



# 403(b) Retirement Plan changes are coming



We are pleased to announce that the Diocese of San José is offering a new retirement 403(b) savings plan. The Diocese of San José 403(b) Retirement Plan (the New 403(b) Plan) will replace the current 403(b) Program/Lay Pension Plan. Voya Financial® will be the recordkeeper of the New 403(b) Retirement Plan. The effective date for the New 403(b) Retirement Plan is July 1, 2020. Therefore, your current accrued pension plan benefit in the Lay Pension Plans (Plan A/Plan B) will not increase with additional service to the Diocese of San José or with increases in your wages after the frozen date of June 30, 2020. Any new contributions will go to the New 403(b) Retirement Plan.

The Diocese of San José and Voya Financial have prepared this newsletter to help you navigate the changes and understand information that may be relevant to you. This newsletter is being offered to help you prepare for your future retirement goals. Please review the brochure carefully to understand important dates and action items.



## Read about:

- New plan features and provisions
- Key transition dates
- Investment information
- Tools and resources for easy planning
- Key contacts

## About Voya Financial®.

Voya Financial (NYSE: VOYA) is a leading provider of employer-sponsored retirement plans for customers in the corporate, healthcare, education and government sectors and is helping millions of people on their path toward a secure financial future. No matter what your goals may be, our goal remains the same — to help you plan, invest and protect the things that matter most. For more information on Voya and some informational videos, please visit [voya.com](http://voya.com).

# NEW PLAN FEATURES AND PROVISIONS

## Employee Contributions to the Plan as of July 1, 2020

- Traditional (Pre-Tax) Contributions
  - Plan automatically enrolls benefits eligible employees into the Plan
    - 3% of compensation; may elect a higher percentage
    - Automatic annual increase by 1% of compensation (up to 9%)
    - May elect to opt-out of the Plan
- Roth (After-tax) elective contributions
  - Option of making contributions with “after-tax” dollars to qualify for tax-free distributions at retirement (provided certain conditions are met)
- Or a combination of the two deferrals

## New Employer Contributions

- Employer contribution of 3% for benefits eligible lay employees
  - Determined per pay period, plus
- New Employer Matching Contributions for benefits eligible lay employees
  - The Diocese of San Jose will match 100% up to 3%

## Other Features

- Transfer of current 403(b) Program account balances
- Rollover contributions from other plans are also allowed

## Eligibility

- All lay employees who are expected to work 20 hours per week or more are eligible to participate in the plan and receive the employer contribution types.
- Participation is immediate with no service credit required
  - Entry date – first day of each month of the Plan Year
- Those who are part-time, benefits ineligible, or Religious order/Priests, are able to contribute to the New 403(b) Retirement Plan, but are not eligible to receive employer contribution or the match benefits as described above.

## Vesting

- Employer non-elective Contributions – 100% immediate vesting
- Employer Matching – 100% immediate vesting
- Employee elective Contributions – 100% immediate vesting
- Prior current 403(b) Program investments – 100% vested

## Transfers

- You may transfer your existing current 403(b) Program accounts to the New 403(b) Plan. Voya’s Account Consolidation Team will be available to help with this process.

## Loans

- Loans are allowed in the New 403(b) Plan. Existing loans on your current 403(b) Program accounts cannot be transferred.

## Automatic Rebalancing

- Once you achieve an investment allocation you are happy with, you can elect for your account to be re-balanced automatically on a variety of intervals.

## Automatic Contribution Rate Increases

- Contributions will automatically increase by 1% each year (Up to 9%), unless you choose another amount or opt out.
- Statements will be mailed to home addresses and accessible on the Voya participant website.
- You may also consider going green and signing-up for eDelivery as a simple and secure way to get your account statements and correspondence.

## Current 403(b) Program and Outside Accounts

Currently, the Diocese of San José offers voluntary enrollment in a 403(b) Program as a supplemental savings option for employees. The Diocese will cease supporting the current 403(b) Program on June 30, 2020, and will begin contributing to its New 403(b) Plan beginning July 1, 2020. Your funds in your current 403(b) Program will continue to be available for retirement, there will just not be additional investments made to this account. Employees will continue to be responsible for managing their 403(b) account. You may also choose to transfer your current balance to the New 403(b) Plan account and investments described in this brochure as early as July 1, 2020.

If you choose to transfer your existing assets, Voya has dedicated professionals to assist you during every step of the process. They will work with you to complete any necessary paperwork in order to efficiently move your balance to your selected investment options.

Should you be interested in rolling over outside assets into the New 403(b) Plan, you will have that option via the participant website, <https://dsj403b.voya.com>, where a transfer form can be found, or you can reach out to Voya's Account Consolidation Team **866-865-2660**.

They will work with you to complete any necessary paperwork in order to efficiently move your balance to your selected investment options. Retirement Consultants are registered representatives of and offer securities through Voya Financial Advisors, Inc. (member SIPC), 909 Locust Street, Des Moines, IA 50309.

