

## **Dependent Child Care Reimbursement Plan**

The Dependent Child Care Reimbursement plan is designed to allow an employee to elect to have a specified number of pre-tax dollars deducted from your pay check each pay period. These dollars are then contributed to a reimbursement account. The employee submits a receipt for a qualified dependent care expense and is reimbursed from that account. The Internal Revenue Service has set the maximum allowable contributions for a dependent care reimbursement plan at \$5,000 per family for a married couple filing jointly or a single parent filing head of household. Any monies not recovered are retained by the state. Once enrolled, changes in the election can only be made at the beginning of each plan year. The plan is administered through Southern Administrators and Benefit Consultants, Inc.

**Plan Administrator:** Southern Administrators and Benefit Consultants, Inc. [www.sabcflex.com](http://www.sabcflex.com)

**Effective Date:** January 1, 2024

**Plan Year:** January 1, 2024 - December 31, 2024 (grace period through March 15th of the following year)

**Purpose:** To set aside dollars to cover out-of-pocket dependent care expenses.

- You must have a receipt to be reimbursed.
- You must have contributed at least the amount of the requested reimbursement to be reimbursed.
- This is equivalent to taking a tax credit on your tax return – but realizing the tax benefit on your paycheck.

**Family Limit:** \$5,000 per year

**Be conservative, if you don't use it, you lose it.**