



LOCAL 2 HOSPITALITY INDUSTRY **CHILD & ELDER CARE PLAN**

PLAN YEAR SEPTEMBER 1, 2024 – AUGUST 31, 2025

The **Child & Elder Care Plan** provides eligible employees with access to benefit programs so they can work productively in the hospitality industry while addressing child, elder or disabled relative care needs. The Plan's benefits reimburse participants for the full or partial cost of providing care for their family members.

APPLYING FOR BENEFITS – TWO WAYS:

1. Apply in person with documents required for your chosen benefit(s).
2. Apply on our website at local2benefits.org, click on the upper right box... Apply/Member Page. [Apply / Member Page](#)

*You can apply anytime but the **best time** to apply is **July and August** since the new Plan year starts in **September**.*

- ▶ Determine the benefit you want by reviewing the chart inside this brochure. You may select a primary and an additional benefit or two additional benefits.
- ▶ Benefits are paid through direct deposit so have your bank checking and routing numbers available when applying.
- ▶ For those applying for the **Informal Childcare or Elder/Disabled Care** benefit, you and your caregiver will verify your caregiving arrangement as part of the application process. Find the form on our website, under Forms & Handouts, Proof of Payment. We also have the forms in the office.
- ▶ You must apply every year for benefits.
- ▶ Financial reimbursement ends when children exceed the age for the benefit or the Plan year ends.

- ▶ **Plan Reimbursements:** The Plan office reimburses for child and elder care expenses in late **December, March, June** and **September**.
- ▶ If your partner is also eligible for Plan benefits you may apply for the same child, but must select a different benefit category.
- ▶ The benefits you receive from the Plan **may be considered taxable**.
- ▶ **To receive Plan benefits the person(s) you apply for must live in one of the following counties:**

- Alameda
- Contra Costa
- Marin
- Napa
- Placer
- Sacramento
- San Francisco
- San Joaquin
- San Mateo
- Santa Clara
- Santa Cruz
- Sonoma
- Solano
- Stanislaus
- Yolo

PAY US A VISIT, CALL OR EMAIL REGARDING APPLICATIONS OR REIMBURSEMENT

Hours: Monday and Wednesday — 8:30 a.m. to 4:45 p.m.

Address: 247 Golden Gate Avenue, San Francisco, CA 94102

Staff: Director: Louise Rush
Payment Coordinator: Beatrice Mai
Program Coordinator: Chris Rodriguez

Phone: 415-864-0506

Email: ChildElderPlan@local2benefits.org

Website: www.local2benefits.org



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CATEGORY	DESCRIPTION	REQUIRED DOCUMENTS	
PRIMARY	PRESCHOOL Up to 5 years Up to \$425/Month	<ul style="list-style-type: none"> Reimburses preschool costs for a child not yet enrolled in kindergarten. A preschool childcare provider is a person, program or facility legally licensed or license-exempt by the county or state. 	<ol style="list-style-type: none"> Child's birth or adoption certificate in English.¹ Child's Social Security card or document with the number on it. Provider's childcare license or license-exempt status. Child Care Provider Form from our office or website[†].
	INFORMAL Up to 13 years \$100/Month	<ul style="list-style-type: none"> An informal provider is a person or provider not licensed or registered by the city or state who provides childcare. Informal providers often include relatives, neighbors, and friends. 	<ol style="list-style-type: none"> Child's birth or adoption certificate in English.¹ Child's Social Security card or document with the number on it. Proof of child's address no more than 90 days old: dated official document; current tax return. Proof of Payment Form from our office or website[†].
	SCHOOL AGE 5 to 13 years Up to \$325/Month	<ul style="list-style-type: none"> Reimburses childcare costs for kindergartners and up to the age of 13 years. A school age childcare provider is a person, program or facility legally licensed or license-exempt by the county or state. 	<ol style="list-style-type: none"> Child's birth or adoption certificate in English.¹ Child's Social Security card or document with the number on it. Provider's childcare license or license-exempt status. Child Care Provider Form from our office or website[†].
	ELDER/ DISABLED CARE \$160/Month	<ul style="list-style-type: none"> Reimburses expenses for caregiving of a disabled child 13 years or older, disabled spouse, domestic partner, parent, current step parent or parent-in-law, or grandparent. Reimbursable services must be related to the health or well-being of the elder/disabled adult or child. Offers counseling and referral services related to care for elders or disabled relatives. 	<ol style="list-style-type: none"> Doctors Form from our office or website[†]; or current IHSS certification. Proof of relative's address—no more than 90 days old—receipt from pharmacy, dated medical or insurance notices. Relative's Social Security card or document with the number on it. Proof of Payment Form from our office or website[†]. Submit your birth certificate if applying for your parent; marriage certificate and spouse's birth certificate if applying for a parent-in-law.
ADDITIONAL	NEWBORN Up to 12 months \$125/Month	<ul style="list-style-type: none"> Reimburses expenses for childcare or supplies during the first year of life. 	<ol style="list-style-type: none"> Child's birth or adoption certificate in English.¹ Child's Social Security card or document with the number on it.
	YOUTH PROGRAM Up to 18 years Up to \$500/Year	<ul style="list-style-type: none"> Reimburses enrichment classes, tutoring, summer camps, and college application fees. These programs must be offered by an established organization, agency, or school. Reimburses expenses for disabled children of any age. 	<ol style="list-style-type: none"> Child's birth or adoption certificate in English.¹ Child's Social Security card or document with the number on it. If child is disabled, and 18 or over, the Doctors Form or current IHSS certification.
	COLLEGE PREP & COUNSELING 12th graders	<ul style="list-style-type: none"> 12th graders work one-on-one with a college coach to build a strong college application list, create dynamic applications, and seek financial aid. New! College application fees are reimbursable up to \$500. 	<ol style="list-style-type: none"> Child's birth or adoption certificate in English.¹ Child's Social Security card or document with the number on it.

*If you are applying for the **same person(s)** as last year, you **do not need** to submit forms to prove birth, marriage, or social security number.

¹Birth or marriage certificates in a foreign language must be translated into English. THE TRANSLATION MUST BE VERIFIED BY A NOTARY PUBLIC.

