

Your guide to knowing what to expect—when you’re expecting.

Parental Leave: Non-Birth Parent

Sunrun provides eligible employees with paid parental leave called “Baby Bonding.” The following provides a high level overview of the Baby Bonding program.



Fast Facts

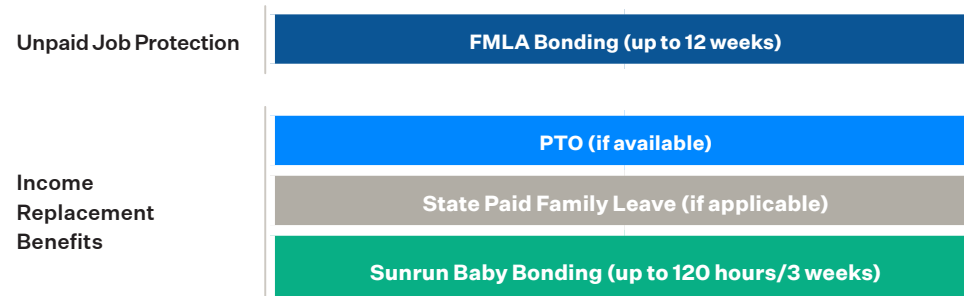
- One year of consecutive service at the time of birth, adoption or foster care placement
- Full-time, regular employees (30+ hours per week)
- 120 hours/3 weeks of Baby Bonding time
- Coordinates with other applicable programs (e.g., FMLA, paid family/medical leave, state leave)
- Paid at your regular rate of pay
- Qualifying reasons include birth, adoption and foster care placement
- In the case of birth, Baby Bonding is payable after the baby is born

To Do Checklist – Quick View

- Contact Voya at (888) 464-3652 to request your leave. Voya will administer your FMLA/leave.
- Notify your manager and benefits@sunrun.com that you need a leave of absence.
- If you work in California, Hawaii, Massachusetts, New Jersey, New York or Washington, be sure to file for paid family leave benefits.
- Enroll your newborn in coverage by logging on to [OKTA Single Sign-On](#) and clicking on the “Workday” link within 30 days after the baby is born. For instructions on how to add your baby to your health plan, [click here](#).
- One week prior to returning to work, coordinate your return to work with your manager and benefits@sunrun.com.
- Check out our detailed, supplemental To Do Checklist on sunrun.gobenefits.net.

How Do All of These Programs Work?

Below is a graphic and brief explanation of each program and how they work together while on leave. It is for illustrative purposes only. Your personal circumstances may vary. **Note:** For definitions of the terms used below, please refer to the next page.



IMPORTANT NOTES

- It is your choice on how/when you want to coordinate any remaining PTO and Sunrun’s Baby Bonding benefit.
- If you work in California, Hawaii, Massachusetts, New Jersey, New York or Washington, be sure to file for paid family leave benefits.

The Support You Need

Keep the following list of contacts handy both during and after your pregnancy to ensure you and your newborn receive the benefits and care you need.

Topic	Contact	Phone & Email	Website & Network
General Benefits/ Enrollment	Benefits Advocate Center	(844) 632-2197 Monday–Friday, 7 a.m. to 5:30 p.m. PT champion@hubinternational.com	sunrun.gobenefits.net www.sunrunbenefits.com
General Baby Bonding Questions	Sunrun Benefits Team	N/A	benefits@sunrun.com
Sunrun Leave Administration	Voya	(888) 464-3652	www.voya.com

Definitions

FMLA*: provides unpaid job protection to eligible employees. Administered by Voya. Eligibility: minimum 12 months of service, and at least 1,250 hours worked in last 12 months.

State Paid Family/Medical Leave (PFML): depending on which state you work in, you may be eligible to receive state paid family leave benefits.

Baby Bonding: provides supplemental pay and may be used during bonding leave. Administered by Voya, paid by Sunrun.

*there may be other state leave entitlements for which you are eligible.