

Summary Plan Description

Union Plus Mortgage Assistance Program of the AFL-CIO Mutual Benefit Plan

- 1) The Union Plus Mortgage Assistance Program ("Mortgage Assistance Program") is one of a number of benefit programs offered through the AFL-CIO Mutual Benefit Plan ("Mutual Benefit Plan," or "Plan"). The following information constitutes the Summary Plan Description for the Plan, as required by the Employee Retirement Income Security Act of 1974 ("ERISA").
- 2) **Eligibility and Benefits** – If you are eligible for the Program, you are a participant in the Plan. To be eligible for the Mortgage Assistance Program you must either be a member in good standing of a Union that participates in the Union Plus Mortgage Program and have had your Union Plus mortgage on your primary residence for at least one year, or the spouse, domestic partner, parent or child (including adopted and step children) of a member in good standing of a Union that participates in the Union Plus Mortgage Program, and a signer or cosigner on a Union Plus mortgage that was obtained at least one year before your application for benefits. Where there are cosigners on a mortgage, each cosigner's eligibility for benefits is considered separately. It is only necessary for one cosigner to meet the benefit eligibility requirements. You must complete an application for benefits. Information about applying for benefits is available at UnionPlus.org

There are three different benefits offered under the Mortgage Assistance Program - an **Unemployment and Disability Loan Benefit**, a **Strike/Lockout Grant**, and a **Hospital Grant**.

You are eligible for an **Unemployment and Disability Loan Benefit** if you or your eligible cosigner are out of work due to a union-approved strike, lockout, involuntary unemployment, or disability, and if your income or the eligible signer's or cosigner's income is reduced by at least 50% of the monthly mortgage payment. In the case of strike or lockout, you will be eligible for a Loan Benefit for the period before the 30-day of a strike or lockout, as well as after you have exhausted your Strike Benefits. You must provide proof of your involuntary unemployment, disability or union-approved strike or lockout and the resulting loss of monthly income. The Loan Benefit will provide you an interest-free loan that will be used to make your Union Plus Mortgage payments. The initial loan will cover up to 3 months of payments, and you can recertify your eligibility after 3 months to become eligible for 3 additional months of payments. The maximum number of monthly loan payments covered is 6. The Plan will make all payments directly to the mortgage lender, and total payments will not exceed \$15,000. Up to the first \$1,000 of the first loan you receive under the Loan Benefit does not have to be repaid. You are required to repay the balance of the loan beginning four months after your benefit period ends. For a loan balance greater than \$4,500, the monthly payments will be 10% of your monthly Union Plus Mortgage payment. For a loan balance of \$4,500 or less, the monthly repayments will be \$75. If you pay off your mortgage through the sale of the home or refinancing of the mortgage other than through the Union Plus Mortgage program, the full amount of any Loan Benefit will become due and payable to the extent the proceeds of the sale or refinance exceed the amount of the mortgage at the time of the sale. If you or your eligible signer or co-signer die before the loan is repaid in full, the unpaid balance of the loan will be forgiven. You are eligible to receive additional payment assistance loans for subsequent covered circumstances unrelated to prior events provided all prior loans have been repaid as agreed and in full, excluding the first \$1,000 of your Loan Benefit that does not have to be repaid.

You are eligible for a **Strike or Lockout Grant** after the 30th day you are out of work due to a Union-approved strike or lockout. You must complete the required application and provide proof you have been unemployed due to a strike or lockout for a minimum of 30 consecutive days. The Strike/ Lockout Grant will provide you with a grant beginning the first payment due after the 30th day of a Union-approved strike or lockout. This benefit will cover up to 6 mortgage payments. Grants made under the Strike Benefit will be paid directly by the Plan to the mortgage lender and total payments will not exceed \$15,000. You are eligible to receive a Strike or Lockout Grant for only one union authorized strike or lockout during the term of your mortgage.

You are eligible for a **Hospital Grant**, if you or a member of your household has unreimbursed hospital expenses that are (1) a result of a hospitalization event or events that took place during the 12-month period before you apply for a Hospital Grant, and (2) equal to 10% or more of your annual household income. To demonstrate eligibility for a Hospital Grant, you must submit proof of household income and documentation to prove dates and charges for the hospitalization and any related insurance reimbursements received. You are eligible to receive a Hospital Grant no more than once in your lifetime. You are not eligible to receive a Hospital Grant if you have already received a Hospital Grant as a Union Plus credit card holder or Union Plus insurance policy holder. The Hospital Grant will provide you with a one-time grant of \$1,000 for unreimbursed hospital expenses. The grant will be paid directly to you.

