

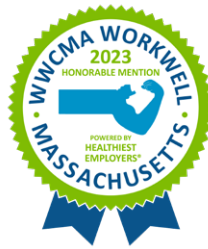
2024

# Benefits at a Glance

At Holy Cross, we strive to support you and your family members with an array of high-quality programs that help you and your loved ones live a happier, healthier life. In this Benefits at a Glance, you'll find a summary of the comprehensive benefits, programs, and resources the College has to offer.

This past year, the College received two prestigious wellness awards—all thanks to our colleagues who use our benefits to make their wellbeing a priority every day. We were recognized as one of the **100 Healthiest Workplaces in America** in 2023, according to Healthiest Employers. In addition, we were recognized for prioritizing investment in employee wellness by being selected as a **2023 WorkWell Massachusetts Award Winner** from the Worksite Wellness Council of Massachusetts, powered by Healthiest Employers.

We encourage you to take full advantage of everything Holy Cross offers. For more information on everything available to you, visit our HR Benefits Website at [www.holycross.edu/human-resources/benefits](http://www.holycross.edu/human-resources/benefits).



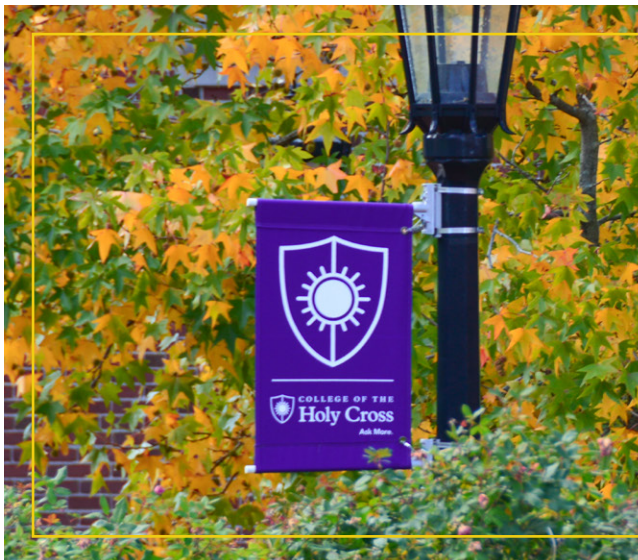
## Benefits Eligibility

Holy Cross medical, dental, vision, life, and LTD benefits are available to employees who are regularly scheduled to work at least 27½ hours per week and a minimum of 40 weeks per year. You are eligible to participate in medical, dental, and vision benefits on the first of the month coincident with or following your date of hire. You are eligible for life insurance and LTD coverage, at no cost, on your date of hire.

Dependents eligible for your benefits include:

- Children up to age 26 (whether or not they are dependents for tax purposes)
- Your legally married spouse
- A former spouse (you must contact Human Resources if you currently cover or will be covering a former spouse)

To cover dependents, you'll need to provide appropriate documentation and Social Security numbers when you enroll.



*Diversity, equity, inclusion, and social justice are woven throughout the fabric of the College mission, and are paramount in all aspects of the community. We seek to nurture a diverse, engaged, social, and intellectual community, marked by openness, respect, and love.*

## Health Insurance Benefits

The College provides a generous subsidy for health insurance coverage, paying approximately 85% of the aggregate cost of medical and dental premiums.



### MEDICAL PLANS

Choose from four Harvard Pilgrim Health Care (HPHC) plan offerings, including two High Deductible Health Plans (HDHPs) and two Health Maintenance Organizations (HMOs). You can choose a plan with a national network, a New England Area network, or a limited Massachusetts network. All plans include prescription drug coverage through OptumRx.

- **HDHP Options:** With an HDHP, you will pay out-of-pocket for health services until you reach the deductible. In exchange for these higher out-of-pocket costs, however, you may be eligible for a tax advantaged Health Savings Account (HSA). The College contributes \$500 for individuals and \$1,000 for families to your HSA to help you pay for medical expenses. (HSA contributions are prorated based on hire date.)
- **HMO Options:** With an HMO, you will pay lower costs when you receive care and will access providers in the plan's network. However, the lower costs for care may be offset by high per-paycheck premiums.

As you make a decision, it's important to consider each plan's per-paycheck costs, out-of-pocket costs when you receive care, and any contributions to an HSA (if applicable). Whichever plan you select, you'll have access to resources and incentives to help you manage your wellbeing throughout the year—including free health coaching and fitness reimbursements. Employees enrolled in a HPHC plan can earn up to \$420 per year!

### DENTAL & VISION PLANS

- **Dental Plan:** Delta Dental covers up to \$2,000 per person in eligible expenses and the full cost of 3 oral exams and cleanings per year (every 4 months). Plus a Right Start 4 Kids program that provides 100% coverage for children up to age 13.
- **Vision Plan:** Choose between two plans through EyeMed: Eyewear Only or a more comprehensive Exam & Eyewear plan.

*Holy Cross cares about your work life balance!*

We offer generous time off, including holidays, personal days, and vacation time. We have a 4-day compressed summer work week, July 4th week off (based on business need), and the week between Christmas and New Year's Day off.



