

LA Department of _____

2006 Fringe Benefit Plan

The Department of _____ provides to certain employees various types of fringe benefits, both taxable and nontaxable, cash and noncash. The conditions under which employees receive these benefits are described as follows:

Uniforms

Uniform cleaning allowances are provided to police officers to help others to properly identify them. These employees are compensated at \$XXX per month, through the payroll system biweekly, and the amounts are included in taxable income when received. Appropriate income and employment taxes are also withheld.

Qualified Parking

The department pays for parking spaces in a commercial lot for employees who work at the Baton Rouge office location since no other parking is available. The cost is \$XX per space per month, or \$XX biweekly using 26 pay periods. This benefit is nontaxable according to IRS regulations since it is less than the monthly exclusion amount of \$205.

Home Stored State Vehicles

State vehicles are provided to certain individuals whose jobs require extensive work related travel. The valuation method used is the Commuting Rule and is valued at \$3 per day. The amount is included in the employees' income, and appropriate income and employment taxes are withheld.

Lodging

The department provides housing for some employees at specific facilities; and these employees must reside in this housing as a condition of employment for the purpose of providing 24-hour security to the facility. This benefit is excluded from income and is not taxable.

Moving Expenses

Relocations expenses are reimbursed or paid on behalf of new employees when approved by the Agency Head. Reimbursements are in accordance with state travel regulations as well as IRS regulations. Taxable amounts are included in taxable income when received, with the appropriate income and employment taxes withheld. Nontaxable amounts are reported in box 12 on the W-2 form along with the code P.