- 3) **Plan Sponsor** - The Plan is maintained by the American Federation of Labor and Congress of Industrial Organizations ("AFL-CIO"), located at 815 16th Street NW, Washington, DC 20006.
- 4) **Identification Number** - The AFL-CIO has been assigned EIN 530228172 by the IRS. The Plan Number is 501.
- 5) **Type of Plan** - The Plan is an employee welfare benefit plan. At present, the Plan provides mortgage assistance benefits, cardholder assistance benefits, and insurance assistance benefits, and administers life insurance, accidental death and dismemberment insurance, and other supplemental health insurance coverage provided through insurance companies.
- 6) **Plan Administrator** - The Trustees of the Fund serve as the administrator of the Plan. The Trustees have delegated certain administrative responsibilities to Union Privilege ("UP"). If you would like to contact the Board of Trustees or UP regarding the Plan, please write to UP at 1125 15th Street NW, Suite #300, Washington, DC 20005, 202-293-5330.

- 7) **Service of Process** - The persons designated as agent for service of legal process is UP at 1125 15th Street NW, Suite #300, Washington, DC 20005. Service of legal process may also be made upon a Plan trustee or the Board of Trustees.
- 8) **Trustee** - The Plan is administered by the Board of Trustees of the Fund. The individual Trustees on the Board of Trustees are: Mr. Morton Bahr, Mr. Greg Hamblet, Mr. Donald Wharton, and Mr. Paul Whitehead. Mr. Whitehead's business address is: 1303 Outer Drive, State College, PA 16803. The composition of the Board of Trustees may change from time to time, and all correspondence to the Trustees should be directed care of UP at the address listed in paragraph 6.
- 9) **Termination of Coverage & Loss of Eligibility** - The AFLCIO may terminate or amend or change the eligibility rules for the Plan or the Program at any time in its discretion. The Trustees may establish whatever rules are necessary for the administration of the Program, and have the right to discontinue benefits under the Program at their discretion. Failure to provide complete and accurate information on any application may result in a loss of eligibility.
- 10) **Contributions** - All money used to fund the Mortgage Assistance Program is received from JPMorgan Chase Bank, NA, the issuer of mortgages for the Union Plus Mortgage program.
- 11) **Funding Medium** - Program benefits are provided through assets held in trust by the AFL-CIO Mutual Benefit Fund.
- 12) **Plan Year** - the Plan's fiscal year ends on December 31.
- 13) **Submitting a Claim** - To apply for a Loan Benefit, call Union Plus Mortgage at 1-800-848-6466 as soon as you become aware of the event (strike, lockout, disability, or unemployment) creating your eligibility for a benefit. An application and instructions will be mailed to you. Return the completed application and all required documents, as instructed. You may be required to provide additional information before a decision is made on your application.

To apply for a Strike Benefit, call Union Plus Mortgage at 1-800-848-6466 at least two weeks before the 30th day of the union-authorized strike or lockout creating your eligibility for a benefit. An application, Strike Verification Form and detailed instructions for completing it will be mailed to you. Return the completed application and Strike Verification Form as instructed.

To apply for a Hospital Grant, go to UnionPlus.org, complete the application on-line, then print, sign and mail it as instructed, with documentation of your household income and your out-of-pocket hospital expenses. If you do not have a computer, call 1-800-472-2005 and request an application by mail.

