

Defined Contribution

Plan Design Report

Report Prepared For: Joe Sponsor

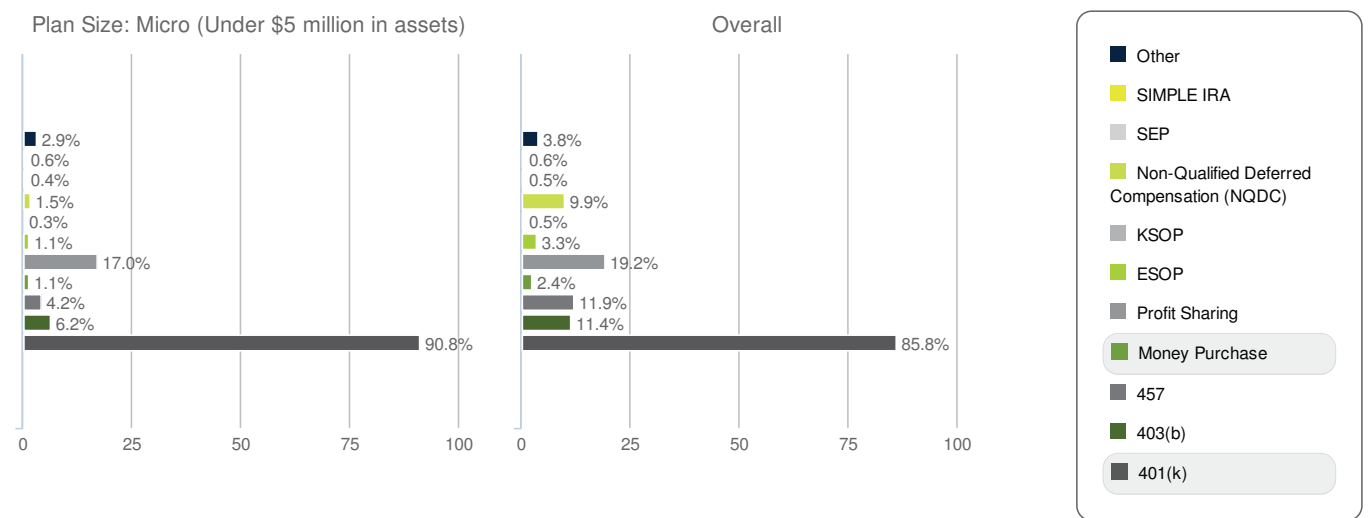
Prepared By: Fred Advisor

Plan Size: Micro (Under \$5 million in assets)

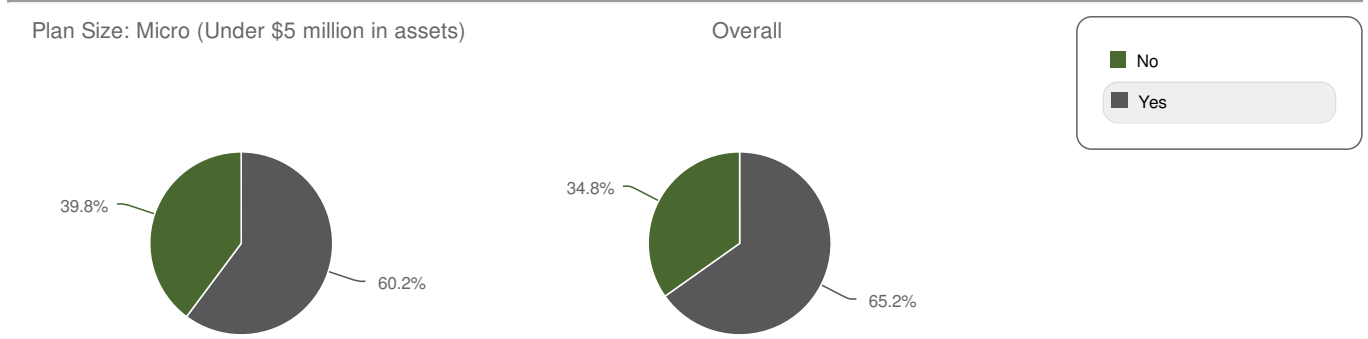
Phone: (123) 456-7890

Email: fred.advisor@yourfirm.com

1. What type of defined contribution (DC) plan(s) does your organization offer? (Check all that apply)



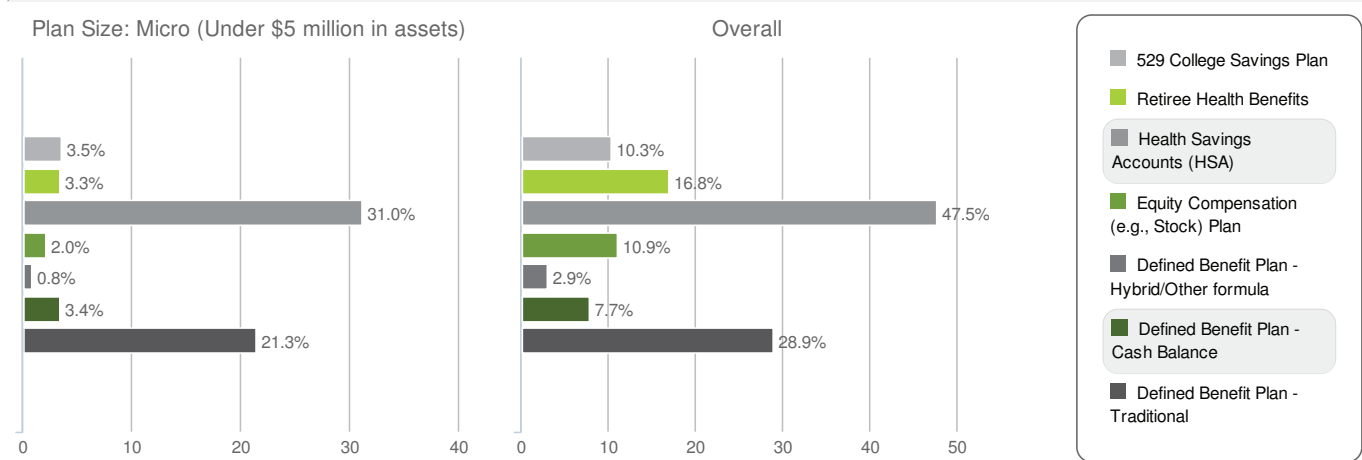
2. Do you have a Roth contribution option?



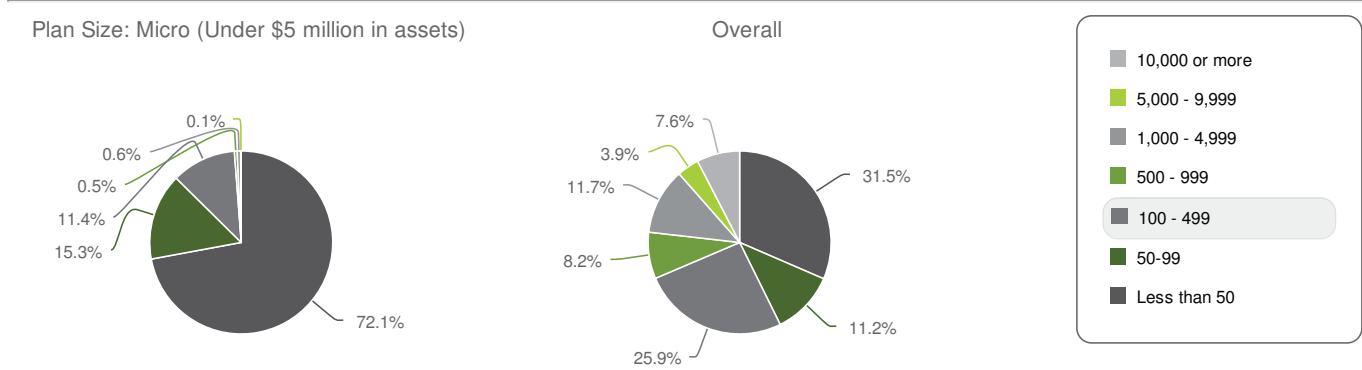
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3. Which of the following (if any) additional workplace retirement/savings plans does your organization offer? (Check all that apply)



4. How many participants are in your DC Plan?

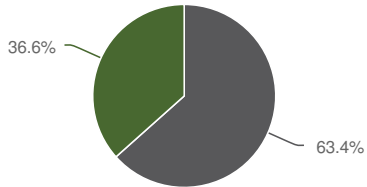


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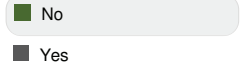
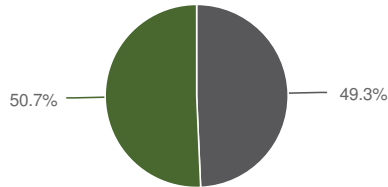
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5. Is your DC plan a "safe harbor" plan?

