

➔ 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 pay period following your actual retirement date. Example: retirement date is May 1, the incentive will be processed May 15th.

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 2017-18 school year.

Who is eligible to receive the incentive?

- An employee who has already submitted retirement notification with an effective date of March, April, May, June, or July 2017.
- An employee who gives notification of their March, April, May, June or July retirement (disability, early, or service) **by March 1, 2017**.

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, 2017** sign and submit the **Status Change** form noting a retirement date on or before July 1, 2017.

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-Links-and-Forms1.cfm#Pension Plans](http://www.fcps.org/staff/Benefits-Links-and-Forms1.cfm#PensionPlans)
- 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 Kristin Price 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, November 28, 2016