**Family Care Financial Resources for the University of Oklahoma Employees**

The challenges arising from COVID-19 have made this a difficult time for all, but it is particularly hard for those employees who are encountering unexpected costs for care for family members whose care arrangements have been impacted.

In light of these unprecedented challenges, the University is making available a one-time, temporary program to help support eligible employees, as defined below in Eligibility Requirements, who incur unexpected family care expenses for: (1) kindergarten through age 12 and whose normal in-person schooling and/or child-care arrangements have been disrupted for the fall semester and for; (2) family members who rely on the employee as their primary care-giver and whose regular care arrangements during the employee’s scheduled work times have been interrupted.

Employees who meet the criteria described below are eligible for up to $500 ($300 for the first qualifying dependent; $200 for an additional qualifying dependent, up to $500 total, before taxes) for specified family care expenses so long as funds are available. It is clear that this amount is unlikely to cover the full range or amount of expenses that employees caring for family members are likely to face, but the hope is that this money will support those in our community.

Due to the ongoing need for social distancing, we expect that these funds will be used primarily for in-home sitters, although employees with children enrolled in child care centers or with other family enrolled in care centers are also eligible to apply. These funds can be used to cover costs incurred with a caregiver of your choice, such as a care center or someone:

- In your personal network.
- Sourced through a private child care center, Mother’s Day Out program, in-home care, or church program.
- Sourced through OU Connect [https://connect.ou.edu](https://connect.ou.edu).
- Sourced through the employee assistance program, [Magellan Child Care Flyer](https://www.magellanhealth.com).
- Sourced through [Rainbow Fleet](https://www.rainbowfleet.com).

We also want to acknowledge that limitations may develop on the supply of caregivers and care centers, despite these services’ efforts to build their pools. None of us can predict how the caregiver availability will fluctuate during this pandemic. That said, this emergency program is a resource to employees who meet the following criteria:

**Eligibility Requirements (Employees)**

- Are on a regular OU payroll, a .50 FTE or higher, and benefits eligible.
- Have at least one child kindergarten through the age of 12 and whose normal in-person schooling and/or child-care arrangements have been disrupted for the fall semester OR have at least one family member who relies on the employee for primary care (e.g., a parent or child in the employee’s care who has disabilities or health issues that require a caregiver’s presence)
- Reported in 2019 an adjusted gross household income of less than $75,000 as attested and signed on the [application form](https://www.magellanhealth.com).
Attest via the application form that their usual child care arrangements for children kindergarten through age 12 or for the family member requiring a caregiver during the employee’s assigned work times are no longer available or are intermittently disrupted because of COVID-19 such that the individual’s ability to perform job responsibilities without incurring additional care costs is impaired or prevented.

How to Apply
To submit an application for funds, you must complete and sign the application form. Please email this to familycareresources@ou.edu. If funds are awarded, the funds (after all required tax withholdings) will appear in the next possible paycheck after your submission. The final deadline to apply for this program will be September 18, 2020. PLEASE NOTE: Limited funds are available, so individuals are encouraged to apply as soon as possible.

Should the University conclude that the funds supporting this program are no longer needed, as determined by public health officials, further commitments of these funds will end. We will work to cover eligible costs incurred before any policy change.

We know that nothing will entirely alleviate the stress of this situation, but we hope that this program may help defray some of the unexpected costs that employee caregivers will encounter.