

Key Programs and Benefits for Faculty with Family Responsibilities

This information is for:

Assistant Professors, Associate Professors and Professors in the Tenure, Research, Teaching and Medical Center lines, and Senior Fellows

Description of Program	Eligibility/Selected Terms	Contact Information and Program
Child Care	For childcare benefits and programs, contact WorkLife Office. 723---2660 [736---2985, option 6] http://worklife.stanford.edu	
<p>Child Care Resources and Referrals We offer a wide range of resources and services to support you with all aspects of family life, including on-site child care, information about community child care options, emergency back-up child care, parent and babysitting networks and summer activity and camp referrals. Our office also offers support to all faculty families seeking child care options such as in-home care, community based centers, etc. We also provide resources to help with the care selection process.</p>	Stanford has seven on-site early education and child care centers that serve children in the Stanford community ranging in age from infants to age 8. All centers are <u>NAEYC</u> accredited and offer the highest level of care, supervision and education. Eligibility, priority, and enrollment processes vary across these centers. Faculty are eligible to apply to all of the centers, and have priority at some. All centers have waiting lists and parents are encouraged to submit their applications as soon as possible.	More information at https://worklife.stanford.edu/programs/children-family
<p>Child Care Subsidy Grant Program In order to help employees manage the high cost of child care, the Child Care Subsidy Grant Program offers grants of up to \$5,000 to benefits-eligible faculty and staff with children 9 years old and younger who meet application qualifications.</p>	There are two application periods. Grants awarded during Application Period A are funded by Stanford through Stanford's Dependent Day Care Spending Account (DDCSA) plan and are tax-free. Grants awarded during Application Period B are prorated and taxable. The WorkLife Office determines eligibility for a child care based grant based on an application that included income information. The grant is not limited to campus centers and can be used for any eligible child care.	More information at https://worklife.stanford.edu/programs/financial-programs/child-care-subsidy-grant-program

Key Programs and Benefits for Faculty with Family Responsibilities

This information is for:

Assistant Professors, Associate Professors and Professors in the Tenure, Research, Teaching and Medical Center lines, and Senior Fellows

<p>Faculty Child Care Assistance Program This program provides a salary supplement to eligible faculty to offset qualified child care expenses for families with children 5 years old and younger. Awards levels are based on adjusted gross family income and number of children in the home. Assistance ranges from \$5,000 to \$20,000 each fiscal year.</p>	<p>Open to full---time assistant, associate and full professors in the tenure, non---tenure, and Medical Center lines only. Provides financial assistance for child care to families with children age five and under. Spouses or registered same---sex domestic partners must be working at least 30 hours per week, or be disabled, a full---time student, or looking for work (if married to or a partner of newly---hired faculty). Awards are based on annual family adjusted gross income of less than \$199,999. The amount awarded ranges from \$5,000 to \$20,000, based on one child five or younger. If a family has more than one child younger than five, the total award is increased by \$1,000. The awards are disbursed through reimbursement for child care expenses and are taxable income.</p>	<p>More information at https://worklife.stanford.edu/programs/financial-programs/faculty-child-care-assistance-program</p>
<p>Faculty Back-Up Care Advantage Program Even the best planned child care arrangements can be disrupted from time to time. If your provider is unavailable (due to illness or vacation, for example) we offer the Back-Up Care Advantage (BUCA) Program. The BUCA Program provides center-based and in-home child care from credentialed providers.</p>	<p>This benefit is available for a maximum of 10 days per fiscal year. For center-based care there is a \$15 co-pay per child per day, with a maximum of \$25 per family per day. For in-home dependent care, there is a \$6 co-pay per hour, with a 4-hour minimum for all in-home care reservations.</p>	<p>More information at https://worklife.stanford.edu/programs/children-family/emergency-and-back-child-care-faculty To access services, call 877-BH-CARES (877-242-2737) or visit backup.brighthorizons.com Username: sucares. Password: 2011</p>

Key Programs and Benefits for Faculty with Family Responsibilities

This information is for:

Assistant Professors, Associate Professors and Professors in the Tenure, Research, Teaching and Medical Center lines, and Senior Fellows

