



CHILDCARE PILOT 2025

BENEFIT SUMMARY

Effective July 2025

In acknowledgement of the financial burden posed by the cost of childcare services, the Board of Commissioners adopted Resolution #25-0314 on April 16, 2025, authorizing the County Manager to initiate a pilot childcare benefit for benefits eligible employees in County funded positions in the form of reimbursement for childcare expenses originating from childcare facilities within a 10-mile radius of the Fulton County Government Center or the eligible employee's home residence.

ELIGIBLE EMPLOYEES

Benefits eligible employees in County funded positions whose job functions require them to perform their core duties and/or provide services onsite as directed by their Department Head and who have eligible dependents (as described below). Benefits eligible employees are employees in full-time permanent, fee or time-limited positions who routinely work over 29 hours per week.

PILOT PERIOD

This pilot will begin in July 2025 and end in December 2025.

PILOT SELECTION PROCESS

To be considered for 1 of the 100 slots available for the pilot, eligible employee must provide the following **between June 5th and June 13th** to the Department of Human Resources Management (DHRM):

- Proof of home residence (two bills with employee name and address, if childcare facility is within 10 miles of home residence)
- Proof of address from the childcare facility where the eligible child is attending (with the eligible child's name)
- Proof of employee relationship or guardianship to the eligible child
- A radius map of the childcare facility in relation to home residence or the Fulton County Government Center (141 Pryor Street, SW, Atlanta, GA 30303) using the following website(<https://www.mapdevelopers.com/draw-circle-tool.php>)
- Letter signed by department head stating that employee is required to work 100% onsite or has a hybrid schedule. **Preference will be given to employees required to report 100% onsite.*

The DHRM will conduct an electronic drawing of names to select the pilot participants for the 100 available slots. Once the pilot participants are determined, the above information will be verified, and DHRM will inform the selected employees.

ELIGIBLE DEPENDENTS

- Dependent aged 0 to 6 years old and living in the same home residence as eligible employee. Dependent is enrolled and attending a childcare facility that is within 10-miles from either the eligible employee's home or the Fulton County Government Center.

REIMBURSEMENT PROCESS

- Eligible employees who have been selected will receive up to a \$500 monthly reimbursement once they have provided request for reimbursement and proof of payment made to the childcare facility that the eligible child is attending.
- Request for reimbursement and proof of payment must be submitted within 60 days of the applicable invoice/payment date.
 - o Any reimbursement request and proof of payment submitted 60 days after the applicable invoice/payment date will not be approved.
 - o ***Proof of payment for December 2025 reimbursement MUST be submitted by Monday, December 15, 2025, so that reimbursement can be processed before 2025 year-end closing procedures. Any reimbursement request received after that date will not be eligible.***

- The DHRM, in consultation with the Finance Department, will inform selected eligible employees of acceptable proofs of payment.
- Reimbursement will be made monthly in accordance with the Finance supplemental payroll schedule and will be subject to any applicable taxation.
- Selected employees participating in Flexible Spending Accounts (FSA) must adhere to the FSA guidelines.