

→ FCPS is Launching a Retirement Notification Incentive ←

What is the incentive and how will it be awarded?

- A one-time payment of \$500 will be processed on the June 15th pay period prior to your actual retirement date of July 1st.

Why is the incentive being offered?

- Knowing what positions will be vacant early in the Spring will allow us to fill vacancies with internal transfers, employees returning from leave and/or new applicants. This will help us to resolve staffing challenges in a timely fashion.
- It also allows our Budget Department to more accurately forecast salary costs for the FY 2019 school year.

Who is eligible to receive the incentive?

- An employee who has already submitted retirement notification with an effective date of July 2018.
- An employee who gives notification of their July retirement (disability, early, or service) **by March 1, 2018.**

What are the other requirements to qualify for the incentive?

- Meet with a retirement coordinator in Human Resources during the month of February (or earlier). You may schedule a second appointment with a retirement coordinator after March 1 to review pension options and finalize all remaining retirement forms.
- **By March 1, 2018** sign and submit the **Status Change** form noting a retirement date for July 1, 2018.

How should I prepare for my meeting with the HR Retirement Coordinator?

- Review the available retirement information on the FCPS website in the Benefits Link section.
- <http://www.fcps.org/staff/Benefits>
- If you have not yet done so, send to the MD Retirement Agency an [Application for an Estimate of Service Retirement Allowance](#): *It is not a requirement that this form be in hand to sign the FCPS Status Change form.*
- Call Mary Marshall in HR at 301-644-5100 to set your appointment with a HR Retirement Coordinator.

Where can I find more information?

- Penny Opalka (301.644.5112) and Tricia Riley (301.644.5092) are well versed in the Retirement Incentive Project and will be available to respond to your phone or email questions.

Source: Human Resources, January 3, 2018