



NY/NE Regional & LOCAL Work & Family Committee  
Verizon / CWA / IBEW  
2013 Summer Day Camp / Summer Sleep Away Camp  
Reimbursement Program



**DEADLINE FOR ENROLLMENT**  
**August 30, 2013**



NY/NE Regional & Local Work & Family Committee  
Verizon / CWA / IBEW

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The following Questions and Answers may help determine if you are eligible to enroll in the DCRF Summer Day or Sleep Away Camp Program.

*Employees are eligible if they are a CWA New York or New England employee, or an IBEW 2213 employee or a Management employee, eligible for benefits under the NY/NE Regional Work & Family Committee.*

*Employees who participate in the Dependent Care Reimbursement Fund (DCRF) during the school year can continue to receive childcare reimbursements throughout the summer months for their regular Dependent Care Expenses. Or if they wish they may enroll their child in a summer camp program. However, employees are prohibited from participating in both programs concurrently.*

**What is the Summer Day Camp / Summer Sleep Away Camp Program?**

The 2013 Summer Day Camp/Sleep Away Camp Program is made available through the NY/NE Regional Work & Family Committee, The fund will reimburse up to \$50.00 per week or maximum of \$200.00 per session for summer camp expenses incurred between June 23, 2013 through September 03, 2013.

**Is there an Annual Income Cap?**

There is no annual income cap associated with enrollment. However, all enrollees must provide a copy of the 2012 IRS 1040 form (page one) and 2012 W-2. Married employees must provide a copy of their spouses W-2 as well.

**Who is eligible for reimbursement of 2013 Summer Day or Sleep Away Camp expenses?**

CWA New York or New England employees, or IBEW 2213 employees and Management employees, who are eligible for benefits under the CWA, IBEW 2213, VERIZON NY/NE Regional Work & Family Committee may enroll.

Employees must be in need of dependent care in order to work. Under federal law, employees and their spouse must be working during the hours their dependents are in care in order to make this is a “tax-free” benefit. See IRS publication 503 for detailed information.

## Where can employees obtain an enrollment application?

Applications can be obtained by visiting the NY/NE Regional Work & Family website at [www.regionalwfrc.com](http://www.regionalwfrc.com) or by contacting your local union office. Management employees may contact Beverly Steele at 516 797 3872.

Deadline date for enrollment is August 30, 2013.



## What information must be submitted with enrollment applications?

Employees must include a copy of their 2012, IRS1040 form (page one only) and 2012 W-2. Submit your tax information with the enrollment application.

### Married employees:

If employee is married, both husband and wife must be employed in order to be eligible for enrollment; or spouse must be a full time student or spouse must be unable to care for themselves or dependent attending camp.

Married employees who file a joint IRS return must include a copy of their spouse's W-2.

Married employees who file separately (from their spouse) must supply a copy of their spouse's 2012 IRS1040 form (page one) and their spouse's W-2.

Self employed spouse must submit proof of employment i.e. IRS tax form schedule C.

### Dependents:

Dependent must be listed on employees 2012 IRS 1040 form, in order to be eligible for enrollment.

Employees whose dependent is not shown on their 2012 IRS 1040 form must submit a copy of the dependent child's birth certificate with enrollment application. Or give the reason why their dependent is not shown.

If the dependent child is under employees' custodial care, foster care or is employees adopted child, employee must submit legal documentation with the enrollment application.



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**Dependents eligible for enrollment in the Summer Camp Program**

Employee dependents, ages of 3-15 who will be attending day or sleep away Summer Camp may be eligible.

Dependent's over the age of 15 with special needs or those who have been physically or medically diagnosed unable to care for themselves; who will be attending Summer Camp Programs in 2013 are eligible for enrollment.

**What is the Deadline Date for Enrollment?**

The Deadline Date for enrollment is: August 30, 2013

**Which camps are eligible?**

Only legally operating, registered, licensed Summer Day Camp or Summer Sleep Away Camp expenses are eligible for reimbursement.

**Need to find out if camp is legally operating?**

Call Anthem 888-441-8674 or access the website at [www.anthem.com](http://www.anthem.com)

**Approval Notification**

Confirmation of acceptance or denial will be e-mailed to the address employee has indicated on their application within 10 days of receipt of enrollment application.

If no e-mail address is available employees should enclose self addressed stamped envelope with the enrollment application. Notice of eligibility will be returned in the envelope provided by the employee.

