**Email to employees**

Subject: Benefits available to you

[Employer name] partners with the Board of Pensions to offer you comprehensive healthcare coverage, a multi-dimensional well-being initiative, and more through the Benefits Plan of the Presbyterian Church (U.S.A.). At the foundation of these benefits is the Board’s commitment to wholeness — the spiritual, health, financial, and vocational components of overall well-being.

Available coverage includes [add/delete available benefits, as needed]

* medical coverage (including a vision exam benefit and Teladoc access;
* prescription drug benefits;
* preventive care benefits;
* a well-being initiative through Call to Health;
* an Employee Assistance Program (EAP);
* health and dependent care flexible spending accounts (FSAs);
* vision eyewear coverage;
* dental benefits;
* group term life coverage;
* supplemental death benefits coverage; and
* participation in the Retirement Savings Plan of the Presbyterian Church (U.S.A.) (RSP).

You are invited to a meeting [date, time, room] to hear an overview of these benefits, have an opportunity to ask questions, and learn how to enroll online using Benefits Connect.

**The enrollment window will be open [window start date] through [window close date] for coverage effective [coverage start date].**

Be sure to review the materials provided or visit **pensions.org/benefitsguidance** for more information. You may also call the Board at 800-773-7752 (800-PRESPLAN) with questions about any of the benefits listed above, or for assistance with Benefits Connect or making your online elections.