

The entire Benefits Booklet series can be found at www.archindy.org/intranet/shared/hr/index.html.



Retirement Plans

2009 Benefits Booklet

Providing a new perspective on
Catholic employment.

The Benefits Booklet is an interactive series of three documents:

1. Health Plans
2. Life Insurance, Disability and Work & Family Benefits
3. Retirement Plans



ARCHDIOCESE OF INDIANAPOLIS

The Church in Central and Southern Indiana

You can navigate through this document using the page numbers at left, and by clicking below for:

- [Table of Contents Page](#)
- [Human Resources Website](#)
- [Provider Directory](#)
- [Emailing Human Resources](#)



Contents

Retirement Plans

Click on Topic/Page below
to go directly to that page

Retirement Plans



Our mission reminds us that we are to “serve human needs.” We see adequate benefits as a “human need” of the employees and families of the parishes, schools and agencies of the Archdiocese. So we strive to offer benefits that are affordable and provide a “safety net” of protection for employees and their families.

We are also called by our values to be compassionate, to share responsibility, to demonstrate pro-active leadership and to be good stewards. We believe that the benefit plans offered here demonstrate these values.

We pray that each employee and family will benefit from the coverage provided. We also ask that you take time to read this information carefully and educate yourself about the options available to you. We ask that you continue to work with your parish, school or agency to be good stewards of the gifts that God has provided for us.

You can navigate through this document using the page numbers at left, and by clicking below for:

- [Table of Contents Page](#)
- [Human Resources Website](#)
- [Provider Directory](#)
- [Emailing Human Resources](#)

The Pension Plan	3–4
Watching Your Benefits Grow	5
The Archdiocesan Retirement Savings Plan (also called the 403(b) Plan)	6
Your Retirement Savings Plan Contributions	7
Hardship Withdrawals	8
Receiving Your Retirement Savings Plan Benefits	8
Obtaining Information about Your Account	8
Don't Leave Money on the Table!	10
Free Financial and Retirement Planning	11

The Pension Plan (also called the Lay Employees' Retirement Plan)

Retirement Plans



Eligibility and Participation

Lay employees may be eligible for this plan. If you are a new employee, you are automatically a Pension Plan participant on January 1 of the first calendar year in which you complete 1,500 hours of service. (If you are a current employee, you may have become a participant under other eligibility requirements.)

Your Pension Benefit

When you become a participant, an account is established for you in the Plan. Each year, we make a contribution to the plan on your behalf. This contribution is based on your period of service (completing 1,500 or more hours of service per calendar year) and your pay. The contributions remain in your account and are held in trust earning interest until you reach retirement age or leave employment with us.

Period of Service on December 31 Valuation Date	Percentage of Annual Compensation Contributed to the Plan
Less than 10 years of service	4%
10-19 years of service	6%
20 or more years of service	8%

Your employment touches the lives and spiritual development of the many people served by your parish, school or agency. In order to recognize and support your service to this ministry, we established pension and savings plans to help provide income for you and your family when you retire.



You can navigate through this document using the page numbers at left, and by clicking below for:

- [Table of Contents Page](#)
- [Human Resources Website](#)
- [Provider Directory](#)
- [Emailing Human Resources](#)

The Pension Plan (also called the Lay Employees' Retirement Plan)

Retirement Plans



Period of Service

Prior to January 1, 2005, the Plan recognized and employees earned service based on different definitions. Since January 1, 2005, we have defined a period of service as any plan year (calendar year) in which you completed 1,500 hours of service (worked 1,500 hours).

Interest

Your pension account earns interest at a rate equivalent to the 10-year Treasury rate. The rate varies from year to year, but is always a positive number.

Vesting

Pension Plan vesting means your “ownership” in your pension benefits. You are 100%, fully vested:

- after working at least 1,500 hours in each of five calendar years, or
- at your disability or death, if you are a Participant regardless of your credited service.

If you leave employment with us before you are fully vested in your pension benefit, you will forfeit any contributions and interest in your Pension Plan account.