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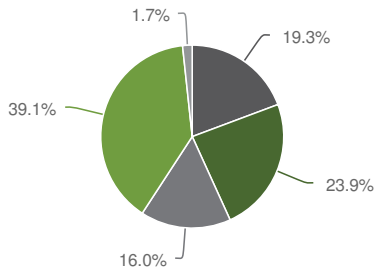


Overall

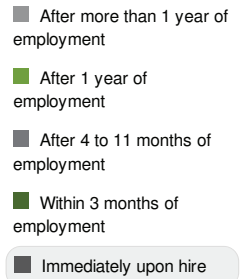
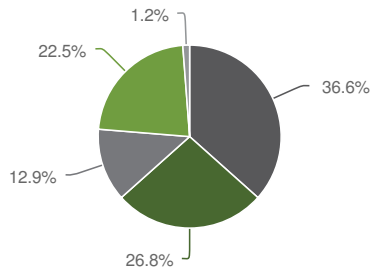


6. When are full-time employees eligible to participate in the plan?

Plan Size: Micro (Under \$5 million in assets)



Overall

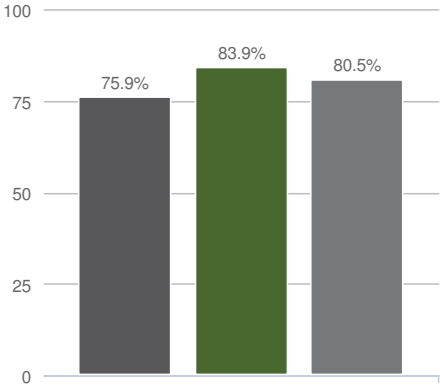


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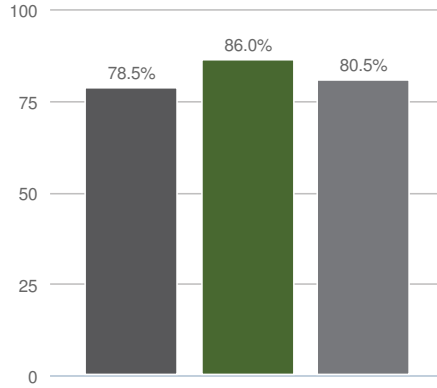
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7. What is the participation rate in your DC plan among eligible employees?

Plan Size: Micro (Under \$5 million in assets)



Overall

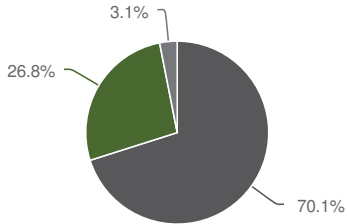


Legend for Question 7:

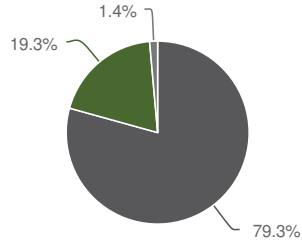
- Your Answer (Grey bar)
- Median (Green bar)
- Average (Dark Grey bar)

8. Does the plan include a loan provision?

Plan Size: Micro (Under \$5 million in assets)



Overall



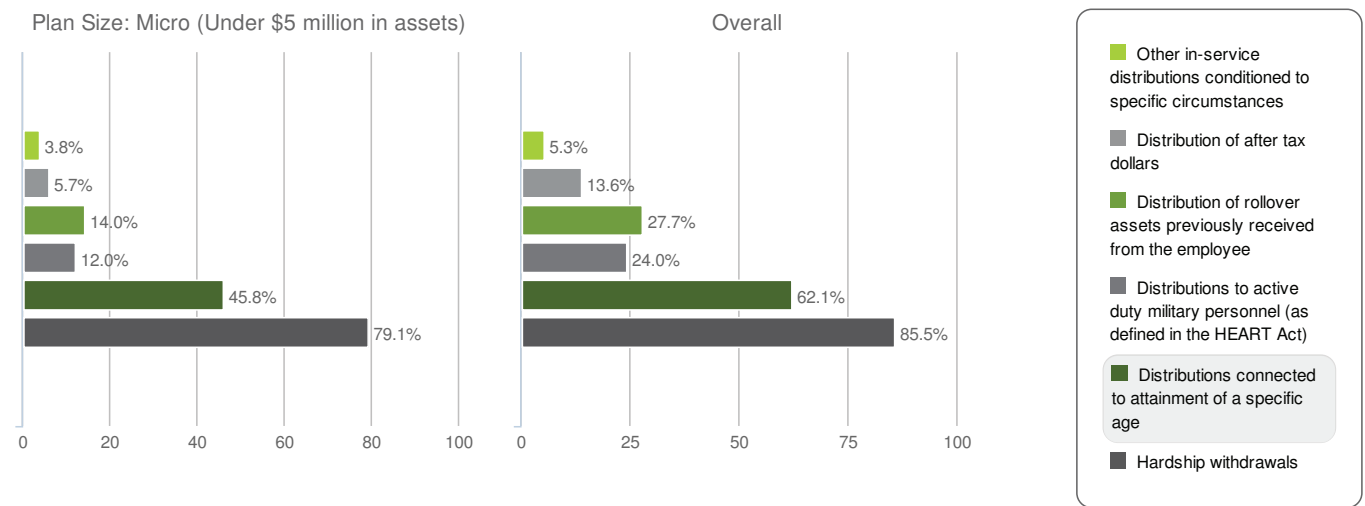
Legend for Question 8:

- Unsure (Dark Grey slice)
- No (Green slice)
- Yes (Grey slice)

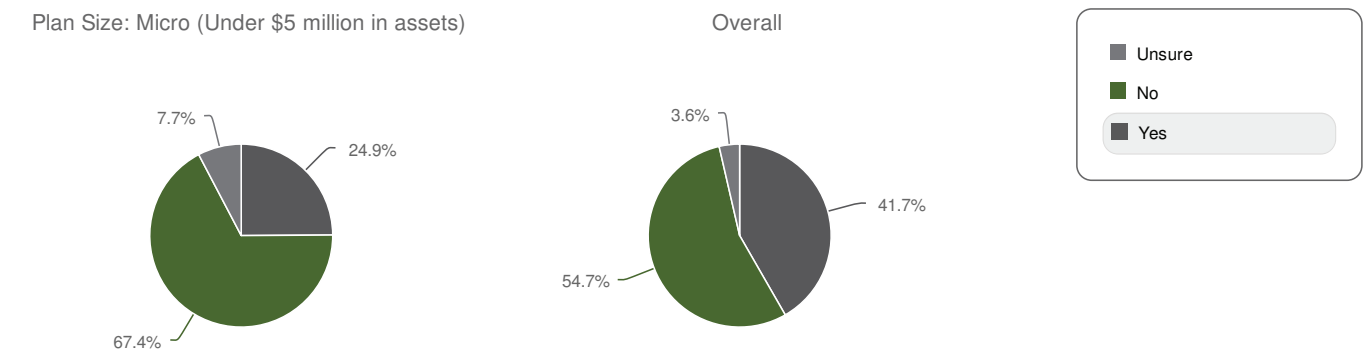
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9. Which of the following in-service distribution options are allowed by your plan document? (Check all that apply)



