



town of

LONGMEADOW, MASSACHUSETTS

735 Longmeadow Street, Suite 102 01106



Sample Calculation for FFCRA Childcare Leave For a 1.0 Full Time Equivalence with No Reported Illness

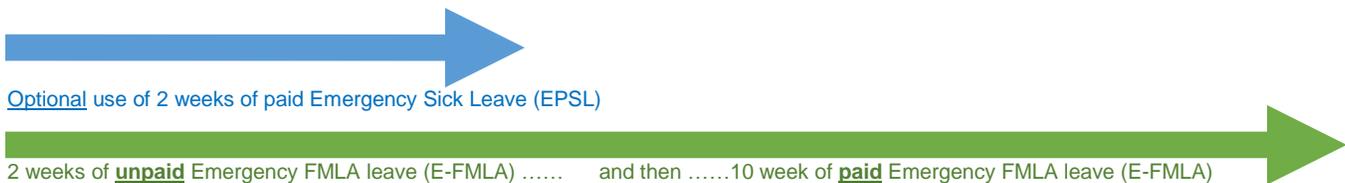
Full Time and Part Time Town and School employees **may be eligible** to apply for up to 12 weeks of Emergency FMLA Leave (Families First Coronavirus Response Act (FFCRA) leave reason #5 *if they are unable to work (or telework) due to:*

- A need for leave to care for a son or daughter under 18 years of age of such employee if the school or place of care has been **closed**, or the child care provider of such son or daughter is unavailable, due to a Public Health Emergency/COVID-19. Remote learning and/or hybrid school models meet the definition of a school closure for FFCRA purposes.

A Public Health Emergency (PHE) is defined as “an emergency with respect to coronavirus declared by a Federal, State or local authority.” This new category of FMLA leave (**Emergency FMLA Leave or E-FMLA**) provided in this Act is limited to the above child-care related reason.

The Act provides for the first 10 days of this E-FMLA Leave is **unpaid**, but an employee may elect to use available vacation, personal or sick/medical leave during these initial 10 days. The provision is meant to dovetail (join together) with the other provisions of the Act which require employers to provide two weeks of **paid emergency leave (Emergency Paid Sick Leave or EPSL)** for specified coronavirus related reasons. **E-FMLA** is not additional FMLA, but rather an expanded reason to utilize FMLA, therefore, employees who have taken any Traditional FMLA or Emergency FMLA (E-FMLA) Leave in the 12-month rolling-period prior to their current leave request will only be eligible for the balance of their annual 12-week allotment.

12 Weeks FFCRA Emergency FMLA Childcare Leave



The Department of Labor requires an individual to give prior notice and must provide:

- The name of the child being cared for.
- The name of the school, place of care or child care provider that closed or became unavailable due to coronavirus reasons.
- A statement representing that no other suitable person will be providing care for the child during the period for which the employee is receiving leave.
- With the care of a child older than 14 years of age during daylight hours, a statement that special circumstances exist requiring the employee to provide care.

The FFCRA offers leave **on a reduced income capacity** so you may be leaving dollars on the table if you are currently receiving 100% of your salary from your Town or School and you go out on this leave.

- If neither you or your child(ren) is sick or quarantined due to COVID, and you work 40 hours per week, you would receive **80 hours (2 weeks) of EPSL leave** at 2/3 your normal salary up to \$200.00 per day; \$2,000.00 max
- You then would receive **10 weeks of E-FMLA leave** at 2/3 your normal rate of pay (as long as child's school or daycare is closed) capped at \$200.00 per day; \$10,000 max
- Once you receive \$12,000 in pay your income would stop.

If your daily rate of pay is currently \$313.89 at 2/3 pay it would be \$209.26, therefore you would receive the max of \$200.00 per day. **\$200.00 * 10 days = \$2,000 + \$200.00 * 50 days = \$10,000 = \$12,000**

This is a reduction of \$113.89 per day for 60 days of leave taken **for a total of \$6,833.40 reduced income.**