Summary of Benefits
2018-2019 Fiscal Year (7/1/18-6/30/19)

Select type of position to view current benefits:

- Full-time Classified Staff
- Full-time Professional Staff
- Full-time Executive Staff
Summary of Benefits
2018-2019 Fiscal Year (7/1/18-6/30/19)
Full-time Classified Staff

The purpose of this summary is to provide general information on benefits of the University of Arizona Foundation. The benefits and policies listed below may be modified, supplemented, deleted or amended at any time.

This is a summary of benefits only. Information contained herein applies to full-time executive staff, referred to as “eligible” employees throughout this summary. Temporary and student employees are not eligible for benefits. Please refer to the current Personnel Policies Manuel of the University of Arizona Foundation for complete benefits eligibility requirements and policies.

The Foundation has designated Laurie Carlin, Senior Director of Human Resources, as its Benefits Coordinator. Any questions regarding your benefits should be directed to Laurie at (520) 626-4059, Foundation Building Room 301.

Medical Insurance
Employees are eligible for BlueCross BlueShield of Arizona PPO medical insurance. If elected, coverage is effective the first of the month following the employee’s hire date. For the current fiscal year, the Foundation subsidizes approximately 83% of the employee only rate, 77% of the employee plus spouse rate, 77% of the employee plus child(ren) rate and 75% of the employee plus family rate. The employee portion of the cost is made through payroll deductions. Benefits deductions are taken 24 out of 26 pay periods. Rates are subject to change.

For the current fiscal year, the employee cost of the PPO medical plan is as follows:

- Employee only coverage: $ 57.25 each paycheck
- Employee + spouse: $162.66
- Employee + child(ren) $147.17
- Employee + family: $252.58

Dental Insurance
Employees are eligible for individual or family MetLife dental insurance effective the first of the month following the employee’s hire date. The Foundation subsidizes approximately 70% of the insurance costs. The employee portion of the cost is made through payroll deductions. (Note: benefits deductions are taken 24 out of 26 pay periods). Rates are subject to change.

For the current fiscal year, the employee cost of the dental plan is as follows:

- Employee only coverage: $ 6.91 each paycheck
- Employee + spouse: $ 13.08
- Employee + child(ren) $ 15.83
- Employee + family: $ 24.23
**Vision Insurance**
Employees are eligible for individual or family vision insurance provided by Davis Vision effective the first of the month following the employee’s hire date. Both in-network and out-of-network options are available. The premium cost is made through payroll deductions. (Note: benefits deductions are taken 24 out of 26 pay periods). Rates are subject to change.

For the current fiscal year, the employee cost of the vision plan is as follows:

- Employee only coverage: $ 3.31 each paycheck
- Employee + spouse: $ 5.96
- Employee + child(ren): $ 6.29
- Employee + family: $ 9.93

**Employee Assistance Program**
This program is provided by the Foundation at no charge to eligible employees effective on the first of the month following full-time employment.

**Short Term/Long Term Disability Insurance**
This coverage is provided by the Foundation at no charge to eligible employees effective on the first of the month following full-time employment.

**Group Term Life Insurance**
This coverage is provided by the Foundation at no charge to eligible employees effective the first of the month following full-time employment. Benefit is equal to $20,000 of term life insurance. This benefit equals $40,000 should your death occur as a result of an accident.

**Voluntary Term Life Insurance (Supplemental)**
This coverage is in addition to the basic life insurance provided by the Foundation and can be purchased by eligible employees.

**Vacation**
All eligible classified employees accrue vacation from their date of hire, or date of status change to full-time staff, but are not eligible to use vacation or receive vacation benefits until they have completed three (3) months of continuous service. Eligible employees regularly scheduled to work 80 hours per biweekly pay period accrue vacation according to the following schedule:

- First two (2) years of continuous service, eleven (11) days per year, accrued at 7.14 hours per month, limited to a maximum of eighty-eight (88) hours per year;
- Third through fourth years of continuous service, sixteen (16) days per year, accrued at 10.67 hours per month, limited to a maximum of one hundred and twenty-eight (128) hours per year;
- Fifth year and thereafter of continuous service, twenty-two (22) days per year, accrued at 14.67 hours per month, limited to a maximum of one hundred seventy-six (176) hours per year.
**Sick leave**
Eligible employees regularly scheduled to work 80 hours per biweekly pay period accrue paid sick leave at the rate of twelve (12) days per year of full-time employment or 3.69 hours per pay period. Eligible employees scheduled to work between 40 and 79 hours per biweekly pay period accrue sick leave at a prorated amount.

**Holidays**
The Foundation offers ten (10) paid holidays per year to eligible employees. The official holiday schedule is determined by the President of the Foundation and is distributed to all employees.

Full-time staff members regularly scheduled to work between 40 and 79 hours per biweekly pay period receive holiday pay at a prorated amount.