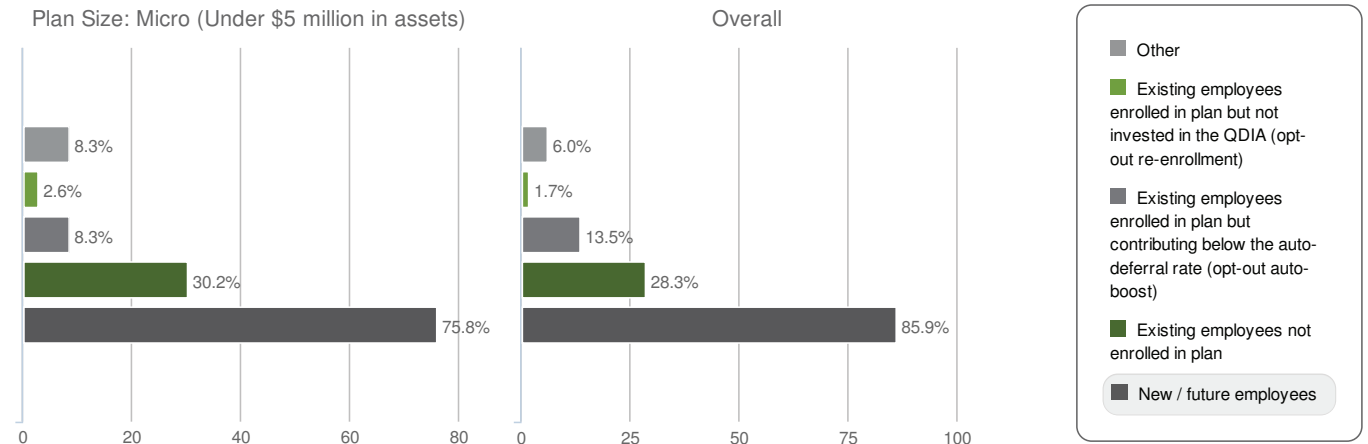
10. Do you use automatic enrollment?



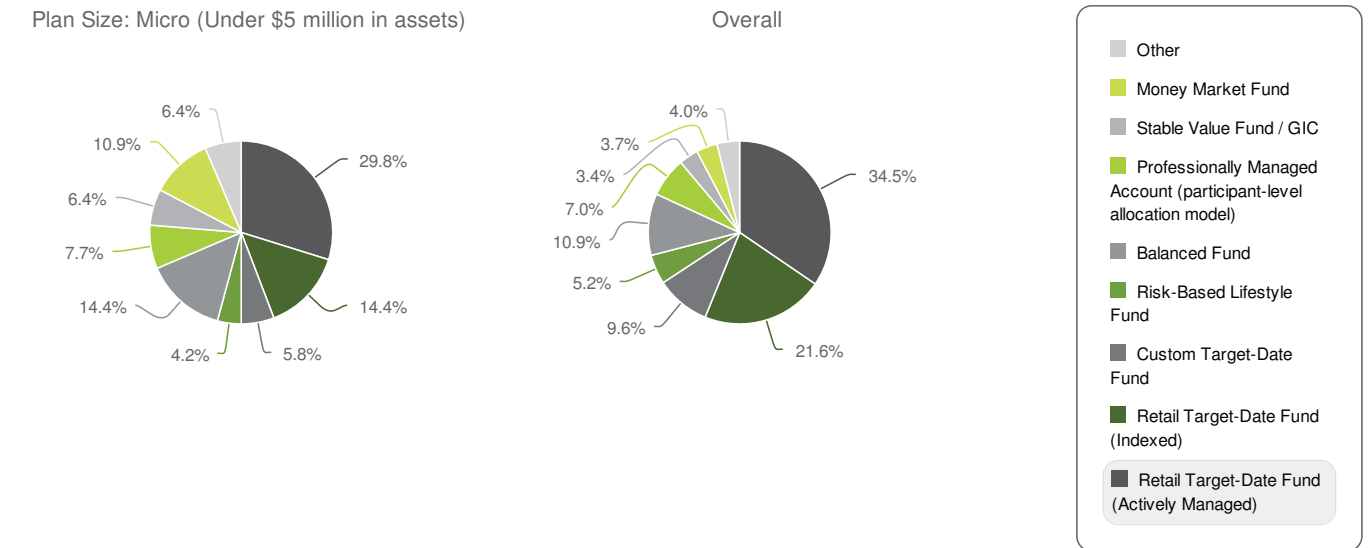
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11. When you implemented auto enrollment, which employee groups were included in the rollout? (Check all that apply)



12. What is the default investment for automatic enrollment?

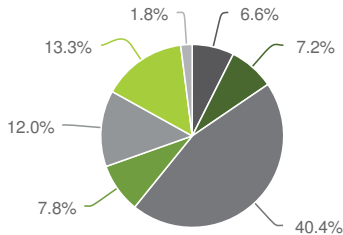


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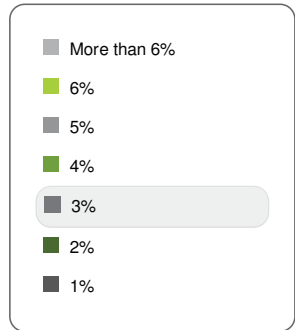
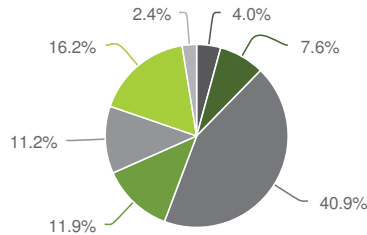
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13. What is the default deferral rate as a percentage of the employee's salary?

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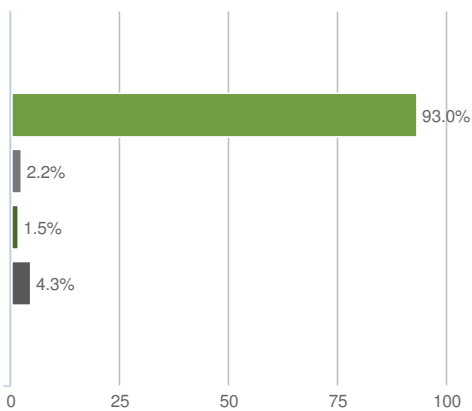


Overall

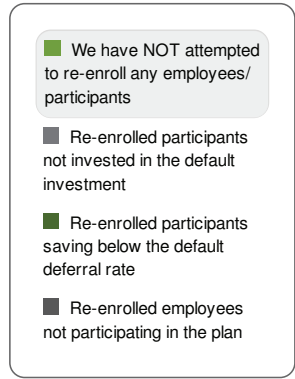
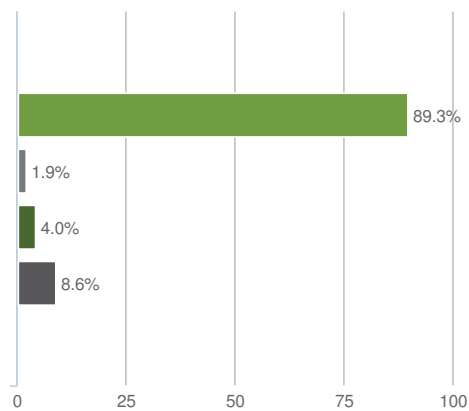


14. Which of the following, if any, types of "re-enrollment" did your plan take in the past 12-18 months? (Check all that apply)

Plan Size: Micro (Under \$5 million in assets)



Overall

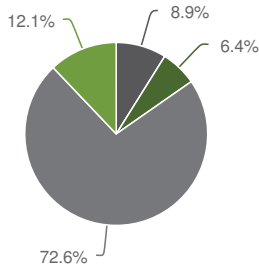


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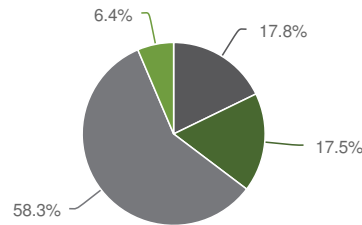
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15. Does your plan offer "auto escalation" (i.e., automatic deferral increases)?