- 14) **Claim Determinations** - The Fund will send you a notice of its determination regarding your application for benefits within 90 days after the date all the materials necessary to process the claim are received. If circumstances require an extension of time, the Fund will provide you a notice explaining why an extension of time is needed and the expected decision date. In no event will the extension exceed a period of 90 days. If the Fund denies your claim, you will be sent a written notice explaining why. You have the right to appeal a denial of your claim with the Fund's Board of Trustees within 60 days from receipt of the denial notice. Your appeal must be in writing and must be sent to the Trustees care of the address in Paragraph 6. On appeal, you will have the right (a) to submit information relating to your claim for benefits; and (b) upon request, to have reasonable access to, and free copies of, all information relevant to your claim for benefits. In making a decision on review, the Trustees will review and consider all information without regard to whether such information was submitted or considered in the initial claim determination. The Trustees will normally make a decision within 60 days following receipt of an appeal, but if special circumstances exist, the Trustees may require an extension of time of up to 60 days. If an extension is needed, you will be notified of the special circumstances that require an extension and the expected decision date. If the extension is due to your failure to provide information necessary to decide the appeal, the period of time shall be tolled until you provide the additional information. The Trustees will send you a notice of the decision on your appeal (whether approved or denied). If the Board of Trustees denies your appeal, the notice will provide (a) the specific reason or reasons for the denial; (b) references to the Plan provisions on which the denial is based; (c) a statement that you are entitled to receive, upon request and free of charge, reasonable access to, and copies of, all documents, records, and other information relevant to your claim for benefits; and (d) a statement of your right to bring an action under Section 502(a) of ERISA.

The Board of Trustees has the power and sole discretion to interpret, apply, and construe the provisions of the Plan and make all factual determinations regarding the construction interpretation and application of the Plan. The decision of the Board of Trustees is final and binding.

If your claim is denied, in whole or in part, you are not required to appeal the decision. However, you must exhaust your administrative remedies by appealing the denial before you have the right to bring an action in state or federal court. Failure to exhaust these administrative remedies will result in the loss of your right to file suit, as described in Paragraph 15.

- 15) **Statement of ERISA Rights** - As a participant in the AFLCIO Mutual Benefit Plan, you are entitled to certain rights and protections under ERISA. ERISA provides that all plan participants shall be entitled to:
 - Examine, without charge, at the Plan Administrator's office, all documents governing the plan and a copy of the latest annual report (Form 5500 series) filed by the plan with the U.S. Department of Labor and available at the Public Disclosure Room of the Employee Benefits Security Administration.

- Obtain, upon written request to the Plan Administrator, copies of documents governing the operation of the plan and copies of the latest annual report (Form 5500 series) and updated summary plan description. A reasonable charge may be made for the copies.
- Receive a summary of the Plan's annual financial report. The Plan Administrator is required by law to furnish each participant with a copy of this summary annual report. In addition to creating rights for plan participants ERISA imposes duties upon the people who are responsible for the operation of the employee benefit plan. The people who operate your plan, called "fiduciaries" of the plan, have a duty to do so prudently and in the interest of you and other plan participants and beneficiaries. No one, including your employer, your union, or any other person, may fire you, or otherwise discriminate against you in any way to prevent you from obtaining a welfare benefit or exercising your rights under ERISA.

If your claim for a welfare benefit is denied in whole or in part, you have a right to know why this was done, to obtain copies of documents relating to the decision without charge, and to appeal any denial, all within certain time schedules.

Under ERISA, there are steps you can take to enforce the above rights. For instance, if you request a copy of plan documents or the latest annual report from the plan and do not receive them within 30 days, you may file suit in a federal court. In such a case, the court may require the Plan Administrator to provide the materials and pay you up to \$110 a day until you receive the materials, unless the materials were not sent because of reasons beyond the control of the administrator. If you have a claim for benefits, which is denied or ignored, in whole or in part, you may file suit in a state or Federal court. If it should happen that plan fiduciaries misuse the plan's money, or if you are discriminated against for asserting your rights, you may seek assistance from the U.S. Department of Labor, or you may file suit in a Federal court. The court will decide who will pay court costs and legal fees. If you are successful the court may order the person you have sued to pay these costs and fees. If you lose, the court may order you to pay these costs and fees, for example, if it finds that your claim is frivolous.

If you have any questions about your plan, you should contact the Plan Administrator. If you have any questions about this statement or about your rights under ERISA, or if you need assistance in obtaining documents from the Plan Administrator, you should contact the nearest office of the Employee Benefits Security Administration, U.S. Department of Labor, listed in the telephone directory or the Division of Technical Assistance and Inquiries, Employee Benefits Security Administration, U.S. Department of Labor, 200 Constitution Avenue NW, Suite N-1513, Washington, DC 20210. You may also obtain certain publications about your rights and responsibilities under ERISA by calling the publications hotline of the Employee Benefits Security Administration.