Receiving Benefits

If you are vested in your benefits, then you will be eligible to receive benefits...

- After the termination of your employment with us, regardless of your age. However, benefit payments which you receive prior to age 59 1/2 may be subject to penalty tax when you file your income taxes.
- In the event of your disability.
- In the event of your death.

The normal form of benefit payment is a monthly annuity payable for your lifetime. You may elect optional forms of payment including a lump sum, or a joint and survivor annuity, or a monthly annuity with guaranteed payments for 120 or 180 months.



You can navigate through this document using the page numbers at left, and by clicking below for:

- [Table of Contents Page](#)
- [Human Resources Website](#)
- [Provider Directory](#)
- [Emailing Human Resources](#)

Watching Your Benefits Grow

Retirement Plans



As your service with us grows so does your pension benefit. If you are saving for retirement in the Archdiocesan Retirement Savings Plan (also called the 403(b) Plan), your quarterly statements from AUL will include the amount in your pension account. This pension information is at the end of your AUL statement. It will change once per year since the first quarter statement will include our annual contribution and the interest rate that were applied on December 31. Another way to keep track of your benefit and to estimate your benefit at retirement is available as well. Nyhart (also known as Alliance Benefit group), our pension plan administrator offers online benefit estimates.

To access the Nyhart website:

1. Go to <http://nyhart.biz>
2. Click on "Participants." It's the fifth button down the left side of the screen.
3. You will see four pictures in the center of the screen - each one represents a different account. Click on "Your Pension Plan Accounts."
4. Type in your USER ID and PIN. You should have received a letter from Nyhart with your User ID and PIN (in 2003 or when you became eligible). If you do not know your User ID or PIN, please call Nyhart at 1-800-428-7106.
5. You'll be asked to accept the user agreement in order to access your account information. It is a legal requirement in order for Nyhart to allow access to the pension system. If you want to proceed with getting your account information, please click on "accept."
6. At this point, you have entered the pension plan account information area of the website and you have several options to choose from. If you would like help in navigating the system at this point, please click on "Step-by-step Help."

*We evaluate the administrators for our benefits plans continuously. Our pension plan administrator may change in future years. Be sure to review this brochure from time to time. The most current version is available at www.archindy.org/intranet.



You can navigate through this document using the page numbers at left, and by clicking below for:

- Table of Contents Page
- Human Resources Website
- Provider Directory
- Emailing Human Resources

Retirement Plans



The Archdiocesan Retirement Savings Plan (also called the 403(b) Plan)

All employees, both full-time and part-time, are eligible for this plan. You may begin contributing to the Retirement Savings Plan when you are hired (if you are paid for at least one hour per year). You may enroll for the Retirement Savings Plan at any time.

Your Retirement Savings Plan Contributions

Your savings contributions are made on a before-tax basis as a percentage of your pay:

- If you were hired after July 1, 2008, you were automatically enrolled in the 403(b) Plan at a contribution rate of 2% of pay. Your contribution rate will increase by 1% each year starting in 2010 until you reach a contribution rate of 6%, which is the maximum contribution rate we match (see Matching Contributions at right). You may increase or decrease your contributions at any time for any reason. Funds are invested in the Target Retirement Funds described on page 7, unless other investments are selected.

- If you were hired prior to July 1, 2008, you were not automatically enrolled in the 403(b) Plan. If you have not already elected to contribute to this plan, you may do so at any time.
- You may contribute up to \$16,500 in 2010. You may even contribute an additional \$5,500 (\$22,000 total) if you are over 50 years of age or are turning 50 in 2010.

The Archdiocesan Matching Contributions

To encourage and help you save for your own financial security, we match 50% of the first 6% of pay you contribute to the 403(b) Plan. That's an automatic 50% return on your investment! It means you receive 50 cents for every dollar you invest of the first 6% of pay you contribute.

You can navigate through this document using the page numbers at left, and by clicking below for:

- [Table of Contents Page](#)
- [Human Resources Website](#)
- [Provider Directory](#)
- [Emailing Human Resources](#)

Retirement Plans



Your Retirement Savings Plan Contributions

Retirement Savings Plan Vesting

Vesting refers to your “ownership” of the money in the plan. You are always 100% vested in the money you contribute, plus any investment earnings they generate. Our matching contribution also vests immediately.