Plan Size: Micro (Under \$5 million in assets)



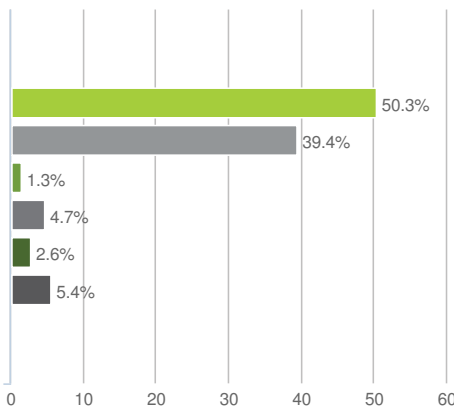
Overall



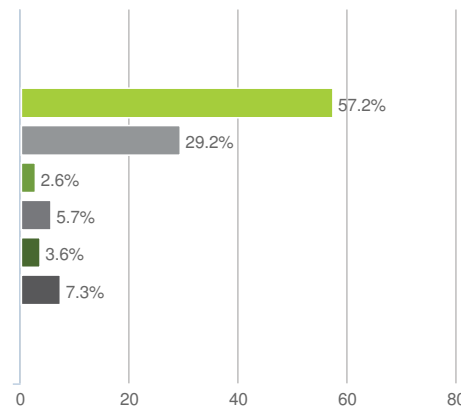
- Unsure
- No
- Yes - participants are defaulted into auto escalation at time of enrollment unless they opt out; all other participants can opt in at any time
- Yes - but participation is voluntary and participants must opt in to auto escalation

16. Which of the following (if any) income-oriented products/services do you offer in your plan? (Check all that apply)

Plan Size: Micro (Under \$5 million in assets)



Overall

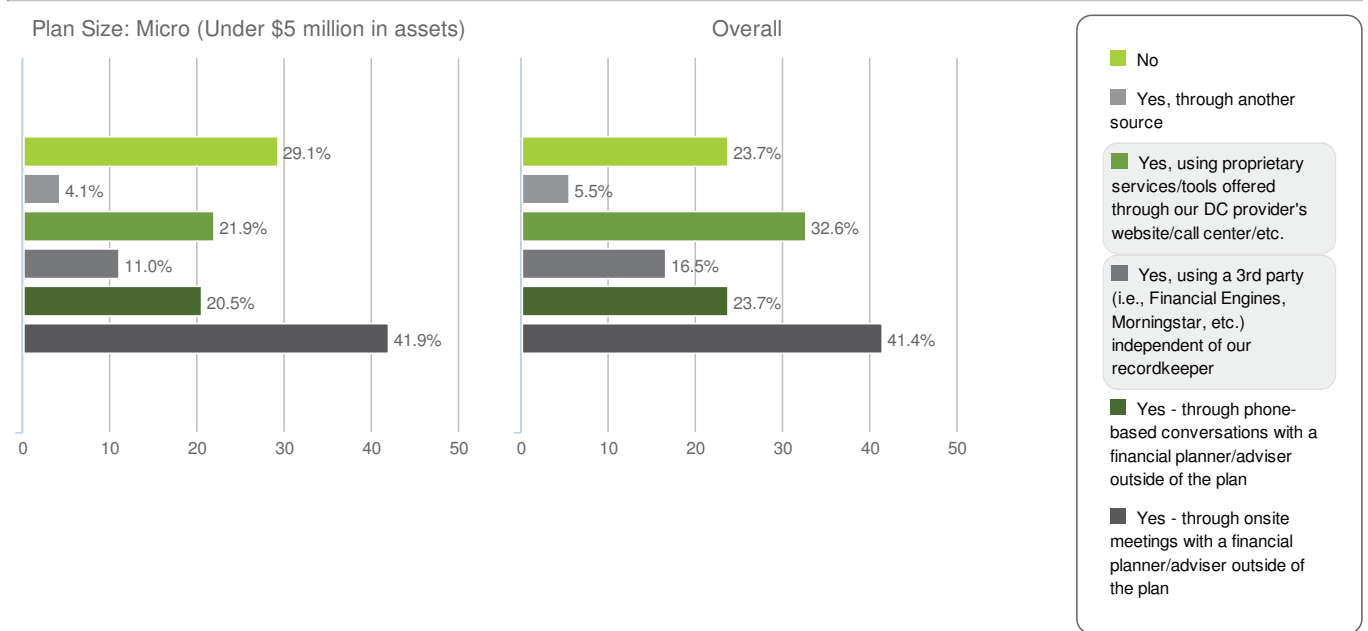


- NONE - we do not offer any income-oriented products/services
- UNSURE what type of income product(s) are offered
- OUT-OF-PLAN annuity purchase/bidding service (i.e., Hueler Income Solutions, etc.)
- IN-PLAN retirement income products NOT offering guarantees (i.e., managed payout funds, distribution services from managed account providers, etc.)
- IN-PLAN retirement income products that guarantee a base benefit that can increase based on investment returns (i.e., GMWBs, deferred variable annuities, etc.)
- IN-PLAN retirement income products that guarantee monthly income at retirement (i.e., deferred fixed annuities, GMIBs, etc.)

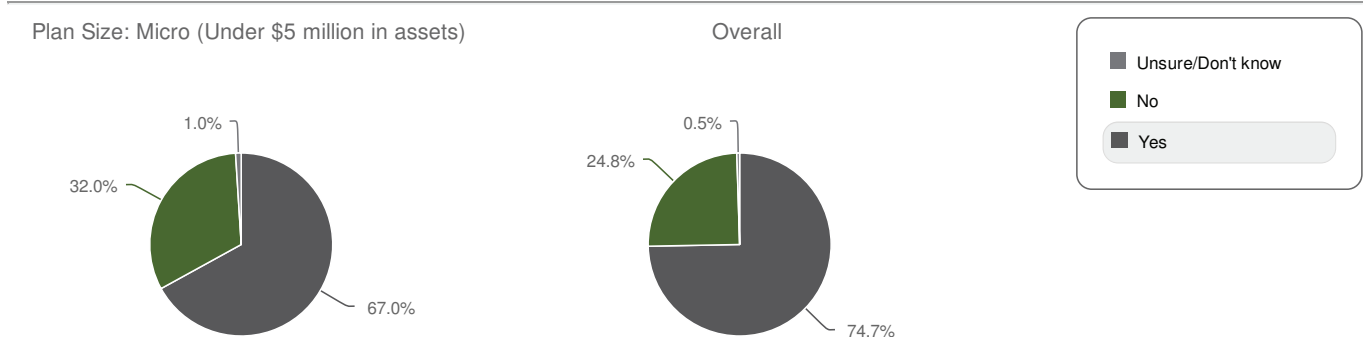
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17. Is investment advice offered to participants in your DC plan? (Check all that apply)



18. Does your organization offer a matching contribution to participant accounts?

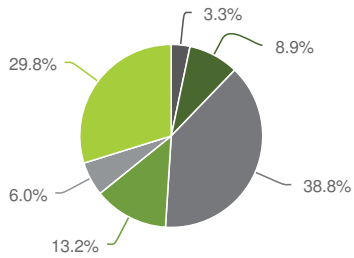


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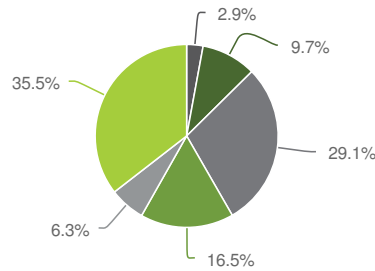
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19. If you have an employer match, please select the option below that most closely relates to your match formula.