**Qualified Tuition Reduction Program**
Qualified Tuition Reduction (QTR) is a benefit provided to all eligible employees, affiliated participants, and their spouses and dependents of the University of Arizona. It allows UA Foundation employees to take courses at any of the three Arizona public universities (University of Arizona, Arizona State University, and Northern Arizona University) at a substantially reduced tuition rates. For more information, please visit: http://hr.arizona.edu/employees-affiliates/benefits/qualified-tuition-reduction-faqs

**Flexible Benefits Plan**
Employees are eligible for premium contributions and medical/dependent care savings accounts. If elected, coverage is effective the first of the month following 30 days of full-time employment. This plan was established as part of Section 125 of the Internal Revenue Code and allows employees to pay for certain medical and dependent care expenses with pre-tax dollars, therefore increasing spendable income.

**Defined Contribution 401(k) Plan**
The University of Arizona Foundation 401(k) Plan is administered by The Newport Group. All eligible employees may participate in the plan on the first of the month following their date of hire. Once eligible, employees may begin to make pre-tax deferral contributions up to the annual limit.

If an employee has been with the Foundation for twelve months and earns one year of service the Foundation will begin to contribute an amount equal to 7% of the employee's salary. Of the 7% contribution, the first 3% is a guaranteed safe harbor contribution and the remaining 4% is an optional contribution that the Foundation has made in the past and intends to keep making to aid in employee's reaching their retirement goals.

**University of Arizona Parking Permit**
If permits are available, the Foundation will purchase or reimburse a parking permit for employees.

**University of Arizona Student Recreation Center**
Employees of the Foundation are eligible to join the University of Arizona Student Recreation Center at the University of Arizona employee rate. For full details, please visit http://campusrec.arizona.edu/.
Summary of Benefits
2018-2019 Fiscal Year (7/1/18-6/30/19)
Full-time Professional Staff

The purpose of this summary is to provide general information on benefits of the University of Arizona Foundation. The benefits and policies listed below may be modified, supplemented, deleted or amended at any time.

This is a summary of benefits only. Information contained herein applies to full-time executive staff, referred to as “eligible” employees throughout this summary. Temporary and student employees are not eligible for benefits. Please refer to the current Personnel Policies Manual of the University of Arizona Foundation for complete benefits eligibility requirements and policies.

The Foundation has designated Laurie Carlin, Senior Director of Human Resources, as its Benefits Coordinator. Any questions regarding your benefits should be directed to Laurie at (520) 626-4059, Foundation Building Room 301.

Medical Insurance
Employees are eligible for BlueCross BlueShield of Arizona PPO medical insurance. If elected, coverage is effective the first of the month following the employee’s hire date. For the current fiscal year, the Foundation subsidizes approximately 83% of the employee only rate, 77% of the employee plus spouse rate, 77% of the employee plus child(ren) rate and 75% of the employee plus family rate. The employee portion of the cost is made through payroll deductions. Benefits deductions are taken 24 out of 26 pay periods. Rates are subject to change.

For the current fiscal year, the employee cost of the PPO medical plan is as follows:

<table>
<thead>
<tr>
<th>Coverage</th>
<th>Cost per Paycheck</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee only coverage</td>
<td>$57.25</td>
</tr>
<tr>
<td>Employee + spouse</td>
<td>$162.66</td>
</tr>
<tr>
<td>Employee + child(ren)</td>
<td>$147.17</td>
</tr>
<tr>
<td>Employee + family</td>
<td>$252.58</td>
</tr>
</tbody>
</table>

Dental Insurance
Employees are eligible for individual or family MetLife dental insurance effective the first of the month following the employee’s hire date. The Foundation subsidizes approximately 70% of the insurance costs. The employee portion of the cost is made through payroll deductions. (Note: benefits deductions are taken 24 out of 26 pay periods). Rates are subject to change.

For the current fiscal year, the employee cost of the dental plan is as follows:

<table>
<thead>
<tr>
<th>Coverage</th>
<th>Cost per Paycheck</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee only</td>
<td>$ 6.91</td>
</tr>
<tr>
<td>Employee + spouse</td>
<td>$ 13.08</td>
</tr>
<tr>
<td>Employee + child(ren)</td>
<td>$ 15.83</td>
</tr>
<tr>
<td>Employee + family</td>
<td>$ 24.23</td>
</tr>
</tbody>
</table>
**Vision Insurance**

Employees are eligible for individual or family vision insurance provided by Davis Vision effective the first of the month following the employee’s hire date. Both in-network and out-of-network options are available. The premium cost is made through payroll deductions. (Note: benefits deductions are taken 24 out of 26 pay periods). Rates are subject to change.

