

YOUR POOLED EMPLOYER PLAN CHECKLIST

COMPARE THE **ISOLVED PREMIER POOLED EMPLOYER PLAN (PEP)** TO A CURRENT PLAN OR ANY OTHER PROVIDER PLAN AND SEE HOW THEY STACK UP.

	isolved Premier PEP	Human Interest SEP	Other Provider Plan
Plan Features	Plan Arrangement	Pooled Employer Plan (PEP)	Single Employer Plan (SEP)
	Installation Process	Dedicated Service Team	Dedicated Service Team
	Plan Design	Flexible design including Cross Testing/ New Comparability	Flexible contribution types & Vesting
	Payroll integration	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes
	ERISA Plan Sponsor	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	3(16) Administrative Fiduciary	Signs/files 5500 & provides comprehensive fiduciary services*	Signs/files 5500 & additional functions
	3(38) investment fiduciary or 3(21) investment co-fiduciary	Dual 3(38) managers- One Digital & RSG	3(38) or 3(21) Investment Fiduciary available
	Investments	Active/Passive Funds & CITs - .03% -.88%	Vanguard Index estimated at .07% & retail funds
	Target Date Funds	Active & Passive TDFs	Passive if using Vanguard
	Third Party Administrator	NPPG	Human Interest
	Participant Interactive Website Portal	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes
	Participant Financial Wellness	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes
Costs	Set Up Fee - Start up	\$1,375	\$499 is waived
	Set Up Fee - Existing Plan	\$1,750	\$499 is waived
	Annual Fee	\$1,800	\$1,800
	Annual Per Participant Fee	\$50	\$72
	Asset Based Fee	0.14% - 1.79% (sliding scale)	0.40%
	<ul style="list-style-type: none"> • 3(16) Administrative Fiduciary Fee • 3(38) investment fiduciary or 3(21) investment co-fiduciary Fee 	<ul style="list-style-type: none"> • included • included 	<ul style="list-style-type: none"> • TBD • TBD
Advisor Fee	TBD	TBD	

Plan Administration Roles and Responsibilities

The isolated PEP 401(k) plan enables any organization to reap the rewards of offering a retirement benefit while freeing HR resources from the daunting task of 401(k) plan administration. We've got you covered.

	isolated Premier PEP	Your Provider Plan	
Required Fiduciary	Plan Sponsor - responsible for overall plan compliance	<input checked="" type="checkbox"/> Yes	
	Plan Administrator and Named Fiduciary	<input checked="" type="checkbox"/> Yes	
	Register the PEP with the Department of Labor (DOL) and Internal Revenue Service (IRS)	<input checked="" type="checkbox"/> Yes	
	Responsible for the day-to-day administrative oversight of the plan	<input checked="" type="checkbox"/> Yes	
	Responsible for plan administrative compliance	<input checked="" type="checkbox"/> Yes	
	Maintain document compliance and amend as needed	<input checked="" type="checkbox"/> Yes	
	Fiduciary responsible for payroll monitoring and trust services	<input checked="" type="checkbox"/> Yes	
	Collect and consolidate payroll from all Adopting Employers	<input checked="" type="checkbox"/> Yes	
	Recordkeeping services for all Adopting Employers	<input checked="" type="checkbox"/> Yes	
	Investment Fiduciary	<input checked="" type="checkbox"/> Yes	
	Select and manage investment lineup	<input checked="" type="checkbox"/> Yes	
	Reviews investment options, makes plan investment decisions, executes changes	<input checked="" type="checkbox"/> Yes	
	Responsible for Investment Policy Statement	<input checked="" type="checkbox"/> Yes	
Provides investment monitoring	<input checked="" type="checkbox"/> Yes		
Installation	Execute PPP Service Agreement and all applicable contracts	<input checked="" type="checkbox"/> Yes	
	Gather prior plan documents from Adopting Employer	<input checked="" type="checkbox"/> Yes	
	Complete Recordkeeper's plan intake form	<input checked="" type="checkbox"/> Yes	
	Ensure plan document and participation agreement align to recordkeeper specifications	<input checked="" type="checkbox"/> Yes	
	Responsible for performing protected benefits review	<input checked="" type="checkbox"/> Yes	
	Prepare/Review participation agreement and summary plan description	<input checked="" type="checkbox"/> Yes	
	Prepare/Review any amendments for ongoing plan changes and notices	<input checked="" type="checkbox"/> Yes	
	Submit plan termination notification to prior recordkeeper, if applicable	<input checked="" type="checkbox"/> Yes	

