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| Program Component | Program Guideline |
| Enrollment Window | Within the first 3 years of OkACTE membership or when the board approves open enrollment |
| Eligibility to Participate | Active and Retired OkACTE Members and their Spouses  Retired members must have been a member of the plan at least (5) years prior to their retirement. They are also required to maintain their OkACTE/ACTE Loyalty Membership dues.  Newly married participants can enroll their spouses within 60 days after their marriage |
| Update to Membership type | Current OkACTE members and their spouses are included in one pool. Each person, member and/or spouse, will be listed as a MBP participant, and will be required to pay the $10 fee per death  ***Upon the death of the OkACTE member, the membership of the spouse is terminated*** |
| Cost to Participate | $20.00 to enroll + $20.00 to get two deaths ahead in the program= **$40**  **All MBP participants** will pay $10.00 per death after initial fees are paid |
| Staying Active in MBP | Membership must be current with OkACTE and payments received before 60-day drop date |
| Billing/Payments | CCOSA bills all participants $10.00 after a death occurs  Participants have 60 days after a death to pay their $10.00 and stay active in MBP  **Participants are dropped from the program after 60 days of non-payment** |
| Returning to Active Status | In order to return to active status the individual would pay a $30.00 reinstatement fee + $20.00 to get two deaths ahead in the program |
| Payout to Beneficiary | 95% of monies in pool distributed to designated MBP participant beneficiary |
| Available Funds | MBP will always be two deaths ahead in the fund |

**How to Register:**

* Log onto the OkACTE website, [www.okacte.org](http://www.okacte.org)
* Go to Membership Information Page
* Select Mutual Benevolence
* Select Register in the CCOSA/OkACTE Mutual Benevolence Plan