# Financial Benefits



The College offers several benefits to help you achieve financial health.

## RETIREMENT PLANS

The College provides competitive retirement programs that help employees achieve retirement goals. Our plan is offered through Fidelity Investments and features resources and tools to help you with your investment strategy.

All full-time, part-time, and on-call employees are eligible for the College of the Holy Cross 403(b) Defined Contribution Group Supplemental Retirement Plan. You can make voluntary contributions from your paycheck before and/or after taxes, up to the IRS limit of \$23,000 in 2024, or up to \$30,500 if you are age 50 or older at the end of the calendar year.

- Salaried (Exempt) Employees:** Salaried employees with one year of service (and at least 1,000 hours of service) are eligible for two additional contributions under the 403(b) Plan. **The Plan is funded by a mandatory employee contribution of 2% and an employer match of 10%. Base compensation above the Social Security wage base is subject to a mandatory employee contribution of 5% and an employer match of 12%.** *(Employees who were previously in a benefits-eligible position at an organization eligible to maintain a 403(b) plan prior to coming to work for the College are eligible to have their years of service with that organization credited toward the College's one-year service requirement.)*
- Hourly Paid (Non-Exempt) Employees:** Hourly paid employees are eligible for a pension plan that is fully funded by the College. If you work a minimum of 1,000 hours/year and are 21 years of age or over, after one year of continuous service you will accrue a benefit equal to at least 2% of your average base salary times your eligible years of service. You're fully vested in this benefit after five years of service.

## FINANCIAL PLANNING

Holy Cross offers free access to Harvard Square Financial Planning, LLC. This financial planning benefit can help you understand your financial situation and make practical, well informed decisions about the financial implications of life's transitions.

Every plan is custom created to meet an individual's specific situation and assistance is available to support you through a variety of money matters—from debt management to tax planning, home purchases to estate planning, saving to Social Security planning.

To make an appointment, contact Mary Koenig, CFP at Harvard Square Financial Planning, LLC at 781.652.8862 or [mary@harvardsquarefinancial.com](mailto:mary@harvardsquarefinancial.com).

## HEALTH SAVINGS ACCOUNTS (HSAS)\*

In addition to Holy Cross contributions—\$500 if you cover yourself and \$1,000 if you cover any dependents (amounts prorated throughout the year)—you can add your own pre-tax contributions to your account, up to IRS maximums. *(Eligibility requirements apply.)*

	2024 ANNUAL MAXIMUMS
Individual Coverage	\$4,150
Family Coverage	\$8,300
Catch-up Contribution (age 55+)	\$1,000

Use your HSA funds to pay for eligible health care expenses today, or save and invest the money to use for future medical expenses—even after retirement.

- Any unused HSA funds are carried over year to year.
- Once your HSA balance reaches \$2,000, you can make it an investment account and can choose how you'd like to invest.
- Your HSA is tax-free as it grows, as interest or investment earnings aren't subject to taxes. And it's tax-free when you spend it on qualified health care expenses.
- The money in your account is fully portable and always yours, even when you leave the College.

\* Available only if you elect an HDHP medical option.

## Flexible Spending Accounts



FSAs are accounts that allow you to set aside pre-tax dollars to pay for qualified expenses without paying taxes.

- **Health Care FSA** is used for qualified health care expenses up to IRS limits (\$3,200 in 2024).
- **Dependent Care FSA** is used for qualified dependent care expenses for children under age 13, disabled spouses, or disabled relatives up to IRS limits (\$5,000 in 2024).
- **Limited Purpose FSA** is used for qualified dental and vision expenses up to the IRS limits (\$3,200 in 2024). This is the only FSA that you can elect if you also have an HSA.

## Life Insurance & Disability Benefits



The College offers plans to help protect your and your family's financial security.

- **Basic Life Insurance and Accidental Death & Dismemberment (AD&D):** The College provides coverage equal to 1.5 times your base annual earnings at no cost to you, to a maximum of \$900,000.
- **Voluntary Life Insurance:** You may elect additional voluntary life insurance up to \$500,000 for you and up to \$250,000 for your spouse (both in \$5,000 increments). Proof of good health may be required for certain coverage amounts.
- **Long Term Disability (LTD):** The College pays for and provides LTD coverage to protect you from income loss due to disability or illness that is longer than 6 months. Coverage is equal to 60% of monthly earnings, up to a maximum of \$20,000/month.\*

*\* Additional coverage may be available beyond the amount listed above; however, Evidence of Insurability (EOI) may be required..*

## Education Benefits

The College offers employees and their dependents several opportunities for financial support in their continued education.



### EMPLOYEE TUITION ASSISTANCE

If you are a full-time administrative or hourly employee with three months of employment, you are eligible to receive tuition assistance to improve your job performance and/or enhance your career opportunities at the College.

- **Holy Cross Courses:** You may enroll in one course per semester free of charge at Holy Cross, provided there is space in the class.
- **Non-Holy Cross Courses:** The College will reimburse you up to 75% of the cost of tuition, up to a maximum reimbursement of \$2,500 per fiscal year.
- **Clark University Graduate Tuition Scholarships:** Clark University offers tuition scholarships between 30% and 50% (varies by program) to eligible active Holy Cross staff, spouses, and dependents who enroll in a Clark graduate degree or certificate program. You may also use your \$2,500 tuition reimbursement benefit toward Clark courses for additional savings.