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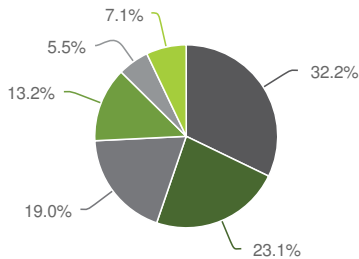
Overall



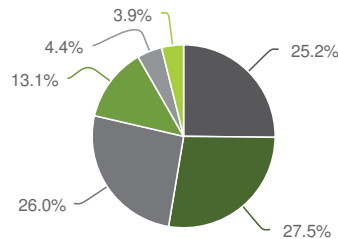
- Other
- Less than 50% of first 6% of salary
- 50% of first 6% of salary
- 51%-99% of first 6% of salary
- 100% of first 6% of salary
- More than 100% of first 6% of salary

20. What percentage of active participants do you estimate are deferring enough salary to take full advantage of the MAXIMUM employer match?

Plan Size: Micro (Under \$5 million in assets)



Overall



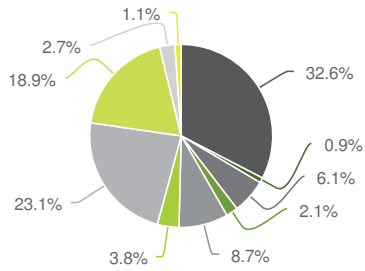
- Very few (Less than 10%)
- A minority (Between 10% and 25%)
- Less than average (More than 25% but less than 50%)
- More than average (More than 50% but less than 75%)
- Vast majority (75% or more)
- All or nearly all participants (90% or more)

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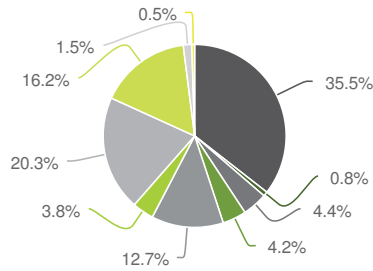
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21. How long before participants are 100% vested in the match?

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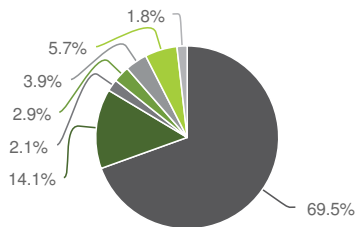
Overall



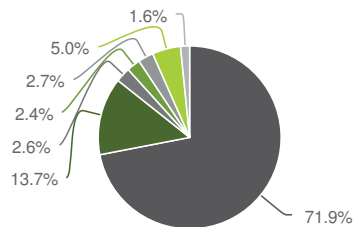
- More than 7 years
- 7 years
- 6 years
- 5 years
- 4 years
- 3 years
- 2 years
- 1 year
- 6 months
- Immediately on enrollment

22. How frequently are matching contributions made to plan participants?

Plan Size: Micro (Under \$5 million in assets)



Overall



- Other
- Non pay period - Biweekly (26 times per year)
- Non pay period - Twice monthly (24 times per year)
- Non pay period - Monthly
- Non pay period - Quarterly
- Non pay period - Annually
- Each Pay Period

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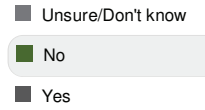
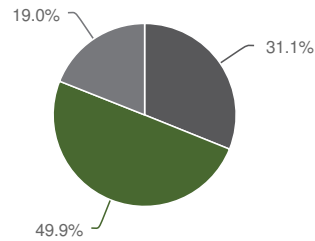
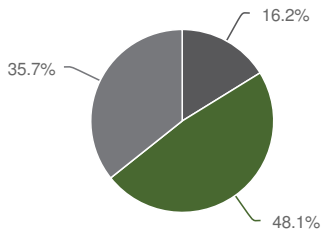
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23. Does your plan include a provision to "true up" matching contributions?

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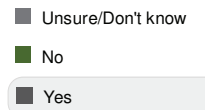
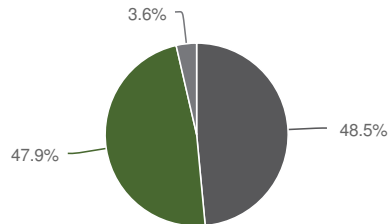
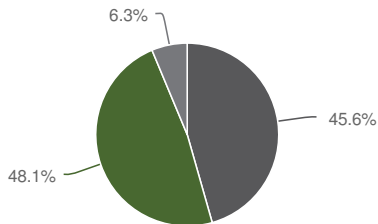
Overall



24. Does your organization offer non-elective or profit-sharing contributions to participant accounts?

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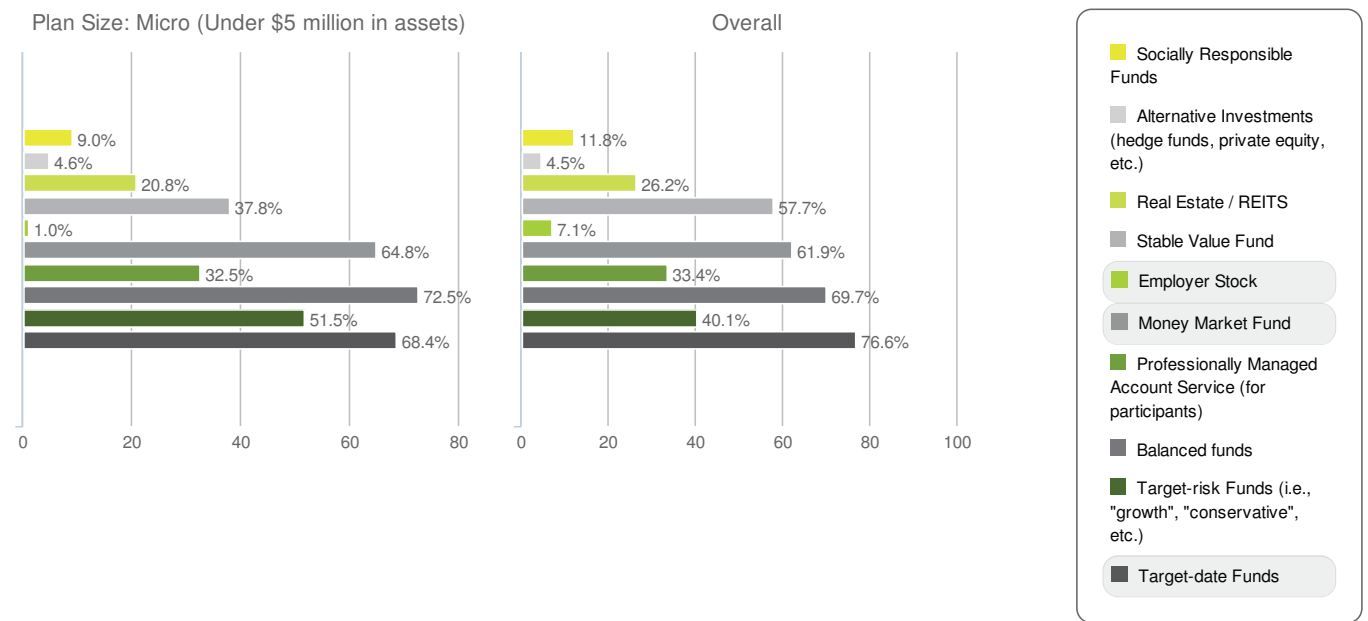
Overall