	Isolated Premier PEP	Your Provider Plan
Build Adopting Employer plan on recordkeeping system consistent with elections provided	<input checked="" type="checkbox"/> Yes	
Create/Review/Distribute participant fee disclosures w/ enrollment materials and all other notices	<input checked="" type="checkbox"/> Yes	
Coordinate with prior recordkeeper to transition assets and participant records	<input checked="" type="checkbox"/> Yes	
Responsible for creating participant accounts	<input checked="" type="checkbox"/> Yes	
Setup transferred loan information on recordkeeping system	<input checked="" type="checkbox"/> Yes	
Educate Adopting Employer on contribution submission process as applicable	<input checked="" type="checkbox"/> Yes	
Coordinate initial transactions (e.g., contributions) to ensure plan is running smoothly	<input checked="" type="checkbox"/> Yes	
Conduct education/enrollment meetings for new Adopting Employers	<input checked="" type="checkbox"/> Yes	
Coordinate the preparation of prior plan's final Form 5500	<input checked="" type="checkbox"/> Yes	
Coordinate initial transactions (e.g., contributions) to ensure plan is running smoothly	<input checked="" type="checkbox"/> Yes	
Conduct education/enrollment meetings for new Adopting Employers	<input checked="" type="checkbox"/> Yes	
Coordinate the preparation of prior plan's final Form 5500	<input checked="" type="checkbox"/> Yes	
Execute the plan merger agreement and employer resolution	<input checked="" type="checkbox"/> Yes	

Premier 401(k) Advantages

PLAN CUSTOMIZATION

- Designed to comply with State retirement plan mandates (where applicable)*
- Custom plan provisions

ADMINISTRATIVE OFFLOAD

- Time savings
- Simplified payroll contribution processing
- Loan and distribution processing

FIDUCIARY RISK MANAGEMENT

- Pooled Plan Provider/3(16) Administrative Fiduciary
- 3(38) Investment Fiduciary

PRICING ADVANTAGES

- Economies of scale
- Reduced fees on certain mutual funds
- Potential tax credits
- Eliminates single plan audit for plans with 100+ participants

	isolated Premier PEP	Your Provider Plan
Participant questions: Adopting Employer refers employees to the customer support center or financial advisor	<input checked="" type="checkbox"/> Yes	
Escalated participant or adopting employer inquiries	<input checked="" type="checkbox"/> Yes	
Plan provisions: Adopting Employer contacts PPP/3(16)/TPA/Recordkeeper	<input checked="" type="checkbox"/> Yes	
Remit demographic data, contributions and loan repayments in a timely manner	<input checked="" type="checkbox"/> Yes	
Ensure Adopting Employer remits all data necessary to calculate eligibility and vesting	<input checked="" type="checkbox"/> Yes	
Process contributions and distributions in a timely manner	<input checked="" type="checkbox"/> Yes	
Retrieve deferral percentage and loan payment changes and update payroll system	<input checked="" type="checkbox"/> Yes	
Track eligibility and send enrollment materials to participant including required notices	<input checked="" type="checkbox"/> Yes	
Prepare and provide quarterly participant statements	<input checked="" type="checkbox"/> Yes	
Send annual participant fee disclosures to all eligible employees	<input checked="" type="checkbox"/> Yes	
Track vesting	<input checked="" type="checkbox"/> Yes	
Provide approval services for all participant transactions including QDROs	<input checked="" type="checkbox"/> Yes	
Complete/Review all required compliance testing	<input checked="" type="checkbox"/> Yes	
Prepare Form 5500 filing and Summary Annual Report (SAR)	<input checked="" type="checkbox"/> Yes	
Review, Execute and Submit Form 5500 and Form SSA-8955 to the EBSA	<input checked="" type="checkbox"/> Yes	
Produce 1099-Rs for checks made payable to plan participants	<input checked="" type="checkbox"/> Yes	

Discover more about our services and how we can help you pursue your financial goals - **request a consultation today.**



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