

City of Dallas Paid Parental Leave



We are proud to announce an exciting new benefit in conjunction with Family Medical Leave Act (FMLA) leave for City of Dallas employees expecting a newborn, newly adopted, or newly placed child – **Paid Parental Leave**.

On or after October 1, 2021, full or part-time City of Dallas employees who have given birth, need to care for, adopted, or received placement of a child age twelve or younger may be eligible to receive up to six weeks paid leave to help support the new addition to their family.

Paid Parental Leave runs concurrently with FMLA leave. City of Dallas employees must be eligible for FMLA leave before they can be approved for Paid Parental Leave.

How does it work?

See the frequently asked questions below to learn more about the program.

1. Who is eligible for Paid Parental Leave?

Full or part-time City of Dallas employees that have been employed for at least twelve months, are FMLA eligible, and:

- Have given birth to a child on or after October 1, 2021; or
- Need to care for a child born on or after October 1, 2021; or
- Have adopted or have received placement of a child in foster care on or after October 1, 2021.

2. Are temporary and seasonal City employees eligible for Paid Parental Leave?

No, temporary and seasonal City employees are not eligible.

3. Does adoption through marriage qualify for Paid Parental Leave?

No, adoption through marriage does not qualify City employees for Paid Parental Leave.

4. What if a City employee other than the child's parent is caring for the child?

If the City employee is now in full legal custody or legal guardianship of the child and has been approved for FMLA leave, they may be eligible for Paid Parental Leave.

5. What if both parents are City employees? Can they both receive Paid Parental Leave at the same time?

If both parents/legal guardians are City employees, they must share one allotment of Paid Parental Leave not to exceed the maximum of six weeks.

6. How much paid time off does Paid Parental Leave cover?

Paid Parental Leave covers up to the first six weeks of FMLA leave after the birth, adoption, or foster placement of the child. City employees must use Paid Parental Leave before any other paid leave.

7. What's the difference between FMLA leave and Paid Parental Leave?

FMLA leave provides job protection for up to twelve weeks of unpaid leave due to an illness, injury, birth, or adoption. Paid Parental Leave is paid leave that can be approved in conjunction with FMLA leave for City employees who become a legal guardian of a child age twelve or under in the event of child birth, adoption, or foster care.

8. What if I am out on bedrest prior to the delivery of my child? When will Paid Parental Leave go into effect?

Paid Parental Leave goes into effect after the child is born.

9. What if I give birth to, am placed with, or adopt more than one child? Can I receive more than six weeks of Paid Parental Leave?

No, you will only receive one allotment of Paid Parental Leave at a time per rolling twelve month period.

10. What if my due date changes or the baby comes earlier or later than expected?

If you need to change the dates of your Paid Parental Leave request for any reason you must first contact FMLASource and update your FMLA dates with them. After that is completed, please email CODemployeepaidleave@dallascityhall.com to inform them of the new dates.

11. How do I apply for Paid Parental Leave?

Requests for Paid Parental Leave can be emailed to:
CODemployeepaidleave@dallascityhall.com.

12. What if I have other questions about Paid Parental Leave?

Questions regarding Paid Parental Leave can be emailed to:
CODemployeepaidleave@dallascityhall.com.