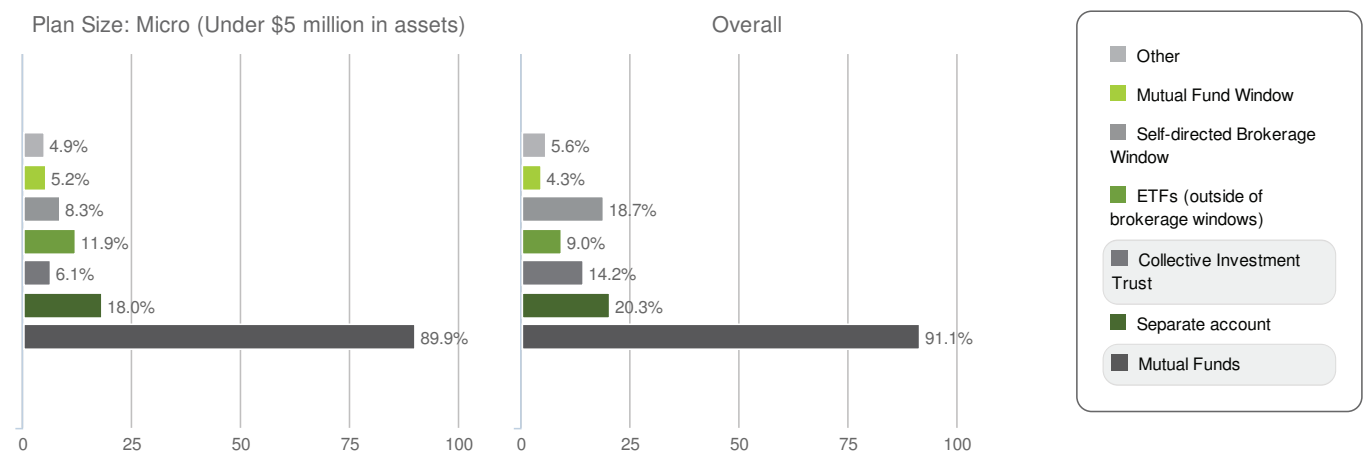
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25. Which of the following investment classes/options are available to your plan participants? (Check all that apply)



26. Which investment vehicles is your organization currently using in its DC plan? (Check all that apply)

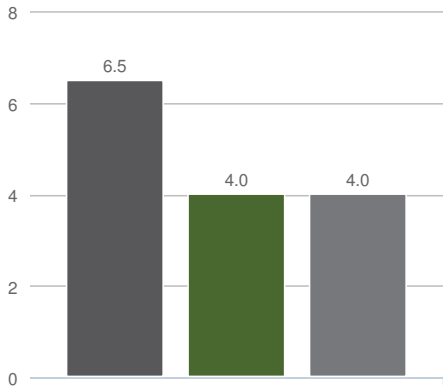


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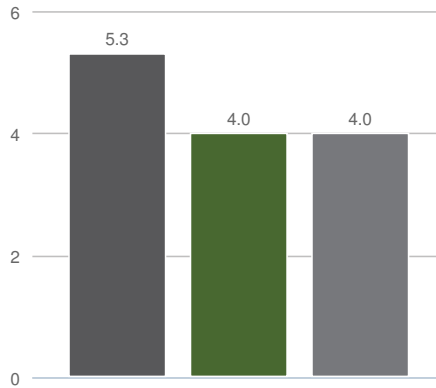
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27. How many indexed funds are offered in the investment line-up?

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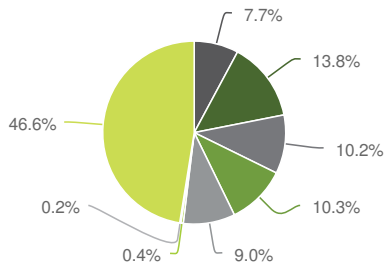
Overall



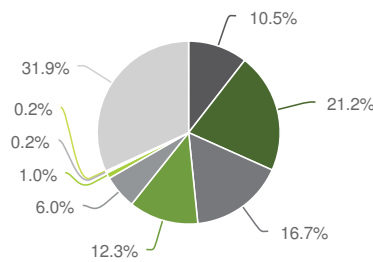
■ Your Answer
 ■ Median
 ■ Average

28. What is the approximate average expense ratio of all the investment options in your plan?

Plan Size: Micro (Under \$5 million in assets)



Overall



■ Don't know
 ■ More than 2.5% (More than 250 bps)
 ■ More than 2.0%-2.5% (201-250 bps)
 ■ More than 1.5%-2.0% (151-200 bps)
 ■ More than 1%-1.5% (101-150 bps)
 ■ More than 0.75%-1% (76-100 bps)
 ■ More than 0.50-.75% (51-75 bps)
 ■ More than 0.25-.50% (25-50 bps)
 ■ Less than 0.25% (Less than 25 bps)

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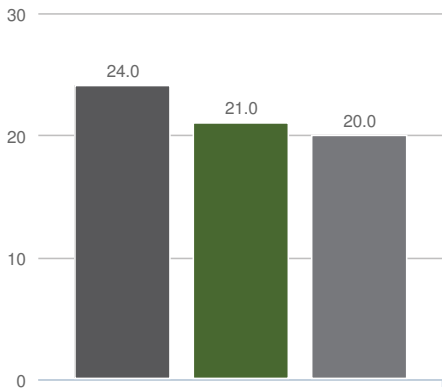
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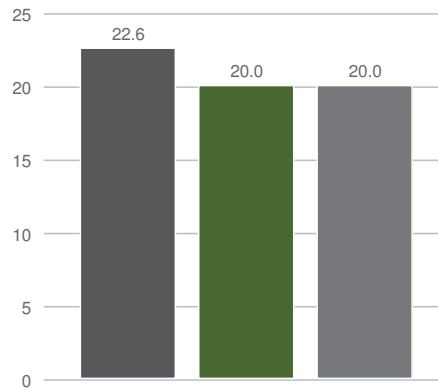
Email: fred.advisor@yourfirm.com

29. How many investment options are OFFERED in your defined contribution plan?

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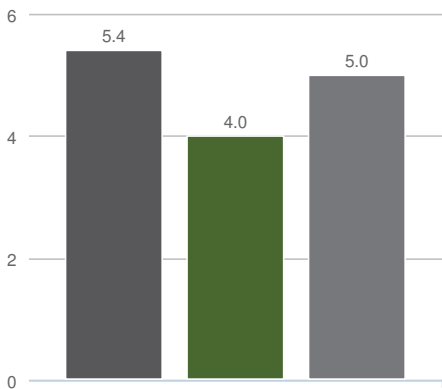
Overall



