

# Voluntary Retirement Funding

## 403(b) Plan

### Universal Availability Notice

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This notice provides important information regarding the 403(b) plan in which employees are eligible to participate.

You may want to take this opportunity to either (1) begin making pre-tax 403(b) elective deferral contributions or (2) review your current elections and decide if you want to make changes. Before making any initial elections or changes, you should be sure to consult the written plan and any other materials provided to you that explain the terms of the plan.

#### **When can I enroll?**

You are eligible to enroll immediately upon your date of hire.

You may choose your initial elective deferral rate by completing the online application and a Salary Reduction Agreement form at initial enrollment.

This contribution will continue unless it is modified or revoked in the future.

#### **Can I change or stop my elective deferral contributions?**

You may change your elective deferral contributions per pay period during the plan year. You are permitted to revoke your election at any time during the plan year. Please contact your HR representative for further instructions.

#### **When are my elective deferral contributions effective?**

After completing the enrollment requirements, your elective deferral contributions will begin on the next pay period or as soon as administratively possible.

#### **What is the maximum amount that I can contribute?**

The Internal Revenue Code limits the annual contributions you can make to a 403(b) plan and the limits are adjusted each year. The 2021 limits are as follows:

- Elective deferral limit \$19,500.00
- Age 50 catch-up \$6,500.00
- 15 years of service catch-up \$3,000.00\*

\*The 15 years of service catch-up contributions applies before the age 50 catch-up contribution and is based on a formula that takes into account all past contributions to the plan and the employee's total years of service to the employer. The maximum allowable for the 15 years of service catch-up is \$3,000 per year up to a \$15,000 lifetime benefit, but an employee's actual catch-up may be lower than this maximum.

**Whom do I contact for additional information?**

For plan information contact a Benefits team member at [benefits@wccnet.edu](mailto:benefits@wccnet.edu) or visit the Employee Blackboard site for more information. To learn more about 403(b) plans, please visit <http://www.irs.gov> and search for Publication 571.

The 403(b) plans are available through the following providers:

Kirsten Burchill	Lincoln Financial	888.824.1330
Eric Roberts	TIAA	800.732.8353
Paul Downs	Valic	734.451.0618