For the current fiscal year, the employee cost of the vision plan is as follows:

- Employee only coverage: $3.31 each paycheck
- Employee + spouse: $5.96
- Employee + child(ren): $6.29
- Employee + family: $9.93

**Employee Assistance Program**

This program is provided by the Foundation at no charge to eligible employees effective on the first of the month following full-time employment.

**Short Term/Long Term Disability Insurance**

This coverage is provided by the Foundation at no charge to eligible employees effective on the first of the month following full-time employment.

**Group Term Life Insurance**

This coverage is provided by the Foundation at no charge to eligible employees effective the first of the month following full-time employment. Benefit is equal to $20,000 of term life insurance. This benefit equals $40,000 should your death occur as a result of an accident.

**Voluntary Term Life Insurance (Supplemental)**

This coverage is in addition to the basic life insurance provided by the Foundation and can be purchased by eligible employees.

**Vacation**

All eligible professional employees accrue vacation from their date of hire, or date of status change to full-time staff. Eligible professional employees scheduled to work 80 hours per biweekly pay period accrue twenty-two (22) working days per year, accrued at the rate of 6.77 hours per pay period, limited to a maximum of one hundred seventy-six (176) hours per year.

Eligible employees scheduled to work between 40 and 79 hours per biweekly pay period earn vacation time each year at a prorated amount.

**Sick leave**

Eligible employees regularly scheduled to work 80 hours per biweekly pay period accrue paid sick leave at the rate of twelve (12) days per year of full-time employment or 3.69 hours per pay period. Eligible employees scheduled to work between 40 and 79 hours per biweekly pay period accrue sick leave at a prorated amount.
**Holidays**
The Foundation offers ten (10) paid holidays per year to eligible employees. The official holiday schedule is determined by the President and CEO of the Foundation and is distributed to all employees.

Full-time staff members regularly scheduled to work between 40 and 79 hours per biweekly pay period receive holiday pay at a prorated amount.

**Qualified Tuition Reduction Program**
Qualified Tuition Reduction (QTR) is a benefit provided to all eligible employees, affiliated participants, and their spouses and dependents of the University of Arizona. It allows UA Foundation employees to take courses at any of the three Arizona public universities (University of Arizona, Arizona State University, and Northern Arizona University) at a substantially reduced tuition rates. For more information, please visit: [http://hr.arizona.edu/employees-affiliates/benefits/qualified-tuition-reduction-faqs](http://hr.arizona.edu/employees-affiliates/benefits/qualified-tuition-reduction-faqs)

**Flexible Benefits Plan**
Employees are eligible for premium contributions and medical/dependent care savings accounts. If elected, coverage is effective the first of the month following full-time employment. This plan was established as part of Section 125 of the Internal Revenue Code and allows employees to pay for certain medical and dependent care expenses with pre-tax dollars, therefore increasing spendable income.

**Defined Contribution 401(k) Plan**
The University of Arizona Foundation 401(k) Plan is administered by The Newport Group. All eligible employees may participate in the plan on the first of the month following their date of hire. Once eligible, employees may begin to make pre-tax deferral contributions up to the annual limit.

If an employee has been with the Foundation for twelve months and earns one year of service the Foundation will begin to contribute an amount equal to 7% of the employee's salary. Of the 7% contribution, the first 3% is a guaranteed safe harbor contribution and the remaining 4% is an optional contribution that the Foundation has made in the past and intends to keep making to aid in employee's reaching their retirement goals.

**University of Arizona Parking Permit**
If permits are available, the Foundation will purchase or reimburse a parking permit for employees.

**University of Arizona Student Recreation Center**
Employees of the Foundation are eligible to join the University of Arizona Student Recreation Center at the University of Arizona employee rate. For full details, please visit [http://campusrec.arizona.edu/](http://campusrec.arizona.edu/).
Summary of Benefits
2018-2019 Fiscal Year (7/1/18-6/30/19)
Full-time Executive Staff

The purpose of this summary is to provide general information on benefits of the University of Arizona Foundation. The benefits and policies listed below may be modified, supplemented, deleted or amended at any time.

This is a summary of benefits only. Information contained herein applies to full-time executive staff, referred to as “eligible” employees throughout this summary. Temporary and student employees are not eligible for benefits. Please refer to the current Personnel Policies Manual of the University of Arizona Foundation for complete benefits eligibility requirements and policies.

The Foundation has designated Laurie Carlin, Senior Director of Human Resources & Talent Management, as its Benefits Coordinator. Any questions regarding your benefits can be directed to Laurie at (520) 626-4059, Foundation Building Room 301.

Medical Insurance
Employees are eligible BlueCross BlueShield of Arizona PPO medical insurance effective the first of the month following the employee’s hire date. The Foundation subsidizes 100% of the medical insurance cost for executive staff and any covered dependent(s).

