MIND WHAT MATTERS AT WWW.LUTZ.US

IS A PEP RIGHT FOR ME?

Lutz Financial's Pooled Employer Plan is managed by a local registered investment adviser in Nebraska and backed by one of the nation's largest defined contribution recordkeepers, Newport. The PEP is designed to provide a simplified, cost-efficient retirement plan option for local Midwest small to mid-size businesses, national companies, and everything in between. Do any of the below statements resonate with you? If so, a PEP might be a great fit for your company.

- I don't have the time to dedicate to running a plan.
- I have concerns over potential fiduciary risk.
- I've been reluctant to sponsor a retirement plan due to cost.
- I currently sponsor a plan but am looking to outsource time-consuming activities.
- I wish to delegate investment decisions to an investment manager.
- I need a plan for my employees but would like to reduce audit costs and plan responsibilities.

FIDUCIARY RISK MITIGATION

Fiduciary investment duties are outsourced to Lutz Financial, which serves as an ERISA 3(38) investment fiduciary.

TIME SAVINGS

Adopting employers are relieved of most plan administrative duties, allowing more time to focus on their business.

COST EFFICIENT

Costs are spread across a larger participant and asset base, reducing the expenses for each employer adopting the plan.

READY TO GET STARTED?

CONTACT LUTZ FINANCIAL TODAY AT 402.827.2300.

Lutz Financial is proud to partner with Newport, an independent retirement services provider committed to being a trusted partner that will seek to deliver comprehensive financial wellness solutions that best fit customer needs. Newport is registered as a Pooled Plan Provider with the Department of Labor and offers over 20 years of experience with similar plan arragements.

POOLED EMPLOYER PLAN VS. SINGLE-EMPLOYER PLAN

HOW DOES THE ROLE OF THE EMPLOYER COMPARE BY PLAN TYPE?

	POOLED EMPLOYER PLAN			SINGLE-EMPLOYER PLAN
RESPONSIBILITY	**NEWPORT (PPP)**	**LUTZ FINANCIAL**	**ADOPTING EMPLOYER**	**SPONSORING EMPLOYER**
Selects Pooled Plan Provider			✓	N/A
Name Fiduciary [402(a)]	✓			✓
Operational Fiduciary [3(16)]	✓			✓
Fund Selection and Monitoring		✓		✓
Creates and Adopts Investment Policy Statement		✓		✓
Selects Investment Manager	✓		✓	✓
Selects Plan Trustee			✓	✓
Consults on Plan Design	✓	✓		
Plan Design Edits			✓	✓
Reviews/Approves/Signs Off on Plan Documents			✓	✓
Reviews/Signs/Files 5500	✓			✓
Reviews/Approves/Signs off on Compliance Testing/Distributions/QDROs	✓			✓
Monitors Plan Eligibility	✓			✓
Beneficiary Tracking	✓			✓
Prepares/Approves Required Notices/ Reports	✓			✓
Compiles/Completes Year-End Census Data			✓	✓
Submits Timely and Accurate Payroll/Plan Contributions			✓	✓
Selects/Monitors Service Providers	✓		✓	✓
Selects/Works with Plan Auditors	✓			✓
Manages Participant Communications/ Education	✓	✓		✓
Conducts Investment Meetings		✓		✓
Monitors/Benchmarks the PPP			✓	✓

QUESTIONS? CHRIS WAGNER | CWAGNER@LUTZ.US | 402.827.2077

POOLED EMPLOYER PLAN

FULL SERVICE PLAN CONVERSION PROCESS

LUTZ FINANCIAL SUBMITS SIGNED LETTER OF INTENT TO NEWPORT

NEWPORT WORKS WITH YOU FOR PLAN ASSET TRANSFER

NEWPORT WORKS WITH YOU THROUGH TRANSFER OF ASSETS PROCESS

ENROLLMENT AND EDUCATION

GO LIVE WITH PLAN

ONGOING DEVELOPMENT WITH YOUR RELATIONSHIP MANAGER FOR PLAN SUCCESS!

20 DAYS

55-70 DAYS

ONBOARDING REVIEW

- Documents are reviewed (operational questionnaire, plan design form, and census) to confirm they are in good order.
- A Newport Conversion Consultant is assigned, and a new plan call is scheduled.

NEW PLAN CALL

- The Conversion Consultant schedules a welcome call with the plan sponsor and Lutz Financial Investment Adviser. The Document Consultant is also invited to the welcome call and can address any plan design items requiring clarification at that time.

WELCOME CALL

- Review overall timeline, set expectations, confirm missing items (if any) within the operational questionnaire.
- Request for ACH info and termination letter sent to prior provider.
- Request service agreements.
- Final plan documents sent to plan sponsor from Document Consultant for signature.

WEBSITE TRAINING

- Conversion Consultant reviews website features with plan sponsor and adviser.
- Topics: Notifications and Reports
- Website Establishment
- Participant Enrollment

PAYROLL TRAINING

- Conversion Consultant reviews payroll file for contributions process.
- Conversion Consultant and plan sponsor meet via web conference call to post second payroll file to the plan record.
- Topics: First payroll file will be processed by Newport
- Transfer of Assets
- Transfer of Participant Records