



Campaign for Tobacco-Free Kids Benefits Summary 2025

Employer-provided benefits are an important factor in total compensation of potential employees. The Campaign is committed to providing a competitive and comprehensive employee benefits package to all employees. Regular full-time employees who work at least thirty hours a week and their dependents, including domestic partners, are eligible for the following benefits on date of hire.

Benefits are reviewed and approved by the Board of Directors annually.

MEDICAL INSURANCE

The Campaign for Tobacco-Free Kids sponsors a group health plan for its full-time employee and their families, including domestic partners. Our current contribution is 95% of the cost for employees and 80% for their dependents.

DENTAL INSURANCE

The Campaign sponsors a group dental plan for its full-time and their families, including domestic partners. Our current contribution is 100% of the cost for employees and 70% for their dependents.

VISION INSURANCE

The Campaign offers an employee-paid vision plan. Some restrictions apply.

LIFE INSURANCE

The Campaign provides life insurance with benefit equal to two times an employee's salary, up to a pre-determined maximum. Currently, the Campaign pays 100% of the premium.

PARENTAL LEAVE

Full-time eligible employees (1 year of continuous service):

- Parental Leave: Up to 16 weeks: CTFK will supplement up to 12 weeks of DCPAID Family Leave, staff may also use accrued sick, vacation and personal leave; CTFK will allow birthing parent, a maximum of two additional months but not to exceed 6 months' Work from Home after parental leave is exhausted.
- CTFK will supplement up to 2 weeks of DC Paid Family leave for Family Medical leave;
- CTFK will supplement up to 2 weeks of DC Paid Family leave for your own medical leave

SHORT-TERM DISABILITY

The Campaign provides short-term disability to all full-time employees. The short-term disability plan pays 66% of employee's salary, after a 14-calendar waiting period up to 7 weeks.

LONG-TERM DISABILITY

The Campaign provides long-term disability to all full-time employees. The long-term disability plan pays 60% of an employee's monthly salary up to \$10,000.

OPTIONAL EMPLOYEE PAID SUPPLEMENTAL INSURANCE-ASSURANT

The Campaign offers supplemental Life, Accident, and Critical Illness insurance. This coverage is paid by the employee.

FLEXIBLE SPENDING ACCOUNT

The Campaign participates in a Flexible Spending Accounts (FSA) Program. Flexible Spending Accounts allow participants to pay for unreimbursed out-of-pocket medical, dental and vision expenses as well as dependent care.

403(b) RETIREMENT

To help employees save for retirement, the Campaign sponsors a 403(b) plan. All employees are eligible to enroll in the plan on the 1st day of employment. The employer contribution is currently 9% of compensation subject to annual Board of Directors approval.

PRE-TAX METRO AND PARKING ALLOWANCE

All employees may elect pre-tax salary deduction for transit and parking costs. (\$ 325.00 Max for 2025)

EMPLOYEE ASSISTANCE PROGRAM

The Employee Assistance is offered to all Campaign Employees and their immediate family members. This is a completely confidential and no cost counseling program that provides help with family, financial, professional and life issues.

PAID TIME OFF

The Campaign offers the following Paid Time off: Accrual amounts are based on employment levels and status:

- Sick Leave: 10 Days;
- Vacation Leave: 15 Days; Vice President Vacation accrual -20 Days;
- Personal Leave:
 - Years 1-4 - 5 Days
 - Years 5-9 – 6 Days
 - Years 10-14 – 7 Days
 - Years 15-19 – 8 Days
 - Years 20-24 – 9 Days
 - Years 25-30 – 10 Days
- Anniversary Leave: After 12 months of employment, staff will earn an anniversary day annually in the month of their anniversary. (Day must be used within the month of their anniversary day)

HYBRID WORK MODEL

Currently, the Campaign supports a Hybrid Work model with 2 Days work from Home and 3 days physically in the Office.

Annually, staff may work remotely anywhere for 2 weeks; these two weeks cannot be taken consecutively.

Holidays

Full-time employees will receive (12) paid holidays per year:

- New Year's Day
- Martin Luther King, Jr. Birthday
- President's Day
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Indigenous Peoples Day /Columbus Day
- Veterans Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Day