

SUMMIT BENEFITS SUMMARY FOR FULL-TIME EMPLOYEES

Holidays	Eight Annual Holidays	New Year's Day; Memorial Day; Independence Day; Labor Day; Thanksgiving Day; Thanksgiving Friday; Christmas Eve; Christmas Day
Paid Time Off (PTO)	1-17 months service: 18+ months service:	10 hours/month (15 days per year) 13.33 hours/month (20 days per year)
Health/Dental Insurance	Cigna	100% premium for full-time employees 75% of family premium to be covered by employee Eligible on 1 st of month following start date
Flex Spending Account	\$2,650 – medical \$5,000 – dependent care	Employees may defer up to the maximum per year for certain health-related expenses.
Disability Insurance	Long Term	Employees unable to work (for over six months or due to disability) earn 60% of pay (up to \$6,000 per month)
	Short Term	Once out of work for eight days, insurance will pay 60% of pre-disability earnings up to \$1,000/week
Life Insurance	\$50,000 coverage	First \$50,000 is fully paid; Additional coverage may be purchased for self and spouse
Retirement	401(k) Plan	Up to 4% Summit match and semi-monthly contribution; automatically vested
Commute	SmarTrip	Employees can withhold part of their paychecks to have tax-free funds transferred to their SmarTrip Cards
	Capital Bike Share	Free membership; Summit pays annual membership fee
Health & Wellness	Fitness	Employees can use the onsite fitness center free of charge Summit subsidizes yoga classes and team sport registration fees
	Nutrition	Summit provides free healthy snacks in the breakroom
Pinnacle Awards	Discretionary	Directors may recognize employees for excellent work through the use of Pinnacle awards Analysts and Sr. Analysts can receive up to \$2,000, and Consultants and Sr. Consultants can receive up to \$3,000 per year
Professional Development & Tuition Allowance	Up to \$2,500 annually	Subject to management approval and other restrictions
New Parent Leave	Birth or adoption	New Parents are awarded four weeks of New Parent Leave, which can be combined with PTO or Short Term Disability To be eligible, the employee must have worked with Summit for one year
Unpaid Sabbaticals	Up to four months	Must be with Summit for four years
Paid Family Leave	Up to two weeks	Employees are eligible for up to two weeks of paid time off to care for a seriously ill or injured immediate family member To be eligible, the employee must have worked with Summit for one year
Benefits listed above are for full-time employees. Availability and extent of benefits may vary for part-time employees or under other circumstances.		

