RESEARCH FOUNDATION CUNY

RESEARCH FOUNDATION
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MEMORANDUM

To: OneRF Users (PIs, GOs, Authorized Signatories, RF Field Staff)
From: RFCUNY (RF_Announcements@rfcuny.org)
Subject: OneRF Spotlight: Open Enrollment in OneRF
Date: November 11, 2026

This memorandum provides the text of the OneRF Spotlight, a regular communication that provides details, resources, and information about key workflows in OneRF. The Research Foundation of the City University of New York (RFCUNY) has designed this message for all OneRF users. We encourage you to share the contents with your team.

About Open Enrollment in OneRF
OneRF is RFCUNY's centralized platform for processing human resources and benefits transactions, including the annual Open Enrollment process. Open Enrollment provides an opportunity for RFCUNY employees to change or renew their coverage, update their information, and compare plan options for 2027. RFCUNY encourages all employees to consider monthly premiums, out-of-pocket costs, and prescription drug coverage when selecting a plan.

What to Know About Open Enrollment This Year
This year's Open Enrollment period began on Monday, November 2, 2026 and ends on Monday, November 23, 2026.

The national context: as many may be aware, over the last few years our country has been facing significant increases in health care costs for employers and employees. National benchmarks for American medical costs show the highest average rate increase in nearly two decades. In the face of these intense market pressures, RFCUNY has been able to expand our already strong benefits package while keeping our increase below the national average.

Your health and wellness, and that of everyone connected to RFCUNY, is our top priority. All RFCUNY employees should review the key resources below as they consider insurance options for 2027.

- RFCUNY Open Enrollment Information - this webpage contains detailed information regarding Open Enrollment and the options for medical, dental, and vision insurance.
- Virtual Town Hall Sessions with our insurance providers – these meetings will help employees learn more about the available options. The sessions will be held throughout the month and will be recorded.
- Presentation on Open Enrollment – these slides are suitable for review and distribution and are tailored to RFCUNY field employees.

Employees should have also received an automated task in OneRF with a unique link to begin the Open Enrollment process. The link includes the relevant information and **RFCUNY asks that all employees review the options, make sure that all data and information is correct, and select the plan that makes the most sense for them and their families**.

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Additional Resources on RFCUNY Benefits, and OneRF
RFCUNY has developed extensive resources to help OneRF users navigate and understand human resources in OneRF and benefits at RFCUNY.

- RFCUNY Benefits for Project Employees – the section of our website contains detailed information on the full package of benefits that employees get access to at RFCUNY.
- OneRF Job Aids – these job aids provide detailed, step-by-step guidance on how to access and perform key tasks in OneRF, including information on accessing the benefits offered by RFCUNY.
- OneRF Role Access Matrix – (last updated: September 23, 2026) Use this chart to identify the specific reporting tasks and transactions that you can and should have access to in the OneRF system.
- OneRF Terminology Crosswalk – (last updated: June 22, 2026) This living, searchable glossary presents the current terms used in OneRF alongside the previous terms used by RFCUNY legacy processes.
- OneRF Release Notes (last updated: November 5, 2026) This regularly-updated document gives an overview of the many updates RFCUNY has made to streamline and optimize OneRF since the launch.

Special Note: Paid Family Leave Benefit Changes for 2027
The New York State Paid Family Leave (PFL) law mandates that the cost of PFL benefits must be paid by employees through payroll deduction. The deduction rate is set by the state and starting January 1, 2027, it will increase from 0.432% to 0.452% of the employee's weekly wages. The maximum annual cap contribution will increase from $411.91 to $451.81.
The Paid Family Leave maximum benefit will remain at 67% of NYS's average weekly wage, and the maximum benefit will increase from $1,228.53 per week to $1,287.91 per week.

Need More Help? Contact Us
If you have questions on Open Enrollment at RFCUNY, please contact your benefits coordinator at benefits@rfcuny.org. For questions about Paid Family Leave, please contact the Leaves Administration team at 212-417-8600 or email #LeavesAdministration@rfcuny.org. For other issues related to OneRF, please submit a case (OneRF login required) in the system. Please select the case type "Benefits Inquiry" or another topic that is more closely aligned with your question in the dropdown field. This will ensure that your case goes directly to the correct subject matter experts for review.

It is important to note that OneRF is RFCUNY's project to unify our finance, grants management, procurement, and human resources systems. CUNY is undertaking a separate Workday implementation, called CUNYWork, that is focused on the systems at the City University of New York and its campuses.