### DEPENDENT TUITION

After seven years of service, full-time employees are eligible for tuition benefits for their dependent children who are matriculated, degree-seeking students at Holy Cross. This benefit is available for up to eight semesters.

### FACULTY AND STAFF CHILDREN EXCHANGE PROGRAM (FACHEX)

Holy Cross is proud to participate in FACHEX, which offers our full-time employees, after seven years of service, expanded dependent tuition benefits at 26 participating Jesuit schools.

## Additional Health and Wellbeing Benefits

We want you and your family to be as healthy as you can be and get the support you need. Here are just some of the many additional resources available to you.



### EMPLOYEE ASSISTANCE PROGRAM (EAP)

As a Holy Cross employee, KGA ([My.KGALifeservices.com](https://my.kgalifeservices.com) – company code: *holycross*), offers you confidential assistance related to a variety of issues. Services available include short-term counseling, financial guidance, grief support, financial stress, and other work and personal issues. You can also call KGA at 800-648-9557. Look on our [Benefits and Wellness webpage](#) for more information.

### CARE WITH A PARTICIPATING PROVIDER

Your health plan gives you access to mental health and substance abuse providers, including individual sessions with social workers, psychologists, psychiatrists, and group therapy. If you receive healthcare coverage through our school, visit [www.harvardpilgrim.org](https://www.harvardpilgrim.org) and click on “Find a provider.” Start your search by logging into your online account or search without logging in. You’ll then search by the type of specialty (e.g., Psychiatry, Mental Health Counselor, etc.).

### DOCTOR ON DEMAND – TELEHEALTH VISITS

With this virtual care option, you can access routine behavioral health support for many issues such as depression, relationship issues, workplace stress, social anxiety, addiction, trauma, and loss. Get details and set up an account at [www.doctorondemand.com](https://www.doctorondemand.com).

### VIRTUAL THERAPY AND CARE ACCESS WITH VALERA

Valera Health provides virtual therapy and psychiatry services for adults, children aged 6+, and adolescents in Massachusetts. From mild depression to severe schizophrenia, their expert clinicians have a collaborative approach focused on your needs and overall wellbeing. Schedule a consultation with a Valera Health connector at [valerahealth.com/consult](https://valerahealth.com/consult).

### DETECTOGETHER WORKPLACE WELLBEING PROGRAM

This online program offers short video courses to help you with early cancer detection. Available at no cost to employees and family members, DetecTogether provides valuable education to help you be an active partner in your healthcare. Visit [workplace.detecttogether.org/my-account](https://workplace.detecttogether.org/my-account) (Group ID: 26310 and Group Name: College of the Holy Cross).

### WELLNESS REIMBURSEMENTS

Each employee enrolled in an HPHC medical plan can receive a \$150 reimbursement (up to \$300 max per family) for qualified fitness activity fees. In addition to fitness activities, qualifying activities eligible for reimbursement also include certain nutrition and mindfulness programs. <https://www.harvardpilgrim.org/member/discounts-savings/fitness-reimbursement>

### LIVING WELL PLATFORM

Define your own vision of wellbeing through our Living Well Platform. Participate in a variety of informative, fun, and interactive activities to earn rewards for the eligible activities you complete! You can earn up to \$120 for completing eligible activities on the Living Well Platform (also available for covered spouses). If you're not an HPHC member, you can still participate for raffle prizes. Use Code C10228 to sign up. <https://www.harvardpilgrim.org/public/living-well-everyday>



## Additional Benefits



**BeWell @ Holy Cross:** We want you to have the support you and your family need—physically, emotionally, and financially. Take advantage of wellbeing programs all year long covering a host of themes, including meditation, stress management, cooking demonstrations, fitness classes, parenting, financial and health coaching, and more! For more information, visit [https://www.holycross.edu/human-resources/benefits/be\\_well\\_program](https://www.holycross.edu/human-resources/benefits/be_well_program).



**BeWell @ Holy Cross**



### Generous Paid Time Off:

holidays, personal days, vacation, sick time, and parental and medical leave programs



**Employee Assistance Program (EAP)**



**Pet Insurance**



**Home and Auto Insurance**



**Discounts, Perks, and More!**

### Office of Human Resources

For questions about your 2024 benefits, please send a message to [hrcbenefits@holycross.edu](mailto:hrcbenefits@holycross.edu) or call 508.793.3391.

For more information about your benefits, we encourage you to visit [www.holycross.edu/human-resources/benefits](http://www.holycross.edu/human-resources/benefits).



*The College of the Holy Cross strives to embody the principle of cura personalis, meaning care for the whole person. We are proud to offer generous benefits designed to support a diverse workforce across various life stages and personal needs. Our programs extend beyond medical, dental, vision, and retirement savings—with benefits designed to help you maintain a healthy balance between work and life priorities, while building financial security. This material is only an overview.*