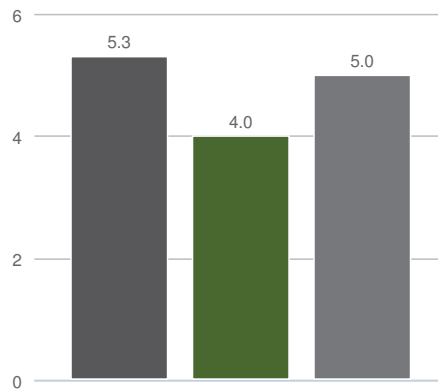
■ Your Answer
■ Median
■ Average

30. How many investment options are HELD in your defined contribution plan?

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Overall

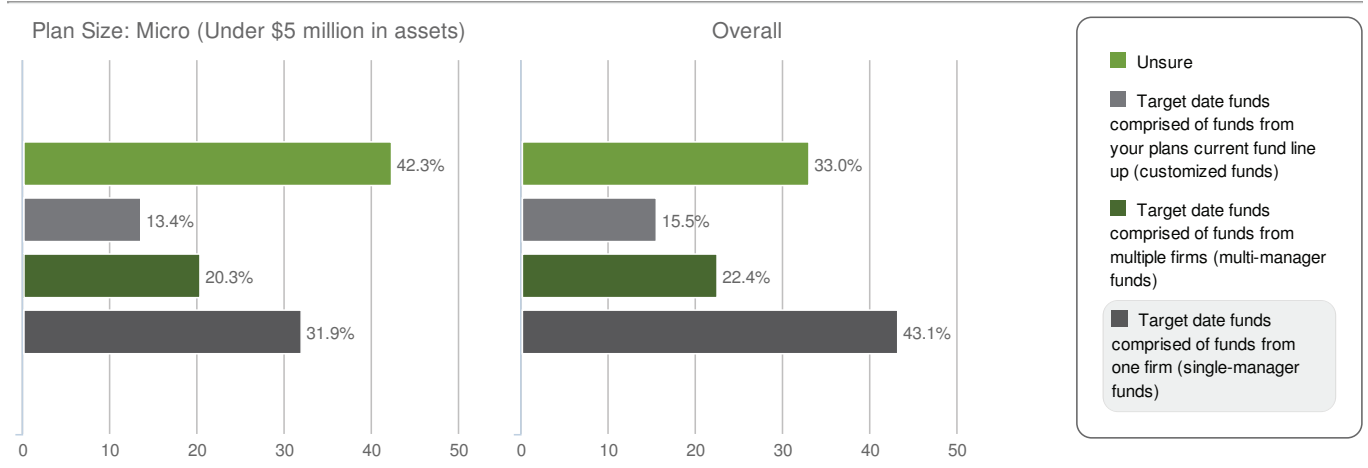


■ Your Answer
■ Median
■ Average

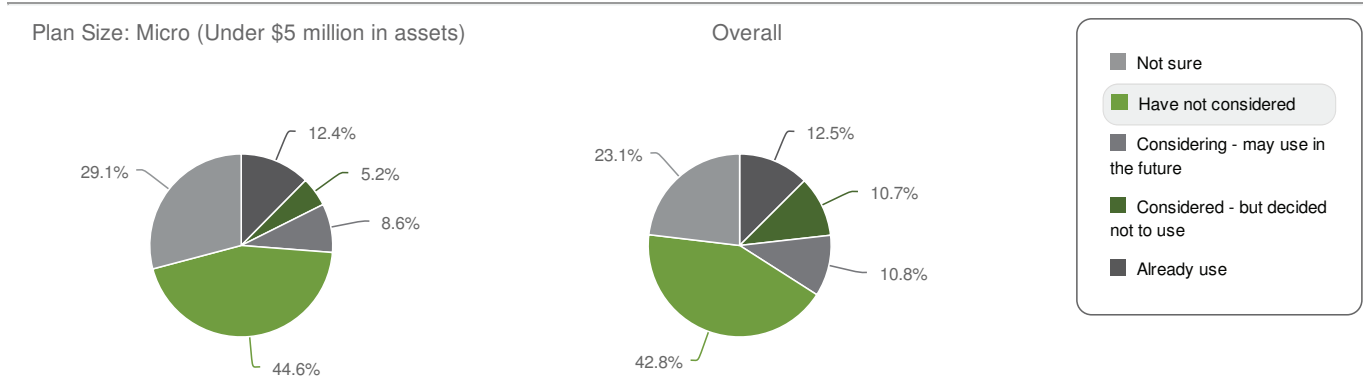
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31. What type of target-date funds does your DC provider/recordkeeper offer? (Check all that apply)



32. Have you considered building a customized Target Date Series for your plan utilizing your plan's current fund line up?

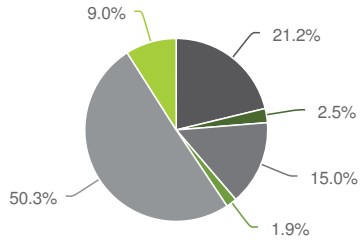


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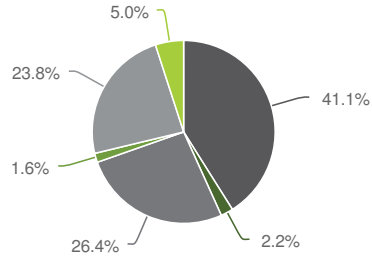
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33. Does your company have an investment committee for its DC plan(s)?

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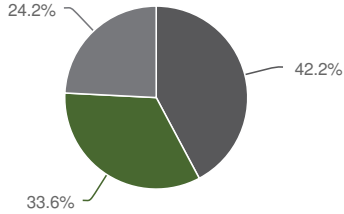
Overall



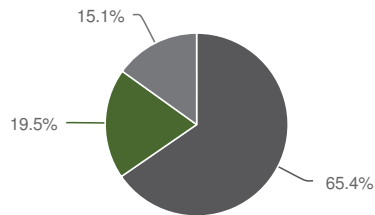
- Don't know
- No - we do not have an investment committee
- Yes - but unsure of composition of investment committee
- Yes - committee includes a mix of internal and external people
- Yes - committee includes only people external to our company
- Yes - committee includes only internal employees

34. Do you have a written investment policy statement (IPS) for the DC plan?

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Overall



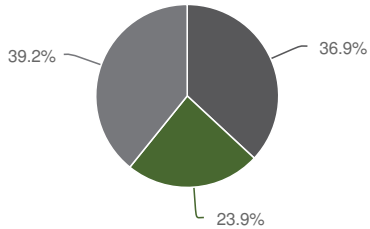
- Don't know
- No
- Yes

Plan Design Report

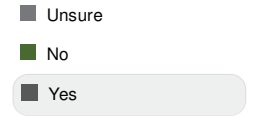
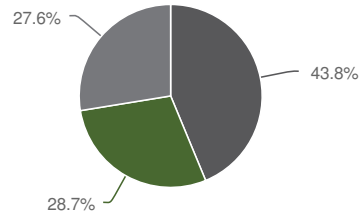
Report Prepared For: Joe Sponsor
 Prepared By: Fred Advisor
 Plan Size: Micro (Under \$5 million in assets)
 Phone: (123) 456-7890
 Email: fred.advisor@yourfirm.com

35. Does your investment policy statement (IPS) specifically cover target-date funds and their underlying funds?

Plan Size: Micro (Under \$5 million in assets)

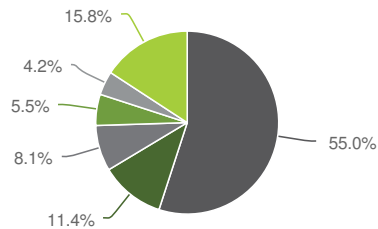


Overall

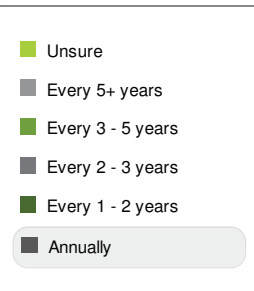
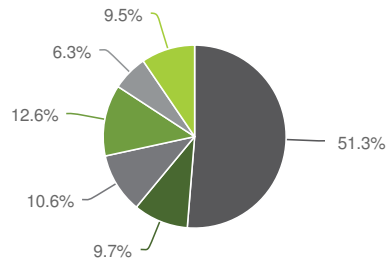


36. How often do you formally evaluate your DC provider?

Plan Size: Micro (Under \$5 million in assets)



Overall

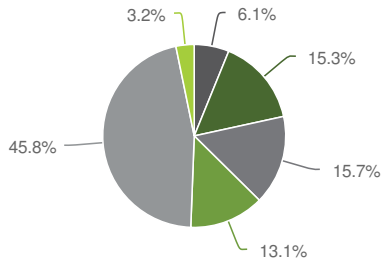


Plan Design Report

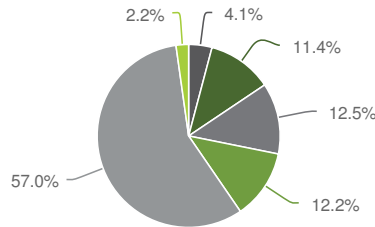
Report Prepared For: Joe Sponsor
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37. How long has your organization used the provider for your plan?

