



FY 2024-25 Supplement Program Required Information & Documentation

Application Period:

Tuesday, April 9, 2024 through Friday, May 10, 2024 at 11:59 p.m. MDT

INFORMATION YOU WILL NEED TO COMPLETE THE APPLICATION

- ✓ All Social Security Numbers (SSNs)
- ✓ Date of hire with the State of Colorado
- ✓ The plan name and level of current state medical coverage
- ✓ Name of employee, dependents, and other household members
- ✓ 2023 total income for all household wage earners (age 16 and older)

REQUIRED DOCUMENTATION YOU WILL NEED TO UPLOAD:

- ✓ 2023 Federal Income Tax Return (Form 1040, Pages 1 & 2) (for all household wage earners age 16 and older)
 - If you have household members age 16 and older who did not make enough to file taxes, you must upload a copy of their 2023 W-2
 - If you have household members age 16 and older who did not work at all during 2023, you must upload an Attestation of Unemployment Form
- ✓ Registered birth certificates/adoption certificates/allocation of parental responsibility requiring you to provide medical coverage/foster care documents
- ✓ Registered marriage or civil union certificate/affidavit of common law marriage
- ✓ Unexpired driver's license or State ID for all household members age 16 and older (except the employee and their spouse)

If you have any questions please direct them to:

Employee Benefits Unit

State_Benefits@state.co.us | colorado.gov/dpa

Fraud

It is unlawful for any person to knowingly and intentionally provide false, incomplete, or misleading facts or information for any benefits enrollment or application process, affidavit, or other document or process for the purpose of defrauding or attempting to defraud the State of Colorado with regards to the application for benefits, benefits premiums or claim for benefits. Penalties may include imprisonment, fines, denial of enrollment in any or all of the state's group benefit plans, civil damages, termination of enrollment in any or all of the state's benefit plans, or as provided in regulations, statutes, and written directives.