

# You have a plan.

## PLAN OVERVIEW

### Eligibility

All employees of PERA employers and retirees who have returned to work for PERA employers are immediately eligible to join the Plan. If your employer has adopted the Roth option, you may make Roth contributions. There are no minimum service requirements to fulfill.

### Retirees and Inactive Members

Retirees and inactive members who were not previously enrolled in the PERAPlus 401(k) Plan are allowed to roll money from another qualified plan into the PERAPlus 401(k) Plan.

### Enrolling is Easy

Check if your employer offers online enrollment. If not, follow the instructions below:

- Complete the **401(k) Contribution Authorization Form** and submit it to your employer's payroll office.
- Go to [www.copera.org](http://www.copera.org) and click on the **"PERAPlus 401(k)/457 and PERA DC Plan Information"** link from the "Programs" menu. Then, select **"Enroll in the PERAPlus 401(k) Plan Online"** to enroll.
- Enter your personal information and make your investment elections online. If you do not make your investment election before your first contribution is made, it will be directed to the PERAdvantage Target Retirement Date Fund that is closest to your date of birth and an expected retirement at age 65.

### Personal Identification Number (PIN)

Your PERA PIN is the key to your account. If you don't already have a PERA PIN, you may request one through [www.copera.org](http://www.copera.org) or by calling 1-800-759-7372 (do not select the PERAPlus option). If you enroll in the Plan by form rather than online, you will receive your PERA PIN in the mail (if you don't already have one) shortly after the Plan receives your first contribution.

You will need your PERA PIN to access your account information by phone. Online, you will use your PERA PIN to create a User ID and password.

**The PERAPlus 401(k) Plan is a voluntary retirement benefit plan that offers you one of the best opportunities to save for your retirement.**

**By joining today, you can supplement your retirement savings, access investment advice, and have loan benefits—all rolled into one convenient package.**

### The Benefits of Participation

- **Reduced Taxes**  
Your pre-tax contributions reduce your current taxable income dollar-for-dollar, which can lower your federal and state income taxes.
- **Tax-Free Distributions**  
If you contribute to the Roth account within the PERAPlus 401(k) Plan, contributions and earnings grow tax-free. Qualified distributions from your Roth account will also be free from federal, state, and local income taxes.
- **Savings Convenience**  
With automatic payroll deductions, it's easy to save and you won't be tempted to spend your savings because the money will already be tucked away in your account.
- **Access to Advice**  
Through Voya's Online Advice, you have access to investment advice online at no additional cost. You can also have a Professional Manager manage your account for a fee.
- **Personal Control**  
You decide how much to contribute to the Plan and choose how to invest your contributions.
- **Supplement Other Retirement Savings**  
Save for things in retirement like travel or pay health care premiums and supplement your PERA Defined Benefit or Defined Contribution Plan account.

### Additional Information

For more detailed information about the Plan's features and investment options, refer to the *Enrollment Guide* on the Plan website or call 1-800-759-7372 and select the PERAPlus option to request a *Guide* be sent to you.

## PERAPlus 401(k) Plan

Create your Plan for the future.

### Plan Website

For complete information on fund fees, performance, and investment options, go to the Plan website accessible through [www.copera.org](http://www.copera.org). Click on the **"PERAPlus 401(k)/457 and PERA DC Plan Information"** link from the "Programs" menu. Or, you can log in to your account on [www.copera.org](http://www.copera.org) with your User ID and password and then select **"PERAPlus 401(k) Account Access."**



This brochure provides information about the PERAPlus 401(k) Plan. Your rights, benefits, and obligations as a PERA member are governed by Title 24, Article 51 of the Colorado Revised Statutes, the Rules of the Colorado Public Employees' Retirement Association, and the *401(k) and Defined Contribution Plan and Trust Document*, which take precedence over any interpretations in this brochure.

Voya Institutional Plan Services, LLC is the service provider for the PERAPlus 401(k) Plan.







Make it happen.

Plan Features

Whether you’ve been saving for years, or are just getting started, the PERAPlus 401(k) Plan can help you reach your retirement goals.

24-Hour Account Access

By phone—Call toll-free at 1-800-759-7372 and select the PERAPlus option to use the automated phone system any time. To speak with a Participant Service Representative, call from 6:00 a.m.–6:00 p.m. (Mountain time), Monday–Friday, except on New York Stock Exchange holidays. You will need your PERA PIN to access account information over the phone.

Online—Go to [www.copera.org](http://www.copera.org) and log on with your User ID and password. You can get account information, process transactions, request forms, and access online advice.

Account Statements

You may generate an account statement online for any time period within the last 24 months. You will also receive easy-to-read paper or electronic quarterly account statements to help you keep track of your retirement planning progress.

Pre-Tax and Roth Contributions

You may save up to 100 percent of your eligible compensation, subject to an annual IRS maximum. Pre-tax contributions are automatically deducted from your paycheck before taxes are taken out. If your employer has adopted the Roth option, you may also make Roth contributions. Roth contributions are automatically deducted from your paycheck after taxes have been taken out.

You can change your contribution amount at any time by contacting your employer.

If you are age 50 and older, and contributing the maximum amount allowable to the Plan, you may contribute an additional catch-up amount.

Fees

You will pay a Plan administration flat fee of \$1.00 per month. If you also participate in the PERAPlus 457 Plan or PERA DC Plan, you will pay \$1.00 per month for each plan. You will also pay a Plan administration asset-based fee of 0.07 percent on each PERAdvantage fund.

Fees are subject to change at any time.