Description of Program	Eligibility/Selected Terms	Contact Information and Program Website
<p>Dependent Day Care Flexible Spending Account Before-tax dollars for eligible dependent day care expenses, including care for children up to age 13, disabled spouses or other disabled dependents.</p>	<p>You may be reimbursed for work-related dependent day care expenses (eligible day care expenses). In other words, the expenses have to be incurred in order for you and your spouse (if applicable) to work, go to school fulltime or look for work. Generally, an expense must meet certain conditions to be an eligible day care expense. Please go to http://benefits.stanford.edu/resources/flexible-spending-account-fsa-summary for guidelines.</p>	<p>General program information at http://benefits.stanford.edu/flexible-spending-accounts, OR Benefits at 736-2985, option 9</p>
<p>Parent Community at Stanford (ParentNet) ParentNet is a group email list intended for Stanford University and Hospital employees, students, post-docs and their spouses and partners.</p>	<p>ParentNet is a Stanford-affiliated group email list. We invite you to join our email lists to stay updated and informed about WorkLife programs, resources and events.</p>	<p>To subscribe: Go to https://worklife.stanford.edu/about/join-our-email-lists and complete the subscription form.</p>
<p>School-Age Resources</p>	<p>Our office is available to assist you in finding information on local public schools and school-age aftercare programs.</p>	<p>More information at https://worklife.stanford.edu/programs/early-childhood-education-care/school-age-resources-ages-5-through-18</p>
<p>Elder Care</p>	<p>For the programs below, contact WorkLife Office at 723-2660 [736-2985, option 6]</p>	
<p>Elder Care Resources We partner with the Avenidas Senior Center to provide resources, referrals and monthly Caregivers' Seminars. For Stanford employees, Avenidas offers discounted consultations with a social worker. Services include: information on community resources, confidential social worker consultation, monthly caregivers' seminars, assessment, planning, coordination of services for frailer older adults and information and resources for long-distance care giving.</p>	<p>Available to all faculty.</p>	<p>More information at https://worklife.stanford.edu/programs/elder-care-caregiving</p>

Key Programs and Benefits for Faculty with Family Responsibilities

This information is for:

Assistant Professors, Associate Professors and Professors in the Tenure, Research, Teaching and Medical Center lines, and Senior Fellows

Description of Program	Eligibility/Selected Terms	Contact Information and Program Website
<p>Faculty Back-Up Care Advantage Program Even the best planned elder care arrangements can be disrupted from time to time. If your provider is unavailable (due to illness or vacation, for example) we offer the Back-Up Care Advantage (BUCA) Program. The BUCA Program provides in-home care from credentialed providers.</p>	<p>This benefit is available for a maximum of 10 days per fiscal year. For in-home dependent care, there is a \$6 co-pay per hour, with a 4-hour minimum for all in-home care reservations.</p>	<p>More information at: https://worklife.stanford.edu/programs/elder-carecaregiving-resources/faculty-back-care-advantage-buca-program To access services, call 877-BH-CARES (877-242-2737) or visit backup.brighthorizons.com Username: sucares. Password: 2011</p>
<p>SeniorNet SeniorNet is a group email list intended for seniors and caregivers for Stanford University and Hospital employees,</p>	<p>SeniorNet is a Stanford-affiliated group email list. We invite you to join our email lists to stay updated and informed about WorkLife programs, resources, Caregivers' Group Meetings and other events. Post and receive information on eldercare</p>	<p>To subscribe: Go to https://worklife.stanford.edu/about/join-our-email-lists and complete the subscription form.</p>
<p>Additional Junior Faculty Programs</p>	<p>For the programs below, contact WorkLife Office. 723---2660 [736---2985, option 6]</p>	
<p>Junior Faculty Dependent Care Travel Grants Junior faculty can receive a taxable grant each calendar year for qualified dependent care expenses incurred when traveling to attend professional meetings, conferences, workshops and professional development opportunities, or to conduct approved research or scholarship.</p>	<p>Untenured assistant and untenured associate professors in the tenure line and Medical Center line. Non-tenure line faculty who do not have continuing appointments. (Clinician educators and adjunct professors are not eligible for this program.) The Junior Faculty Travel Grant is funded at a level intended to provide full compensation for reasonable and approved expenses, up to a maximum of \$1,000 post-tax per year. Awards May be Used for Either Child or Adult Dependent Care. Eligible expenses:</p> <ul style="list-style-type: none"> - Care at an alternate location (including at home) for after-hours care while you are away - Reasonable dependent care expenses over and above the costs, if any, that you would normally incur for care here, if your dependent must travel with you - Duplicate care, i.e., dependent care at a conference or research site if you must continue to pay to preserve dependent care space or coverage here - Travel expenses for a caregiver 	<p>More information at: https://worklife.stanford.edu/programs/financial-programs/junior-faculty-travel-grant</p>

Key Programs and Benefits for Faculty with Family Responsibilities

This information is for:

Assistant Professors, Associate Professors and Professors in the Tenure, Research, Teaching and Medical Center lines, and Senior Fellows