**How much will be reimbursed?**

Eligible employees will receive up to \$50.00 per week or a maximum of \$200.00 per session toward the cost of their dependents summer camp expenses. Employees may enroll one dependent child per session per family.

## **Summer Camp Session Dates**

### **Session ONE**

June 23, 2013 to July 27, 2013

### **Session TWO**

July 28, 2013 to August 31, 2013

## **When will employees be reimbursed?**

Reimbursement of expenses are paid after the employee has incurred and paid their dependents summer camp expense.

Employees must complete a "request for summer camp reimbursement form and forward that form to the Fund Administrator by the deadline date.

Employees will receive reimbursement directly with their paycheck the last week of October 26, 2013. One reimbursement for expenses will be paid regardless of which session is attended.

## **What are the tax implications?**

Employee dependent children 3 years of age but not yet 13, will not be taxed.

Employee dependent children 13 years of age but not yet 15, will be taxed.

Sleep away Camp **is taxable regardless of age**.

## **Mailing address for enrollment applications, appeals or questions**

NY/NE Regional Work & Family Committee  
c/o Beverly Steele, Fund Administrator  
Suite 200-A  
120 Hicksville Road  
Massapequa New York 11758  
or  
Telephone number: 516 797 3872

Your appeal must be received within 45 days of written notification of denial or within 45 days of non payment of your Summer Camp expense. Appeals may be mailed via U.S. Mail or e-mailed to [beverly.steele@verizon.com](mailto:beverly.steele@verizon.com).



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**To contact your Local Work & Family Committee Member**

<p><b>Pat O'Neil, Chairperson CWA Staff Rep.</b> 80 Pine Street, floor. 37 New York, N.Y.10005 Phone: 212 344 7332 <a href="mailto:poneil@cwa-union.org">poneil@cwa-union.org</a></p>		<p><b>Beverly Steele, Fund Administrator</b> 120 Hicksville Rd. Suite 200-A Massapequa, N.Y. 11758 Phone: 516 797-3872 <a href="mailto:beverly.steele@verizon.com">beverly.steele@verizon.com</a></p>
<p>IBEW 2213 Christine Gironda Assistant Business Mgr. One Telergy Parkway 6333 Rt. 298, Suite 1-C East Syracuse, NY 13057 Phone 315-438-3322 <a href="mailto:christine@ibew2213.org">christine@ibew2213.org</a></p>	<p>CWA Local 1103 Fran Gottron, Asst. to the Pres. 345 Westchester Ave Port Chester, NY 10573 Phone: 914-939-8203 <a href="mailto:fgottron@cwa1103.org">fgottron@cwa1103.org</a></p>	<p>CWA Local 1104 Stella Pereyra, B.A. One Florgate Rd. Farmingdale, NY 11735 Phone: 516-420-1104 <a href="mailto:spereyra@cwa1104.com">spereyra@cwa1104.com</a></p>
<p>CWA Local 1104 Kim Young, E.V.P. 107 Murray Street Binghamton, NY 13905 Phone: 607-762-1104 <a href="mailto:kyoung@cwa1104.com">kyoung@cwa1104.com</a></p>	<p>CWA Local 1105 Beatrice Zapata, Secretary 3223 E. Tremont Avenue Bronx, NY 10461 Phone: 718-430-1500 <a href="mailto:beazapata@aol.com">beazapata@aol.com</a></p>	<p>CWA local 1108 Beth Boland, Secretary-Treasurer 39 Baker Street Patchogue, NY 11772 Phone: 631-654-1108 <a href="mailto:beth@cwa1108.org">beth@cwa1108.org</a></p>
<p>CWA Local 1109 Nina Coban, E. Board Member 1845 Utica Avenue Brooklyn, NY 11234 Phone: 718-444-1109 <a href="mailto:Ncoban@cwa1109.org">Ncoban@cwa1109.org</a></p>	<p>CWA Local 1118 Theresa Devine, B.A. 4 Wembley Court Albany, N.Y.12205  Phone: 518-782-9977 <a href="mailto:theresadevine@me.com">theresadevine@me.com</a></p>	<p>CWA Local 1123 Chrissy Gasky, V. P. 50 Presidential Plaza Suite LL2 Syracuse, NY 13202 315-476-1123 <a href="mailto:chrissyg35@yahoo.com">chrissyg35@yahoo.com</a></p>