



Domestic Partnership Benefits Policy

Benefits-eligible faculty and staff of Bradley University may enroll same-sex domestic partners in university benefit programs.

Eligibility

To qualify for coverage under Bradley University sponsored benefit plans, an employee and his or her same-sex domestic partner must complete a Declaration of Same-Sex Domestic Partner Relationship Form.

Insured Benefits

Health and dental coverage are available to an employee's same-sex domestic partner and eligible children, with contributions at family rates. An employee's contribution to provide health benefits for a domestic partner and children will be the same as for a spouse and children. However, the Internal Revenue Code treats spouses differently with respect to health benefits. The cost of coverage for a spouse is from the pre-taxed income, but for a person who is not related by marriage, a payment for health benefit coverage is deducted from the after tax income, unless the person is a "dependent" as defined in the Internal Revenue Code. If the domestic partner or his/her children are the employee's dependents under the Code, the employee must provide the university with a certification to that effect to gain the benefit of the tax exemption. If the domestic partner or his/her children are not the employee's dependents, the payments for coverage will be treated as follows:

- a. The contribution for health insurance for the domestic partner and/or his/her children will be made on an after-tax basis.
- b. Bradley University's contribution for the coverage for the domestic partner and/or his/her children will be considered taxable income to the employee, and the university will withhold state and federal taxes on that amount.

Tuition Benefits

Benefits under Bradley University qualified tuition benefit program are available to an employee's domestic partner and eligible children of the domestic partner. Tuition benefits provided to a domestic partner and his/her children are taxable income to the employee unless the children are the employee's or are the dependents of the employee as defined by the Internal Revenue Code.

Absence Benefit

In accordance with Bradley University's bereavement policy an employee may receive up to 3 days paid time off from work upon the death of a domestic partner. In addition, in accordance with the Family Medical Leave Act (FMLA) and Bradley University's policy statements related to family and medical leave, eligible employees may take up to 12 weeks unpaid leave to care for his or her domestic partner who is seriously ill, to care for the children of a domestic partner in the event of a serious illness, or for the adoption or birth of a child. For specific information relative to eligibility, contributions toward family insurance coverage made by the University during leave, and other issues relative to FMLA benefits, employees should consult their appropriate handbook. Employees can also consult Bradley University's Human Resources Department for further information about University policies during short-term and long-term absences.

Flexible Spending

Bradley University employees may participate in the Bradley University Flexible Spending Account and receive tax-free reimbursement for out-of-pocket health care and dependent care expenses provided the care is for the employee's children or the dependents of the employee, according to the definition in the Internal Revenue Code.

Use of Bradley University Facilities

Domestic partners and their eligible dependents may use Bradley University facilities, including Bradley University libraries, student center and athletic facilities, to the same extent as spouses and/or dependents of Bradley University employees.

Enrollment

Enrollment forms and the Declaration of Same-Sex Domestic Partner Relationship Form may be obtained by contacting Human Resources Department.

It is the policy of Bradley University to accept the employee's and the partner's signature to verify the accuracy of the representations made in the enrollment forms and the Declaration of Same-Sex Domestic Partner Relationship form. If questions arise at any time, Bradley University may ask for documentation that the partnership meets Bradley University's criteria for eligibility. It is the responsibility of the employee to re-certify the status of the domestic partner relationship every five years. Recertification can take place by completing a new Declaration of Same-Sex Domestic Partner Relationship form.