A Simple Way to Invest Wisely

Effective April 1, 2010, our plans offer Target Retirement Funds that invest according to your projected retirement date (age 65). As you get closer to retirement, the investment mix changes automatically, eliminating the need to “rebalance” your investments over time. You may also choose among a selection of other investment funds offered through One America (AUL), the company that manages our Retirement Savings Plan.

Making Changes to Your Contributions during the Year

You may begin contributing to a Retirement Savings Plan as soon as you are hired. You may stop saving at any time. If you decide to resume your contributions, you may do so at the beginning of the next calendar quarter.

You can also change the amount you are contributing (payroll deduction) once per quarter.

Making Changes to Your Investments

You can change how your future contributions are invested at any time. You may also move money from one investment fund to another at any time.

Fees

An administrative fee of \$12.50 per quarter will be paid from your account



You can navigate through this document using the page numbers at left, and by clicking below for:

- [Table of Contents Page](#)
- [Human Resources Website](#)
- [Provider Directory](#)
- [Emailing Human Resources](#)

Retirement Plans



Hardship Withdrawals

If eligible, you can withdraw your contributions and earnings from your Retirement Savings Plan account balance under specific conditions of financial hardship. These conditions include:

- medical hardship,
- purchase of your primary residence,
- tuition payments for post-secondary education for yourself, your spouse, your children or your dependents, or
- in the event of eviction or foreclosure or damage to your home by force of nature or
- for burial of yourself or a dependent.

You must stop your 403(b) contributions for six months after a hardship withdrawal.

Receiving Your Retirement Savings Plan Benefits

You may begin receiving benefits (making withdrawals) from your account as early as age 59 1/2 without penalties. You must begin receiving benefits by age 70 1/2. Your benefits become taxable as income when you begin receiving them. Many pay-out options are available. You may elect a lump-sum or partial lump sum payment. Or you may decide to receive periodic distributions from your account.

Obtaining Information about Your Account

You will receive a personalized account statement after each calendar quarter. You can also access your account by telephone or online.

You can navigate through this document using the page numbers at left, and by clicking below for:

- [Table of Contents Page](#)
- [Human Resources Website](#)
- [Provider Directory](#)
- [Emailing Human Resources](#)



AUL Keeps You Connected

Your savings and investment returns will make up a significant portion of your retirement income. To help you stay connected to your account, AUL offers online access. To access your account, you must first register in the system.

Registration

1. Log on to www.eretirement.aul.com
2. Click on New Participants Enroll Here.
3. Enter your Social Security Number. Read the Terms and Conditions. Click on "I accept" if you agree with the terms.
4. Enter the plan number "G75194" and your date of birth. Click "Next".
5. Choose a password and identifying information. If you forget your password, the site will allow you to re-set your password. Click on "Finish Registration."

Access

1. Log on to www.eretirement.aul.com
2. Choose "Account Access" in the red box on the left side.
3. Click on "Retirement Plan Participants – log in here".
4. Enter your Social Security Number as the User ID. Enter your password.
5. Select "Go". And you're in!

Things you can do online:

- Start saving for retirement
- Change your address
- Change your salary deferral (the percentage saved on a pre-tax basis from your pay)
- View your account balance and investment elections
- Change your investment elections
- See the performance and expense ratios of available investment options

Note: If you were saving with AUL prior to April 1, 2008, plan number G73279 may be listed. There will be no investments shown under this plan number. On April 1, 2008, all funds were transferred to a new plan number G75194.

Retirement Plans



You can navigate through this document using the page numbers at left, and by clicking below for:

- [Table of Contents Page](#)
- [Human Resources Website](#)
- [Provider Directory](#)
- [Emailing Human Resources](#)

Issues to Consider

Beneficiary Designations

It's important to review your beneficiary designations each year. Things change - please take the time to make sure that your family is provided for in the event of your death. AUL retains copies of your designations.

