

The State University of New York Voluntary Savings Plan

2022 UNIVERSAL AVAILABILITY NOTICE

The State University of New York (“SUNY”) provides employees with the opportunity to save for their retirement through the SUNY Voluntary 403(b) Savings Plan (the “Plan”). Participation in the SUNY Voluntary Savings Plan is a great way to build your retirement savings through pre-tax and/or post-tax payroll deduction contributions.

Whether you want to enroll in the plan for the first time, or you are already enrolled but wish to change the amount of your deferral, you can do so through the SUNY online enrollment and management system at www.retirementatwork.org/suny. For more information, contact your [state-operated](#) or [community college](#) Employee Benefits Office, or visit the [SUNY Benefits Web Site](#).

ELIGIBILITY

All employees of SUNY (state-operated and community colleges) who receive compensation reportable on an IRS Form W-2 are eligible to participate in the Plan.

Please take a moment to review the plan materials before enrolling, available at www.suny.edu/benefits/vsp/. Once you are enrolled, you can review and change the amount of your contributions as often as once per pay period, in accordance with your campus payroll deadlines for submitting changes, through the SUNY online enrollment and management system at www.retirementatwork.org/suny*. The exact date your investment allocations will take effect may vary depending upon your payroll system deadlines and the policies of the Investment Provider you chose for Plan contributions.

In addition to the SUNY 403(b) plan, the NYS Deferred Compensation Plan (NYSDCP) also provides a way for you to contribute to a retirement account on both a pre-tax (Traditional) and post-tax (Roth) basis through payroll deduction.

Through the pre-tax options (Traditional), your contributions, plus earnings are not taxed until you withdraw the funds. Distributions are considered ordinary income for tax purposes.

Through the post-tax (Roth) option, your contributions are taxed at the time you make them. Earnings are income tax-free upon qualified distribution if you are 59 ½ (for the 403(b) Plan) or separated from service (for both 403(b) and 457 Plans) and it has been at least five taxable years since the initial Roth deposit.

HOW MUCH CAN I CONTRIBUTE?

For 2022 **you can contribute** up to **\$20,500** per year. If you are **age 50 or older** anytime in 2022, you can contribute an additional **\$6,500**, for a maximum of \$27,000.

Each participant is limited to these maximum contribution amounts for all 403(b) and 457 plans, respectively. SUNY employees are able to maximize contributions to both the SUNY 403(b) Plan and the NYS Deferred Compensation 457 Plan concurrently. However, if you also participate in a 403(b) or 457 plan with another employer, you are responsible for tracking and reporting the amount of all of your contributions to the plans so that the total amount of all your annual contributions to all plans in which you participate do not exceed the limit. 457 Plans may also offer, for eligible participants, the Special Retirement Catch-up Provision for contributions within 3 years of your elected normal retirement age.

A special limit may apply to your contributions if you “control” (meaning you have more than a 50% ownership interest) in another business and you participate in its retirement plan. In determining the annual limit for all contributions described above, you must include all contributions made on your behalf under any defined contribution plans maintained by the other business that you control. You are required to inform your Employee

Benefits Office if this situation applies to you. Failure to do so can result in adverse tax consequences to you. For more information, contact your state-operated or community college Employee Benefits Office.

WHAT ARE MY SAVINGS OPTIONS?

There are several different Plan options and Investment Providers to choose from through the SUNY 403(b) Plan. NYSDCP also offers its own investment options. Authorized Investment Providers offer a wide choice of investment options, including stock, bond, and guaranteed funds. Each provider offers individual counseling and assistance on investment information and can review the pre- and post-tax contribution options to best meet your retirement planning needs.

The following Authorized Plans and Investment Providers are available to you within the SUNY 403(b) Plan:

AIG Retirement

1-800-448-2542 or 1-888-569-7055, <https://suny.aigrs.com/home>

Fidelity Investments (403(b)(7) Mutual Funds)

1-844-FOR-SUNY (844-367-7869), www.netbenefits.com/SUNY

Teachers Insurance Annuity Associate (TIAA)

1-800-662-7945, www.tiaa.org/suny

Voya Financial

1-800-584-6001, <https://suny.beready2retire.com/>

NYS Deferred Compensation Plan (457)

1-800-422-8463, www.nysdcp.com

WHAT DO I NEED TO DO?

If you wish to enroll or change your enrollment in the NYS Deferred Compensation Plan (NYSDCP), you will need to contact NYSDCP directly.

If you are **enrolling*** in SUNY's 403(b) plan for the first time, you can do so by using the SUNY online enrollment and management system at www.retirementatwork.org/suny. For assistance with the enrollment process, please contact your [state-operated](#) or [community college](#) campus Employee Benefits Office for more information.

If you are currently enrolled and wish to contribute the same **BI-WEEKLY** amount in 2022, no action on your part is necessary unless you are currently contributing additional monies under the Age 50 rule outlined above. **Please check your pay stub to be sure your current bi-weekly contribution for 403(b) deductions with any investment providers with whom you are investing) multiplied by the number of remaining pay periods in the year does not exceed the allowable limit.** Please be mindful that if you made a change mid-year, you will need to make sure that your current biweekly amount will result in the correct annual amount you want deferred for 2022.

To **change*** the amount you are now contributing, please do so by using the SUNY online enrollment and management system at www.retirementatwork.org/suny. For assistance with this process or if you have questions, please contact your [state-operated](#) or [community college](#) campus Employee Benefits Office for more information.

*Employees unable to enroll online should file a Salary Reduction Agreement with the HR/Benefits office at their campus. For more information, see the "Enrollment" section at <http://www.suny.edu/benefits/vsp/>.

If you wish to change your 403(b) contributions for the December 8 paycheck, you must make the change within the date range of November 11 - November 24.

If you wish to change your 403(b) contributions for the December 22 paycheck, you must make the change within the date range of November 25 - December 8.

If you have any questions regarding this, please email scribec@sunypoly.edu