Description of Program	Eligibility/Selected Terms	Contact Information and Program Website
<p>Adoption Reimbursement Program Stanford offers benefits-eligible employees adoption assistance that reimburses up to \$10,000 per adoption for "qualified adoption expenses."* Any expenses incurred on or after the employee's first day of Stanford University employment, but not before September 1, 2001, are eligible for reimbursement consideration.</p>	<p>Benefits-eligible faculty working at least 50 percent and with an assignment of at least six months are qualified to apply. The adopted child must be younger than 18 at the time a "qualified adoption expenses" are paid or incurred. (The child may not be the child of the faculty member's spouse or same sex domestic partner.) "Qualified Adoption Expenses" are reasonable and necessary fees, court costs, attorneys' fees and other expenses related directly to the legal adoption of an eligible child. Note: All expenses claimed must have been incurred while Stanford employed the employee. Claims for reimbursement must be made within 30 days of the end of employment.</p>	<p>More information at https://worklife.stanford.edu/programs/financial-programs/adoption-reimbursement</p>
For New Parents		
<p>Pregnancy Disability Leave Up to four months paid leave as certified by physician.</p>	<p>During pregnancy disability leave, the faculty member is expected to apply for disability insurance according to established procedures. (Specific instructions are available at http://benefits.stanford.edu.) The length of pregnancy disability leave is determined by the faculty member's physician, who certifies the number of weeks that she is disabled, both before and after delivery. The University will pay the faculty member the difference between her disability benefit and her full academic base salary while she is on disability due to pregnancy.</p>	<p>Benefits. 736-2985, option 4 to start a claim or www.mylibertyclaim.com. our service ID: Stanford. Faculty member should initiate the process with the department chair and/or the school's Faculty Affairs Officer.</p>
<p>Childcare Leave Faculty member (male or female) who becomes a parent by birth or adoption may take an unpaid leave of up to 1 year at full or part-time for the purpose of caring for the child. This leave could be in addition to pregnancy disability leave (above); for all parents such leave should be in addition to a period of reduced teaching and clinical duties.</p>	<p>Requests for childcare leave are subject to the normal approval process, but department Chairs and Deans are urged to give priority to such requests. Upon request of the faculty member, the first twelve weeks of childcare leave may be taken as family leave (see below) provided the faculty member meets the eligibility requirements, so as to continue Stanford's usual contribution to group medical and dental health plans. After the first twelve weeks, a faculty member on full leave without salary must pay the University's portion of the monthly premium in addition to his/her own premium to insure continuous insurance coverage. For faculty members on partial leave, the University's contribution may continue, depending on the percent time of the leave.</p>	<p>Faculty Affairs facultyaffairs@stanford.edu Faculty Handbook, Sec. 3.5.C. http://facultyhandbook.stanford.edu</p>

Key Programs and Benefits for Faculty with Family Responsibilities

This information is for:

Assistant Professors, Associate Professors and Professors in the Tenure, Research, Teaching and Medical Center lines, and Senior Fellows

Description of Program	Eligibility/Selected Terms	Contact Information and Program Website
<p>New Parent Tenure Clock Extension</p> <p>A one-year extension to the seven year tenure clock for tenure line faculty (but not the ten year appointment clock). A one-year extension to current appointment for non-tenure line and MCL faculty.</p>	<p>Faculty member who becomes a parent by birth or adoption. The extension applies even if a faculty member becomes a parent during an off-duty quarter and returns immediately to his or her regular work load. The extension form should be submitted before the final year of the faculty member's appointment.</p>	<p>Faculty Affairs facultyaffairs@stanford.edu Faculty Handbook, Sec. 2.1.D(2)b, 2.5.C. http://facultyhandbook.stanford.edu</p>
<p>Reduced Teaching or Clinical Load</p> <p>Relief from teaching and/or clinical duties during the quarter of the birth of child and/or the quarter following; 100% pay continues</p>	<p>Faculty member who became a parent by birth or adoption and who certifies that he or she will be sole caregiver for at least twenty hours from 8 a.m. to 7 p.m., Monday through Friday; faculty member must continue to carry a full complement of professional activities other than classroom teaching or clinical service.</p>	<p>Faculty Handbook, Sec. 3.5.B. http://facultyhandbook.stanford.edu.</p>
<p>Adoption Reimbursement Program</p> <p>Program reimburses up to \$10,000 per adoption for "qualified adoption expenses" such as reasonable and necessary adoption fees, court costs, and attorneys' fees; the program will provide assistance for up to two adopted children per family.</p>	<p>All benefits-eligible faculty working at least 50 percent full-time equivalent and with an assignment of at least six months are qualified to apply. The adopted child must be younger than 18 at the time a "qualified adoption expense" is paid or incurred and may not be the child of the faculty member's spouse or same sex domestic partner.</p>	<p>More information at http://www.stanford.edu/dept/worklife/cgi-bin/drupal/adoption. WorkLife Office. 723-2660, or 736-2985, option 6</p>
Reduction in Workload	For Faculty Policy, contact Faculty Affairs at facultyaffairs@stanford.edu	
<p>Part-Time Appointments</p> <p>Temporary reductions from full-time to part-time status solely for family related needs.</p>	<p>Department Chairs and Deans must take into consideration the impact on programmatic need but are encouraged to grant such request for family related needs.</p>	<p>Faculty Handbook, Sec. 2.6.D. http://facultyhandbook.stanford.edu</p>