Retirement Planning

Knowing how much to save is almost as important as saving! Take advantage of the services that AUL offers to prepare for your retirement now.

The AUL web site listed above provides tools to assess your retirement savings needs.

Don't Leave Money on the Table!

Retirement Plans



For many of us, saving means sacrifice. And that is rarely an easy decision. But please consider what you are “leaving on the table” when you don’t contribute the full 6% of pay that we match:

If you contribute	Archdiocesan match is an amount equal to	Your total savings is	What you've left on the table
1% of your pay	0.5% of your pay	1.5% of your pay	an amount equal to 2.5% of your pay
2% of your pay	1% of your pay	3% of your pay	an amount equal to 2% of your pay
3% of your pay	1.5% of your pay	4.5% of your pay	an amount equal to 1.5% of your pay
4% of your pay	2% of your pay	6% of your pay	an amount equal to 1% of your pay
5% of your pay	2.5% of your pay	7.5% of your pay	an amount equal to 0.5% of your pay
6% of your pay	3% of your pay	9% of your pay	You've left nothing on the table

Your contributions and the Archdiocesan contributions vest immediately. That means you earn the right to this money if you leave employment or need to use these funds in cases of extreme hardship.

You can navigate through this document using the page numbers at left, and by clicking below for:

- [Table of Contents Page](#)
- [Human Resources Website](#)
- [Provider Directory](#)
- [Emailing Human Resources](#)

Free Financial and Retirement Planning

Retirement Plans

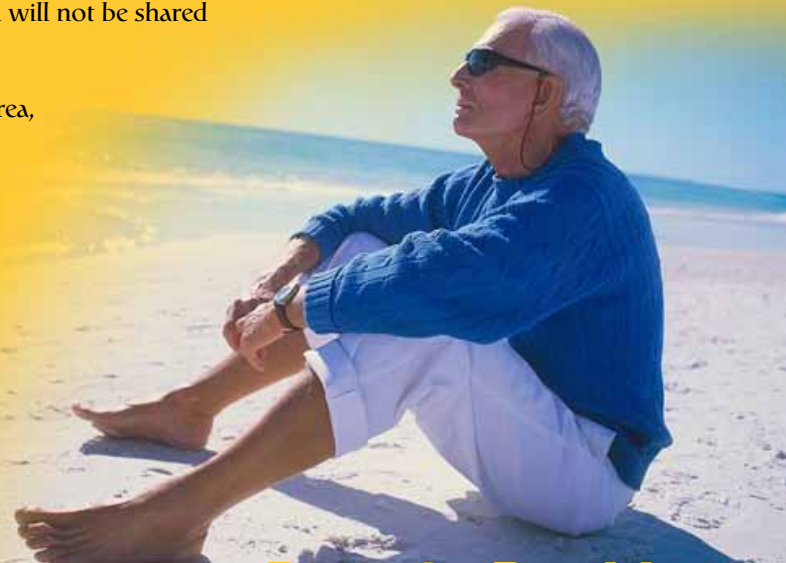


Many employees have told us that planning for retirement and for other major financial goals can be overwhelming. Few of us find money management easy. To help you prepare for your financial future, we have contracted with an independent financial planner, Semler Financial Services, to provide free workshops and individual financial planning meetings for employees of the schools, parishes and agencies of the Archdiocese.

These workshops and planning meetings are voluntary, free and confidential. Semler Financial Services has agreed to conduct these workshops and meet with employees individually at no cost to us or the employee. Your personal financial information will not be shared with anyone in the Archdiocese or your parish, school or agency.

To find out when these financial workshops will be offered in your area, please watch for future announcements. We will send information and meeting times to employees as the schedules are determined each year.

These workshops are offered as a service to our employees, and we do not endorse any financial planner or the products and services they offer.



You can navigate through this document using the page numbers at left, and by clicking below for:

- [Table of Contents Page](#)
- [Human Resources Website](#)
- [Provider Directory](#)
- [Emailing Human Resources](#)