Dental Insurance
Employees are eligible for individual or family MetLife dental insurance effective the first of the month following the employee’s hire date. The Foundation subsidizes approximately 70% of the insurance costs. The employee portion of the cost is made through payroll deductions. For the current fiscal year, the employee cost of the dental plan is as follows:

- Employee only coverage: $ 6.91 each paycheck
- Employee + spouse: $ 13.08
- Employee + child(ren) $ 15.83
- Employee + family: $ 24.23

(Note: benefits deductions are taken 24 out of 26 pay periods). Rates are subject to change.

Vision Insurance
Employees are eligible for individual or family vision insurance provided by Davis Vision effective the first of the month following the employee’s hire date. Both in-network and out-of-network options are available. The premium cost is made through payroll deductions. (Note: benefits deductions are taken 24 out of 26 pay periods). Rates are subject to change. For the current fiscal year, the employee cost of the vision plan is as follows:

- Employee only coverage: $ 3.31 each paycheck
- Employee + spouse: $ 5.96
- Employee + child(ren) $ 6.29
- Employee + family: $ 9.93

(Note: benefits deductions are taken 24 out of 26 pay periods). Rates are subject to change.
**Employee Assistance Program**
This program is provided by the Foundation at no charge to eligible employees effective on the first of the month following full-time employment.

**Short Term/Long Term Disability Insurance**
This coverage is provided by the Foundation at no charge to eligible employees effective on the first of the month following 30 days of full-time employment.

**Group Term Life Insurance**
This coverage is provided by the Foundation at no charge to eligible employees effective the first of the month following 30 days of full-time employment. Benefit is equal to $100,000 of term life insurance. This benefit equals $200,000 should your death occur as a result of an accident.

**Voluntary Term Life Insurance (Supplemental)**
This coverage is in addition to the basic life insurance provided by the Foundation and can be purchased by eligible employees.

**Vacation**
All eligible executive and professional employees accrue vacation from their date of hire, or date of status change to full-time staff. Eligible executive and professional employees scheduled to work 80 hours per biweekly pay period accrue twenty-two (22) working days per year, accrued at the rate of 6.77 hours per pay period, limited to a maximum of one hundred seventy-six (176) hours per year.

Eligible employees scheduled to work between 40 and 79 hours per biweekly pay period earn vacation time each year at a prorated amount.

**Sick leave**
Eligible employees regularly scheduled to work 80 hours per biweekly pay period accrue paid sick leave at the rate of twelve (12) days per year of full-time employment or 3.69 hours per pay period. Eligible employees scheduled to work between 40 and 79 hours per biweekly pay period accrue sick leave at a prorated amount.

**Holidays**
The Foundation offers ten (10) paid holidays per year to eligible employees. The official holiday schedule is determined by the President of the Foundation and is distributed to all employees.

Full-time staff members regularly scheduled to work between 40 and 79 hours per biweekly pay period receive holiday pay at a prorated amount.

**Qualified Tuition Reduction Program**
Qualified Tuition Reduction (QTR) is a benefit provided to all eligible employees, affiliated participants, and their spouses and dependents of the University of Arizona. It allows UA Foundation employees to take courses at any of the three Arizona public universities (University of Arizona, Arizona State University, and Northern Arizona University) at a substantially reduced tuition rates. For more information, please visit: http://hr.arizona.edu/employees-affiliates/benefits/qualified-tuition-reduction-faqs.
**Flexible Benefits Plan**
Employees are eligible for premium contributions and medical care savings accounts effective the first of the month following the employee’s hire date. This plan was established as part of Section 125 of the Internal Revenue Code and allows employees to pay for certain medical expenses with pre-tax dollars, therefore increasing spendable income.

**Defined Contribution 401(k) Plan**
The University of Arizona Foundation 401(k) Plan is administered by The Newport Group. All eligible employees may participate in the plan on the first of the month following their date of hire. Once eligible, employees may begin to make pre-tax deferral contributions up to the annual limit.

If an employee has been with the Foundation for twelve months and earns one year of service the Foundation will begin to contribute an amount equal to 7% of the employee's salary. Of the 7% contribution, the first 3% is a guaranteed safe harbor contribution and the remaining 4% is an optional contribution that the Foundation has made in the past and intends to keep making to aid in employee's reaching their retirement goals.

**University of Arizona Parking Permit**
Employees with the titles President, Senior Vice President, Vice President and Associate Vice President are provided with parking space in the Foundation’s private parking lot.

**Cell Phone Allowance (Technology Allowance)**
Executive staff may be provided with a cell phone allowance in the event there is a business purpose for the allowance.

**University of Arizona Student Recreation Center**
Employees of the Foundation are eligible to join the University of Arizona Student Recreation Center at the University of Arizona employee rate. For full details, please visit [http://campusrec.arizona.edu/](http://campusrec.arizona.edu/).