Key Programs and Benefits for Faculty with Family Responsibilities

This information is for:

Assistant Professors, Associate Professors and Professors in the Tenure, Research, Teaching and Medical Center lines, and Senior Fellows

Description of Program	Eligibility/Selected Terms	Contact Information and Program Website
Family Leave	For sabbaticals and other leaves of absence, consult the Faculty Handbook at http://facultyhandbook.stanford.edu/ch3.html .	
<p>Family and Medical Leave</p> <p>Unpaid leave up to 12 weeks in any 12 month period to care for the faculty member's spouse (including same-sex domestic partner), child, or parent who has a serious health condition, for a faculty member's serious health condition, or for child-care leave as described above.</p>	Faculty member must have been employed by Stanford (within the U.S.) for at least 12 months and 1,250 hours worked in the previous year, at 50% time or more; an individual is not eligible if he/she has used the maximum yearly leave provided by law. University continues its contributions toward medical and dental group health plans. The faculty member continues to be responsible for paying his or her own premium.	More information at http://benefits.stanford.edu/leave , or contact Benefits at 736-2985, option 4. To start a claim: www.mylibertyclaim.com . Stanford service ID: Stanford. Faculty member is encouraged to initiate the process with the department chair and/or the school's Faculty Affairs Officer.
For Domestic Partners and/or Dual Career Couples		
<p>Dual Career Assistance</p> <p>Support for spouses or partners of faculty in finding positions at Stanford or elsewhere in the Bay Area.</p>	Available to spouses and partners of faculty recruits and current faculty. For academic or professional positions contact Karen Cook, Vice Provost for Faculty Development and Diversity, kcook@stanford.edu or Robert Weisberg, Special Assistant to the Provost for Faculty Recruitment and Retention, weisberg@stanford.edu .	Vice Provost for Faculty Development and Diversity Office at http://facultydevelopment.stanford.edu
<p>Domestic Partner Benefits</p> <p>Stanford provides registered domestic partners of faculty members the same services that are available to spouses, including health care and other benefits, access to University facilities, discounted tuition for continuing education courses and the right to remain in on-campus housing after a partner's death</p>	Many benefits also extend to a domestic partner's eligible children, including health insurance, access to child-care programs and the tuition grant program. A domestic partner (or same sex spouse) may be covered by benefits if the partnership is registered with the State of California. Generally, you can register your domestic partner if you share a common residence and your domestic partner is age 18 or older, a member of your household for the period to be covered under Stanford benefits, not related to you in a way that would prohibit legal marriage and not legally married or in a registered domestic partnership with anyone else.	Benefits. 736-2985, option 9 http://benefits.stanford.edu

Key Programs and Benefits for Faculty with Family Responsibilities

This information is for:

Assistant Professors, Associate Professors and Professors in the Tenure, Research, Teaching and Medical Center lines, and Senior Fellows

Description of Program	Eligibility/Selected Terms	Contact Information and Program Website
Other Benefits Programs and Services		
<p>Long-Term Care Insurance</p> <p>Coverage to help pay many day-to-day expenses for elderly or disabled care (e.g., nursing homes) not covered by medical plans: LTC benefits include: home health agency services, personal care, hospice care, homemaker services, residential care, adult foster care and nursing home care.</p>	<p>Available to benefits-eligible faculty members, their spouses or registered domestic partners, parents, parents-in-law, grandparents and grandparents-in-law. Eligible family members may apply even if the faculty member does not opt to enroll. Once a faculty member or his or her eligible family member purchases coverage, that coverage cannot be terminated or canceled for any reason, other than failure to pay premiums or reaching the lifetime maximum benefit.</p>	<p>More information at https://benefits.stanford.edu/health_and_life/long_term_care. To access services, call CNA at (800) 528- 4582 or http://www.ltcbenefits.com, password: stanfordgltc</p>
<p>Counseling Support</p> <p>Faculty/Staff Help Center provides professional and confidential counseling, consultation and training on both personal and workplace issues. The Center also offers workshops and peer support groups on a variety of issues, as well as facilitation services for difficult conversations. Services open to faculty and their family members.</p>	<p>Available to faculty and staff and their spouses, domestic partners and children younger than 21. All services are free of charge, including up to 10 counseling sessions per issue for each employee and eligible dependent. The center is staffed by licensed clinical social workers, marriage and family therapists and psychologists.</p>	<p>For more information, to make an appointment, go to http://helpcenter.stanford.edu or call 723-4577</p>

NOTES: