

# Mercer County Community College

## 2025 FLEXIBLE SAVINGS ACCOUNTS – FAQs

### 1. What are the types of Flexible Spending Accounts (FSA's)?

There are four FSA's that Mercer County Community College will be offering effective January 1, 2025:

Healthcare FSA, covers eligible medical, dental and vision expenses;

Dependent care FSA (DCFSA) is used to reimburse expenses related to care of eligible dependents while you and your spouse work. Covered eligible dependents include daycare, before school or after-school-care for children 12 and younger (up to age 13) and your spouse or qualifying adult child or relative who is physically or mentally incapable of self-care;

Commute- Transit allows you to set aside pre-tax dollars for mass transit associated with Mercer CCC employee's daily commute to work (not applicable to spouses);

Commuter - Parking account allows for parking expenses associated with Mercer CCC employee's daily commute to work

### 2. How do I enroll in the Health FSA/Dependent Care/Transportation/Parking benefits?

Employees who wish to participate in the FSA, DCA, Transportation, and/or Parking (existing and new participants) **must actively enroll for the 2025 calendar year.** Employees should email their interest to [hrbenefits@mccc.edu](mailto:hrbenefits@mccc.edu) to obtain an enrollment form via DropBox. Complete the enrollment form in DropBox no later than **Oct. 31** during open enrollment.

New hires can enroll for the 2025 calendar year within 60 days of hire.

### 3. Do I need to complete an enrollment form every year if I want to enroll in FSA, DCFSA, Transit or Parking savings accounts?

Yes, you must actively enroll and elect each benefit annually.

### 4. What is the minimum and maximum contribution for the spending accounts?

Health FSA: Minimum \$240; Annual Maximum \$3,200

Dependent Care: Minimum \$100; \$5000 Annual maximum if married filing jointly or \$2,500 if married filing separately.

Transit: \$300 monthly; \$3600 Annual Maximum

Parking: \$300 monthly; \$3600 Annual Maximum

5. The IRS may raise the Healthcare FSA limit in 2025. When will this be announced, and will MCCC raise the amount accordingly?

The published 2025 IRS maximums have not been released. The MCCC maximums will not change due to any potential IRS changes.

6. Can I change my elections mid-year?

Health FSA and Dependent Care elections can be changed during the plan year *only* if you experience a Qualifying Life Event (QLE).

Transit and Parking accounts allow you to change or cancel your election amount at any time. Please note, you must submit a new enrollment form to change your Parking and Transit election, and the change will not become effective until the first pay of the following month as timing allows.

7. What are examples of qualifying events/situations that I may be in that would allow me to change health/dependent care deductions?

Qualified status changes include marriage, divorce, birth or adoption of a child, change in child's dependent status, death of spouse, child or other qualified dependent, change in residence due to an employment transfer for you, your spouse, commencement or termination of adoption proceedings, or change in your spouse's benefits or employment status.

8. What happens when someone does not use the funds in their account by the end of the year?

Healthcare and Dependent Care FSA accounts provide you with 90 days after the end of the plan year to submit claims for reimbursement. This is called the "run out" period. The deadline to submit claims for the 2024 plan year is March 31, 2025. Transit and Parking Accounts continue to roll over annually. The rollover funds for the Healthcare FSA occurs on a year-to-year basis and rollover funds do not continue to accumulate. Again, Dependent Care FSA funds do not rollover, but if there are left over funds in the Dependent Care FSA account, then members can utilize the *run out period*.

9. Will I lose existing funds from my account at the end of this plan year?

No, any funds remaining in your account at the end of the plan year will rollover into your plan year account to the maximum limit of \$640.

10. Is the carry-over amount the total aggregate of all the accounts (Health, DCAP, Transportation and Parking)?

No, the carryover amounts are separate for Health, Transit and Parking accounts.

11. Will I receive a new debit card for each of my savings' accounts?

No, if you enroll in multiple savings accounts, such as Health FSA, Dependent Care FSA and Parking, you will receive one card in the mail prior to January 1, 2025. If you require additional cards, you can request them through the resources below:

- FlexFacts Website [www.flexfacts.com](http://www.flexfacts.com)
- FlexFacts Member site  
<https://flexfacts.wealthcareportal.com/Page/Home>
- FlexFacts Phone # 877-94-FACTS

12. Is there a cost for additional debit cards if I lose my card or need additional cards for dependents?

No, there is no cost to request additional debit cards.

13. Can my 18-year-old receive their own card?

Yes, ID cards can be requested for dependents 18 years and older. Birth dates are required information on the form.

14. When will I be registered for the FlexFacts FSA website?

2025 elections will be available to view on January 1, 2025.

15. Does participating in an FSA affect my earnings statement from Social Security?

Yes, because you are reducing your income by paying less for Social Security.

16. If my employment terminates, how would I access any monies still in my Healthcare FSA account?

Terminated employees that underspent at the time of termination would have the opportunity to enroll in COBRA and by enrolling in COBRA they would be able to utilize their leftover funds until the end of their 18-month continuation.

17. Can I use the parking account for personal use?

No, the transit and parking accounts are for public transportation only during work hours and for commuting to and from work by train and bus.

18. Am I able to use the Parking and/or Transit benefit if I have to travel for work? (i.e., parking at the airport; taxi while attending a conference)

The benefit can be used only for mass transit and not for gas or tolls.

Parking is for expenses related to the daily commute to and from your place of work. Travel for work is not eligible; again, it is commute not travel.

19. It is January 2025, and I spent \$100 on commuting costs. I submitted a transit enrollment form in time for February 2025 deductions. Can I use the money in February 2025 to reimburse myself for transit costs occurred in January?  
No, you must be enrolled prior to the date of the transaction/claim. All flexible savings accounts require you to be enrolled prior to allowing access to funds for reimbursement.
20. I want to buy a monthly train pass with my deductions—how does this work?  
You can buy a monthly pass with your FlexFacts debit card to set aside for pre-tax benefits, such as a monthly pass.
21. Am I able to elect parking and/or transit benefits for my spouse?  
No. Parking and/or transit benefits are for Mercer County Community College employees only, for your use commuting to and from work.
22. What are Eligible Day Camp Expenses?  
Day camp expenses may be reimbursed once the day camp dates occur.  
Registration fees paid prior to the camp start date are not eligible for reimbursement until the service begins.
23. What types of care do not qualify as Day Camp?  
-Overnight camps (even if day camp portion can be broken out).  
- Camp during non-work hours  
-Summer school or tutoring camps  
-Field trip fees or meals if broken out separately  
-Primarily educational (i.e. swimming lessons, music lessons, dance class, etc.)  
-Transportation expenses related to camp if broken out separately  
-Equipment fees or other associated materials related to the camp environment
24. If I don't want to contribute to an FSA for 2025, and if I participated in 2024 and will have \$610 roll over to 2025, do I need to complete a FLEX FACTS enrollment form with a "0" contribution for 2025 so that I can still use the \$610 in 2025, or can I NOT complete an enrollment form with "0" contributions (do nothing) and still utilize my Flex card?  
  
-No, you do not have to elect for the new plan year to be eligible for the carryover. Your rollover funds will automatically create a 2025 plan account balance even if you do not elect.
25. If I am currently enrolled in a transit account for the 2024 plan year, do I need to submit a new transit form for the 2025 plan year to continue buying transit passes I 2025.  
  
-Yes, transit elections do not auto-renew, so you will need to complete a new election form each year.
26. I would like a family member to care for my child. Can I pay a family member for childcare expenses with my Dependent Care FSA elections?  
  
-Yes, a family member can be paid for childcare expenses with Dependent Care FSA funds. The family member will need to provide their Social Security Number or Tax ID to claim the income.

**Reminder for 2025 plan participants: Use it or lose it Flexible Spending Accounts**

## **Health FSA**

**Plan year dates:** 1/1/2024-12/31/2024

**Rollover:** Up to \$610 of the 2024 balance will rollover into 2025.

The maximum amount IRS will allow you to rollover to the next plan year if you do not spend all of your funds.

**Claim run out date:** 3/31/25

The day which all of your manual claims must be submitted. All claims must have incurred during the plan year, January 1, 2024- December 31, 2024.

For clarification, there is no *Rollover* for Dependent Care Account but there is a *Grace Period*.

## **Dependent Care Account**

**Plan year dates:** 1/1/2024-12/31/2024

**Grace period:** Until 3/15/2025

All claims must have incurred during the plan year including the grace period. This means you can incur and submit a claim up March 15, 2025. '

**Claim run out date:** 3/31/25

The day which all of your manual claims must be submitted from January 1, 2024- March 15, 2025. For clarification, there is no *Grace Period* for Health FSA but there is a *Rollover*.

For those employees who had a Health Care FSA or a Dependent Care FSA account in 2024: **All eligible claims must be submitted to Flex Facts no later than March 31, 2025 for reimbursement.**

Monies left in your Health FSA or Dependent Care FSA account at the end of the plan year is forfeited as per the IRS use-it-or-lose-it rule.

Should you have any questions, **please contact Flex Facts at** 877-943-2287.