

#### Roman Catholic Archdiocese of Boston Lay Benefits Office

RCAB 401(k) Plan Information 2018-2019

## RCAB 401 (k) Plan Basics

- The Roman Catholic Archdiocese of Boston is Plan Sponsor of the 401(k) Plan
- Plan was started January 1, 2012
- Plan is a "church plan" not subject to ERISA
- 400+ locations participate in the Plan
  - All Archdiocese parishes, parish schools and other parish locations
  - 34 separately-incorporated entities (Catholic schools, social service agencies, etc.)
- As of 12/31/2018, \$100 million+ in assets
- Plan is overseen by a Retirement Committee
  - Lay employees and priests employed at the Archdiocese Pastoral Center
  - Outside volunteer members with expertise in areas of finance and retirement planning
  - Committee meets at least quarterly to review investment performance, compliance issues, levels of participation, other relevant issues
- Registered Investment Advisor (RIA) provides fiduciary advice to Committee on investment options
  - Monitors investment options for raw returns and returns compared to benchmarks
  - Tracks investment manager fees and other key measures
- Outside legal counsel provides guidance and advice on legal compliance
- TIAA is third-party record-keeper

## RCAB 401(k) Plan Basics

- RCAB 401(k) Plan is a defined contribution plan that allows lay employees working 20+ hours/week to save for retirement on a tax-deferred basis
- All contributions are made through payroll
- All types of wages are eligible (overtime, holiday pay, bonuses)
- Rollovers from other plans (ex: 403(b)) are accepted
- In general, funds cannot be withdrawn by active employees before age  $59\frac{1}{2}$ 
  - Loans are available from pre-tax contributions
  - Hardship withdrawals are available from certain contributions
  - Legal limitations apply
- Post-employment funds are 100% vested and may be withdrawn
  - Small accounts (under \$5,000) are automatically distributed each summer



## RCAB 401 (k) Plan Basics

- Newly hired employees are automatically enrolled in the 401(k) Plan
  - 3% pre-tax deferral
  - Starts with the first pay date on or after 45 calendar days from date of hire listed in IOIPay
  - Information packets with legal notices regarding auto enrollment are mailed to each new hire by the Benefits Office
  - TIAA mails welcome packet to new enrollees within 10 days of first deferral being deposited with TIAA (about one week following pay date)
- Employees can opt out, request an amount other than 3%, request Roth, or request to start deferrals before 45<sup>th</sup> day Salary Deferral Form <a href="https://www.bostoncatholicbenefits.org/401k">www.bostoncatholicbenefits.org/401k</a>

## RCAB 401(k) Plan Basics

- Employees may contribute up to annual legal maximums beginning with first paycheck
  - Legal maximum for 2018 is \$18,500 (\$24,500 if age 50+)
  - Legal maximum for 2019 is \$19,000 (\$25,000 if age 50+)
  - Updated each year (around November)
- Options
  - Pre-Tax or Roth
  - % or \$
- Can stop, start, change contribution at any time
- Easy one-page Salary Deferral Form to update your election
  - www.bostoncatholicbenefits.org/401k

### 401(k) – Employer Matching Contribution

- Participating employees will receive:
  - A matching contribution from the Shrine of 100% of the first 3% of wages contributed, plus 50% of the next 2% contributed, for a maximum match of 4%.
  - Matching contributions begin after one year of service and are immediately vested.
  - RCAB 401(k) Plan is a "safe harbor" plan based on the matching and vesting schedules noted above
  - Translation:

Contribute at least 5% to receive the maximum match of 4%

## www.BostonCatholicBenefits.org



# Investment Options

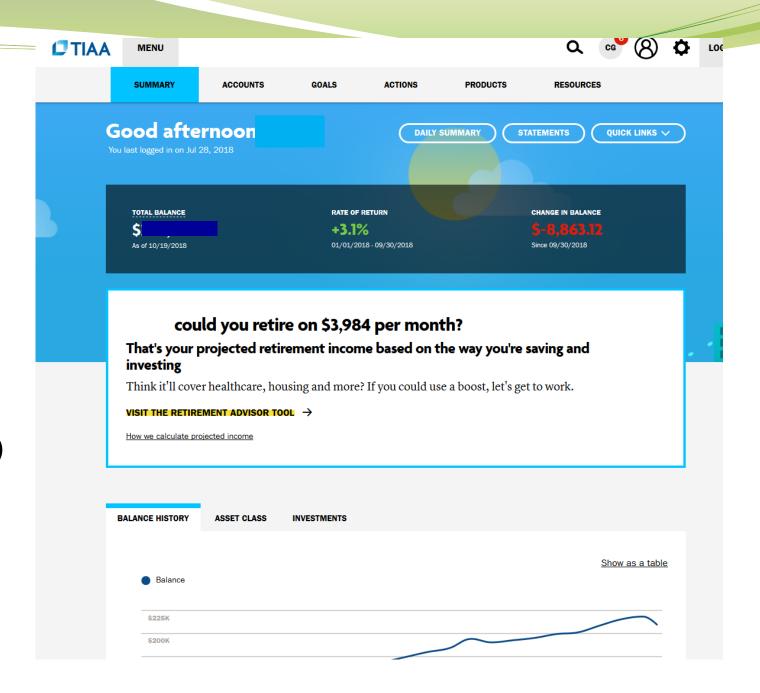
- Newly enrolled employee contributions (and matching contributions) are deposited into the JP Morgan Smart Retirement fund with the date closest to the year in which the employee will turn age 65.
- Employees can change this default investment for some or all account assets.
- TIAA provides individual financial counseling on site or at TIAA offices. Call (800) 732-8353 to schedule an appointment.



RCAB 401(k) Retirement Savings Plan Investment Option	
Asset Class	Fund Name
Emerging Markets	DFA Emerging Markets I
International Growth	Invesco International Growth A
International Value	MFS International Value R3
Small Cap Blend	TIAA-CREF Small-Cap Blend Index Retirement
Mid Cap Growth	Prudential Jennison Mid Cap Growth A
Mid Cap Value	American Century Mid Cap Value A
Large Cap Growth	Franklin Growth Adv
Large Cap Blend	Vanguard 500 Index Admiral
Large Cap Value	MFS Value R3
Catholic Values	Ave Maria Rising Dividends Fund
World Allocation	Blackrock Global Allocation A
Global Bond	Templeton Global Bond Adv
High Yield Bond	T. Rowe Price High Yield
Intermediate Term Bond	Metropolitan West Total Return Bond I
Inflation Protected Bond	Blackrock Inflation Protected Bond Instl
Money Market	Vanguard Vanguard Treasury Money Market
Index Fund	Vanguard 500 Index Fund - Signal Shares
Variable Annuity	CREF Equity Index Account
Target Date Suite	JPMorgan Smart Retirement

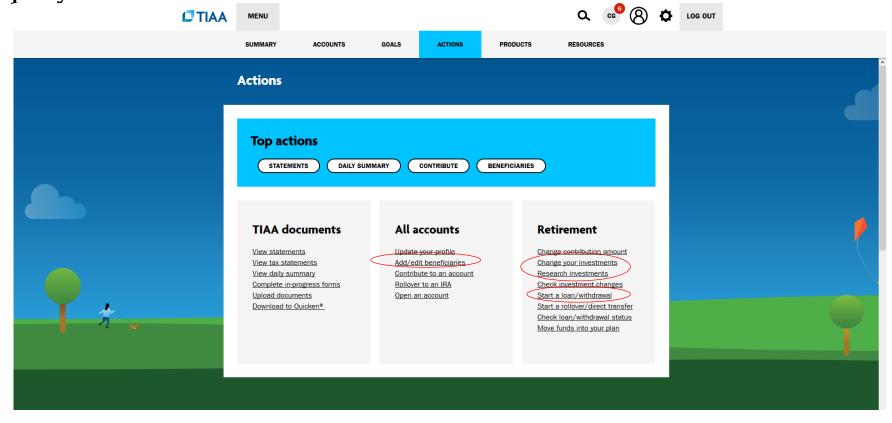
#### www.tiaa.org

- View daily summaries of your balance
- Set communication options
- Review investment education materials (videos, calculators, etc.)



- Designate a beneficiary for your 401(k) account
- Review and make changes to your investments
- Initiate a distribution in-service or postemployment

www.tiaa.org



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www.catholicbenefits.org/401k/401k.htm

