



# Flexible Spending Account

## Dependent Care Reimbursement Account

### What is a Dependent Care Reimbursement Account (DCRA)?

- A benefit that allows you to set aside pre-tax dollars to be used for qualified dependent care expenses.

### What are some eligible expenses?

- Preschool
- After-school care
- Summer day camp
- In-home nanny

### How does DCRA work?

1. Elect an annual goal amount for DCRA during an enrollment opportunity.
2. Contributions from DCRA come from automatic pre-tax payroll deductions.
3. You have access to funds as they are deducted and loaded to your account.
4. Use your DCRA funds:
  - Pay out-of-pocket for your dependent care expense.
  - Submit a claim online for your expense and provide supporting documentation.
  - You can choose to be reimbursed through check or direct deposit.
  - If you submit for prepaid expenses, you will not be reimbursed until the date on the documentation has passed.
  - If your claim is more than the funds available in your DCRA, then you will be reimbursed the remaining amounts after subsequent contributions are loaded to your account.

### What is the minimum and the maximum goal amount I can elect for DCRA per plan year?

- Minimum goal amount: \$26
- Maximum goal amount: \$5,000
  - If you are married, it is your responsibility to ensure that you and your spouse limit your elections to total no more than \$5,000 combined.

### When is the last day of spending? When is the last day to submit claims for reimbursement?

- You have until 12/31 of the plan year for which you elected DCRA to spend your funds. You have until the end of the runout period to submit claims for reimbursement on expenses incurred through 12/31 period. The runout period is 1/1 - 3/31 of the following plan year.

### What happens to my money if I don't use it all by the end of the plan year, 12/31?

- Any unused funds not claimed by 3/31 will be forfeited.