

CSU Self-Funded Private FAMLI Plan Program Notice

Effective January 1, 2024

HUMAN RESOURCES

The University has received approval from the state of Colorado to operate its own self-funded private FAMLI plan beginning January 1, 2024, in lieu of participation in the state's FAMLI plan.

How is employee eligibility determined?

- The benefits under this Plan are available to all covered employees performing labor or services in Colorado as defined by the FAMLI Act.

How are employee premiums collected and calculated?

- Premiums are calculated and collected through payroll for the CSU FAMLI plan.
- CSU may deduct up to 50 percent of the total premium from an employee's wages, up to the limit established in the FAMLI Act. The employee share of FAMLI premiums is set at 0.45% of employee wages through 2024. For 2025 and beyond, the director of the FAMLI Division sets the premium rate. Employers with ten or more employees must also contribute an additional 0.45% of wages for a total of 0.9%.

What is the wage replacement benefit?

- It is the average weekly wage determined to be one-thirteenth of the wages paid during the quarter of the claimant's Base Period or Alternative Base Period in which the total wages were highest.
- For leave before January 1, 2025, the maximum weekly benefit is \$1,100 and thereafter the maximum weekly benefit is 90 percent of the State Average Weekly Wage.
- The portion of the average weekly wage that is equal to or less than the 50 percent of the State's average weekly wage will be replaced at a rate of 90 percent and the portion of the employee's average weekly wage that is more than 50 percent of the State average weekly wage will be replaced at a rate of 50 percent up to the maximum limit. A calculator estimate is available at famli.colorado.gov.

What is the Base Period and Alternative Base Period?

- Alternative Base period means the last four completed calendar quarters immediately preceding the benefit year.
- Base Period means the first four of the last five completed calendar quarters immediately preceding the first day of the claimant's benefit year.

Do I have to use paid leave while on FAMLI benefits?

- Employees may choose to use sick leave or other paid time off before using FAMLI benefits, but they are not required to do so.
- Any request to use other paid leave sources as a supplement to provide full wage replacement may not exceed the difference between the wage replacement benefit and the average weekly wage.

How do I submit a claim for benefits?

- Employees may submit a claim form for benefits in advance of the absence from work, and in some circumstances, they may be submitted after the absence has begun. The claim form is available at hr.colostate.edu.
- Applications that are considered complete with the required documentation, will be paid within two weeks after the claim is properly filed, and every two weeks thereafter for the duration of the approved leave.

What is the protection benefits of FAMLI?

- Employees have the right to take FAMLI leave for covered circumstances during employment.
- Once you have worked for the same employer for at least 180 days (about six months), your job is protected and entitles you to return to the same position, or an equivalent position, when your leave ends.
- You are entitled to the same healthcare benefits while on FAMLI leave, but you remain responsible for paying the premiums.



Does FAMLI run concurrently with FMLA?

- Leave taken under this Plan that also qualifies as leave under the federal Family and Medical Leave Act or the Colorado Family Care Act runs concurrently with leave taken under FAMLI.

What are my Appeal Rights?

- Claimants may file an appeal with the Plan Administrator through CSU Human Resources-Benefits or the Division. Covered employees are encouraged to file a first appeal with the University as the most efficient means of correcting administrative errors.

Other Important Information

- This CSU FAMLI Plan is intended to comply with the Colorado Paid Family and Medical Leave Insurance Act ("FAMLI Act"), C.R.S. § 8-13.3-5069 et seq., and will be interpreted and applied consistent with the requirements of the Act.
- The FAMLI Division may be contacted at 866-263-2654 Monday – Friday from 8 a.m. – 4 p.m. or at [CDLE FAMLI info@state.co.us](mailto:CDLE_FAMLI_info@state.co.us) or you can contact CSU Human Resources at 970-491-6947 or at myhr@colostate.edu.