Plan Size: Micro (Under \$5 million in assets)



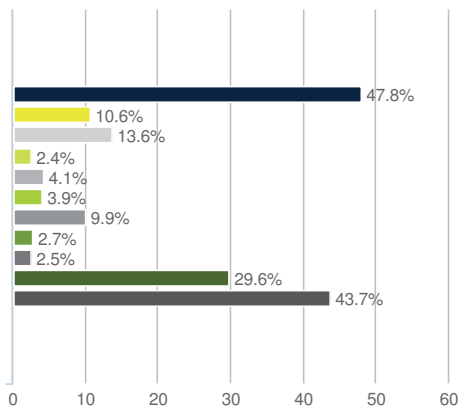
Overall



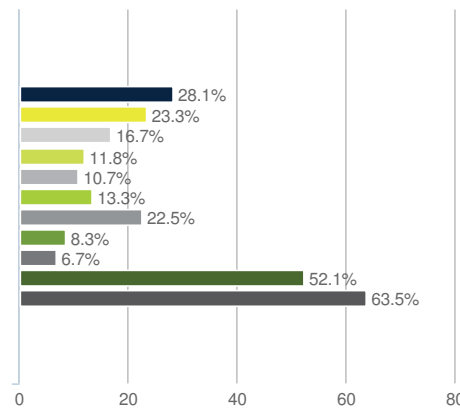
- Don't Know
- More than 7 years
- 5 - 7 years
- 3 - 5 years
- 1 - 3 years
- Less than 1 year

38. Which of the following measures, if any, do you use to assess the success of your defined contribution plan? (Check all that apply)

Plan Size: Micro (Under \$5 million in assets)



Overall



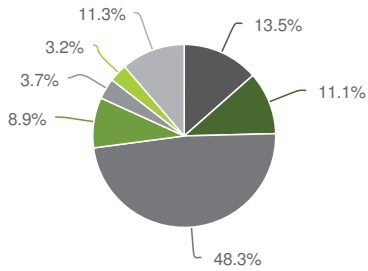
- We do not have any formal plan success measures
- External/competitive benchmarking of plan design
- Employee satisfaction with plan (through survey)
- % of participants using advice tools/seminars offered through the plan
- % of participants increasing deferral rates in past year
- % of participants with "appropriate" asset allocations
- % of participants meeting retirement income replacement ratio goals
- % of participants meeting projected monthly retirement income goals
- % of participants saving to match
- Deferral rates
- Participation rates

Plan Design Report

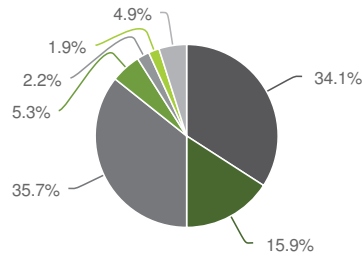
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39. How often do you formally review the investment options?

Plan Size: Micro (Under \$5 million in assets)



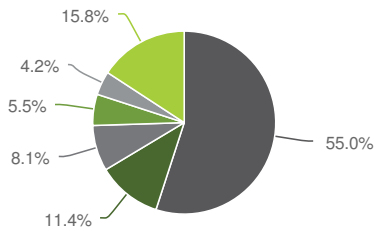
Overall



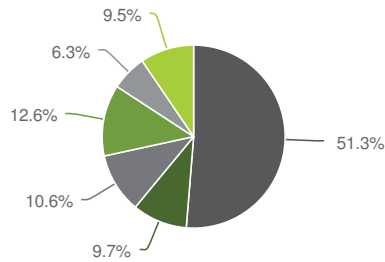
- Never
- Every 3+ years
- Every 2 - 3 years
- Every 1 - 2 years
- Annually
- Twice a year
- Quarterly

40. How often do you formally review actual administrative costs/fees?

Plan Size: Micro (Under \$5 million in assets)



Overall



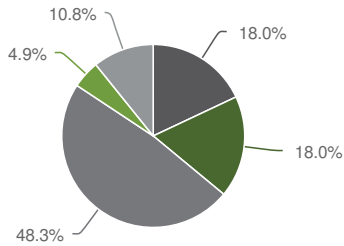
- Unsure/Don't know
- Every 5+ years
- Every 3 - 5 years
- Every 2 - 3 years
- Every 1 - 2 years
- Annually

Plan Design Report

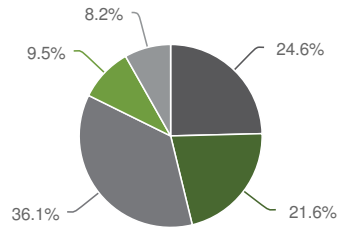
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41. Who pays for the plan's administrative/recordkeeping expenses NOT covered by related investment revenue?

Plan Size: Micro (Under \$5 million in assets)



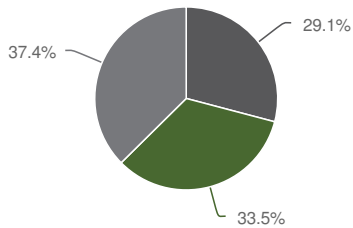
Overall



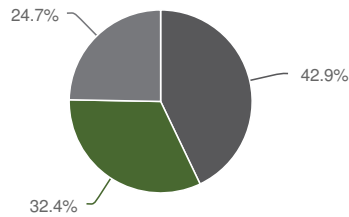
- Unsure
- Not Applicable - All plan administration fees are paid from related investment revenue
- Our Organization - All plan administrative fees paid exclusively by our company
- Shared Responsibility - Participants are charged some fees directly while our organization covers all other administrative expenses directly
- Participants - Fees paid via fixed costs periodically billed to participant accounts

42. Does your plan employ an "ERISA account" or "plan expense reimbursement account" to capture appropriate revenue sharing credits?

Plan Size: Micro (Under \$5 million in assets)



Overall



- Unsure
- No
- Yes

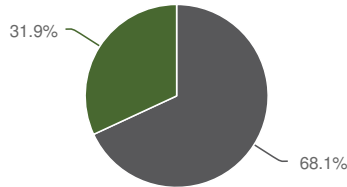
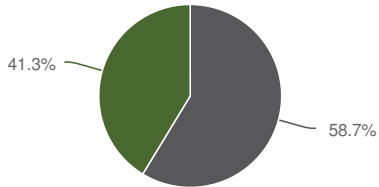
Plan Design Report

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43. Does your plan employ the services of a financial advisor?

Plan Size: Micro (Under \$5 million in assets)

Overall

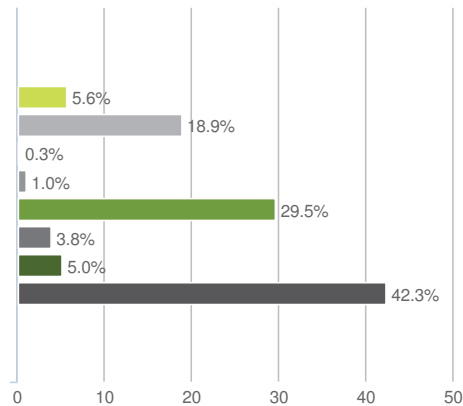
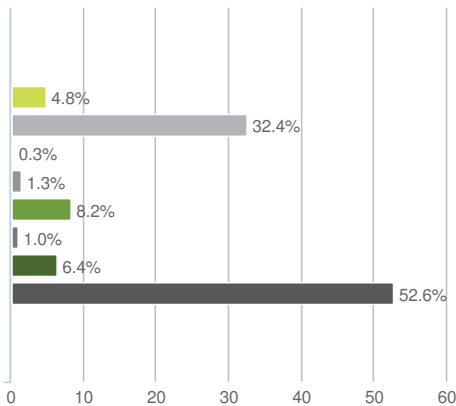


- No
- Yes

44. What is the advisor's fee arrangement? (Check all that apply)

Plan Size: Micro (Under \$5 million in assets)

Overall



- Other
- Don't know
- Performance: participation
- Performance: investments
- Monthly/annual retainer
- Project-based
- Per participant
- % of plan assets (bps)

Defined Contribution

Plan Design Report

Report Prepared For: Joe Sponsor

Prepared By: Fred Advisor

Plan Size: Micro (Under \$5 million in assets)

Phone: (123) 456-7890

Email: fred.advisor@yourfirm.com

Advisor Comments

Comments and suggestions can go here for your clients.



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Methodology: Between early July and mid-September 2016, approximately 40,000 survey questionnaires were sent to defined contribution (DC) plan sponsors listed in the PLANSPONSOR magazine database, as well as to client lists supplied by defined contribution providers; a total of 4,819 responses were received by the close of the survey, September 23, 2016. Visit www.plansponsor.com/2016-Defined-Contribution-Survey/ for more information.

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