Rollovers into the Plan

Pre-Tax Account

You can roll over money from a former employer’s retirement plan or an Individual Retirement Account (IRA), provided that the entire balance in the IRA is attributable to pre-tax contributions and earnings.

Roth Account

You can roll over Roth funds from 401(k), 403(b), and governmental 457(b) plans to your Roth account.

Investment Advice

Voya Retirement Advisors, LLC (VRA) offers the following investment advisory services, powered by Financial Engines<sup>1</sup>:

- **Online Advice** – a no-cost service if you would like to manage your own retirement planning and investment decisions
- **Professional Management** – a fee-based service for individuals who prefer to have their account managed for them

For more information, call 1-800-759-7372 and select the PERAPlus option or click the “[Voya Retirement Advisors](#)” link on the Plan website.

Loans

You can borrow from your pre-tax and Roth account balances and pay back the loan, plus interest, through automatic checking or savings account deductions. There is a \$75 nonrefundable loan application fee charged for each loan.

<sup>1</sup> **Advisory Services provided by Voya Retirement Advisors, LLC (VRA).** For more information, please read the Voya Retirement Advisors Disclosure Statement, Advisory Services Agreement, and your plan’s fact sheet. These documents may be viewed online by accessing the advisory services link(s) through the Plan website. You may also request these from a VRA Investment Advisor Representative by calling 1-800-759-7372 and selecting the PERAPlus/DC option. Financial Engines Advisors L.L.C. acts as a sub-advisor for Voya Retirement Advisors, LLC. Financial Engines Advisors L.L.C. (FEA) is a federally registered investment advisor and wholly owned subsidiary of Financial Engines, Inc. Neither VRA nor FEA provides tax or legal advice. If you need tax advice, consult your accountant or if you need legal advice consult your lawyer. Neither Voya Retirement Advisors nor Financial Engines Advisors can guarantee results and past performance is no guarantee of future results. Financial Engines® is a registered trademark of Financial Engines, Inc. All other marks are the exclusive property of their respective owners.

Investment Choices

You have access to the following PERAdvantage investment options:

Primary investment options

- PERAdvantage Target Retirement Date Funds: *PERAdvantage Income, 2020, 2025, 2030, 2035, 2040, 2045, 2050, 2055, and 2060 Funds*
- PERAdvantage Capital Preservation Fund
- PERAdvantage Fixed Income Fund
- PERAdvantage Real Return Fund
- PERAdvantage U.S. Large Cap Stock Fund
- PERAdvantage International Stock Fund
- PERAdvantage U.S. Small and Mid Cap Stock Fund

Additional investment options

- PERAdvantage SRI Fund
- Self-Directed Brokerage Account

For more details on the investment choices, log on to the Plan website through [www.copera.org](http://www.copera.org).

Read the information for each investment option carefully before you invest or send money. Fund fact sheets, which include the objective, investment strategy, as well as more information on the underlying investments in each option, are available on the Plan website or by calling 1-800-759-7372 and selecting the PERAPlus option.

Purchasing Service Credit

You may use your PERAPlus 401(k) pre-tax contributions to purchase service credit. For more information, review the *Purchasing Service Credit* booklet available from PERA. You may not use Roth contributions to purchase service credit.

Distributions

You can take a distribution of your PERAPlus 401(k) Plan account if you are still working at age 59½ or older. If you leave PERA-covered employment, you have several choices regarding the money in your Plan account:

- Leave the money in the Plan (you must start distributions once you reach age 70½).
- Request installment payments at any time after reaching age 59½.
- Roll over the balance to another qualified plan.
- Take the money in cash.

Distributions may be subject to taxes.

If you want to take a less active role in choosing your investments, choose a Target Retirement Date Fund based on an expected retirement date at age 65 and your date of birth (see chart below). Target Retirement Date funds are designed to automatically grow more conservative as you reach your retirement date.

Fund	Date of Birth Range
PERAdvantage Income Fund	Dec. 31, 1952, or earlier
PERAdvantage 2020 Fund	Jan. 1, 1953–Dec. 31, 1957
PERAdvantage 2025 Fund	Jan. 1, 1958–Dec. 31, 1962
PERAdvantage 2030 Fund	Jan. 1, 1963–Dec. 31, 1967
PERAdvantage 2035 Fund	Jan. 1, 1968–Dec. 31, 1972
PERAdvantage 2040 Fund	Jan. 1, 1973–Dec. 31, 1977
PERAdvantage 2045 Fund	Jan. 1, 1978–Dec. 31, 1982
PERAdvantage 2050 Fund	Jan. 1, 1983–Dec. 31, 1987
PERAdvantage 2055 Fund	Jan. 1, 1988–Dec. 31, 1992
PERAdvantage 2060 Fund	Jan. 1, 1993, or later

Generally speaking, Target Retirement Date Funds target a certain date range for retirement, or the date the participant plans to start withdrawing money. Participants can select the fund that corresponds to their target retirement date. Target Retirement Date Funds are designed to rebalance to a more conservative approach as the target retirement date nears. An investment in a Target Retirement Date Fund is not guaranteed at any time, including on or after the target date.

Roth Distributions

Distributions from your PERAPlus 401(k) Roth account may be tax-free for federal, state, and local income tax purposes provided they are qualified distributions. A qualified distribution must meet the following criteria:

1. The first Roth contribution has been in the Plan for at least five tax years (or sooner, if assets were in a Roth account in another employer-sponsored plan and then rolled over into the Plan), and
2. The participant is either at least age 59½ or disabled, or the distribution is to be made to a beneficiary after the participant’s death.

Withdrawals

There are several types of in-service withdrawals available, including hardship withdrawals if you meet certain IRS-defined qualifications.

