

SEATTLE HOUSING AUTHORITY

2021 FSA CHANGE FORM

As a result of the Consolidated Appropriations Act (CAA) signed into law at the end of 2020, SHA is implementing some program changes to the Flexible Spending Accounts (FSA).

Employees may make a one-time change to their FSA annual election, without a qualifying life event. Request to make changes to FSA annual election are due no later than 4:00 pm, September 17, 2021.

Healthcare FSA Change:

Stop contribution for the remainder of 2021

Increase annual election to \$_____. Increase in deductions will be divided by the remaining payroll cycles in 2021, in addition to the current 2021 deductions.

Reduce Contribution total to the following (*enter amount below*):

Health Care FSA 2021 Total \$ _____ (**Decreased Annual Election Amount**)

Dependent Care FSA Change:

Stop contribution for the remainder of 2021

Increase annual election to \$_____. Increase in deductions will be divided by the remaining payroll cycles in 2021, in addition to the current 2021 deductions.

Reduce Contribution total to the following (*enter amount below*):

Dependent Care FSA 2021 Total \$ _____ (**Decreased Annual Election Amount**)

IMPORTANT NOTES:

The year-end roll-over amount has been changed to **unlimited for plan years 2020 and 2021**. Consider this when making your Decreased 2021 Annual Election.

Only the first submitted form will be accepted. No subsequent form submissions allowed updating the original "Change" request, even if received prior to the 09/17/2021 deadline.

If electing the "Reduce Contribution" option above, regardless of the amount you enter, your Annual Election Amount will be the greater of: your year-to-date paid claim submissions or payroll-deducted contributions.

SIGNATURE:

My signature below indicates I have read and agree to the terms stated above on this form and wish to update my 2021 FSA annual contribution as stated.

EMPLOYEE

DATE

HUMAN RESOURCES

DATE