#### Roth

We are pleased to announce that we will offer participating employees the option to make Roth after-tax contributions under the New 403(b) Plan. The Roth option combines the characteristics of traditional 403(b) plan contributions with the features of Roth individual retirement accounts (IRAs). Under the Roth option, you may make after-tax contributions and, with a "qualified" distribution, receive any earnings on those

contributions tax free at retirement\*. The Roth option provides additional flexibility and control over when your contributions (including any related earnings) – and retirement income – will be subject to federal income tax.

\*Contributions are taxed before they're invested but are withdrawn tax-free if qualifying conditions are met: Roth contributions must be held at least five years before date of distribution and you must be 59½ (assuming separation from service, death or disability).

## Beneficiary Designations

You must designate your beneficiary with Voya beginning in early June online at <https://dsj403b.voya.com>. If you do not designate a beneficiary with Voya, your assets will be paid in accordance with the terms of the Plan.





# KEY TRANSITION DATES

During the transition, Voya will do most of the work for you. But here are a few things to keep in mind and key dates to remember.

On June 1, 2020, a new account will be established for you automatically at Voya within the New 403(b) Plan. Contributions will begin on July 1, 2020. Your contributions will initially be set at 3% and directed to the appropriate Target Date fund. The individual fund is determined based upon your date of birth as indicated in the chart below. In addition, all lay employees who are expected to work 20 hours or more per week will receive a 3% employer contribution, and a match from the Diocese of San José of 100% up to 3% on your before-tax and Roth after-tax contributions. In other words, if you contribute at least 3% to the Plan, the Diocese of San José will add another 3% to your account for a total of 9%.

Those who are part-time, benefits ineligible, or Religious order/Priests, are able to contribute to the New 403(b) Plan, but are not eligible to receive employer contribution or the match benefits as described above.

You will have the option, to change your contribution percentage, to change your initial allocation to one of the many investment options listed below, or opt out of contributing to the plan before the plan goes live on July 1, 2020.

Date	Activity
Available now!	Customer Service Line Opens at Voya for Questions. If you have general questions about the Diocese of San José 403(b) Retirement Plan, call Voya at <b>855-334-4983</b> weekdays from 5 a.m. to 5 p.m., Pacific Time (PT) to speak with a Customer Service Associate.
May 20, 21, 26, & 28 3 p.m. and 6 p.m. PT	Zoom education meetings held. <b>Zoom Registration:</b> <a href="https://voyafa.zoom.us/j/98690361208">https://voyafa.zoom.us/j/98690361208</a> <b>Password:</b> 979817
Early in June	PIN mailing: Voya will mail a personal identification number (PIN) to home addresses in a plain security mailer. Participants will need their PIN to access the new Plan Website and Customer Service Line.
Early in June	Benefits Eligible employees will be auto-enrolled, set to contribute 3%, into the New 403(b) Plan. The website will be live and available to view and make any desired changes to this.
June 30, 2020	The current 403b Program/pension plan is frozen. The funds in your current 403(b) account will continue to be available for retirement, but no additional contributions will be made.
July 1, 2020	The New 403(b) Plan is live.
July 26, 2020	Your first contribution will be deducted from your paycheck, and contributed to the New 403(b) Plan unless you choose to opt out of the plan.



# INVESTMENT INFORMATION

## Initial Investment Allocation Chart

If Your Birthday is:	Your Target Date Fund will be:
1/1/1948 - 12/31/1952	Vanguard Target Retirement 2015
1/1/1953 - 12/31/1957	Vanguard Target Retirement 2020
1/1/1958 - 12/31/1962	Vanguard Target Retirement 2025
1/1/1963 - 12/31/1967	Vanguard Target Retirement 2030
1/1/1968 - 12/31/1972	Vanguard Target Retirement 2035
1/1/1973 - 12/31/1977	Vanguard Target Retirement 2040
1/1/1978 - 12/31/1982	Vanguard Target Retirement 2045
1/1/1983 - 12/31/1987	Vanguard Target Retirement 2050
1/1/1988 - 12/31/1992	Vanguard Target Retirement 2055
1/1/1993 - 12/31/1997	Vanguard Target Retirement 2060
On or after 01/01/1998	Vanguard Target Retirement 2065

Investments in Target Retirement Funds are subject to the risks of their underlying funds. The year in the Fund name refers to the approximate year (the target date) when an investor in the Fund would retire and leave the work force. The Fund will gradually shift its emphasis from more aggressive investments to more conservative ones based on its target date. An investment in the Target Retirement Fund is not guaranteed at any time, including on or after the target date.

**You will have the option to elect or change the initial allocation to one of many investment options.**

Investment Fund Option Name	Ticker
Vanguard Target Retirement 2015 Fund	VTXVX
Vanguard Target Retirement 2020 Fund	VTWNX
Vanguard Target Retirement 2025 Fund	VTTVX
Vanguard Target Retirement 2030 Fund	VTHRX
Vanguard Target Retirement 2035 Fund	VTTHX
Vanguard Target Retirement 2040 Fund	VFORX
Vanguard Target Retirement 2045 Fund	VTIVX
Vanguard Target Retirement 2050 Fund	VFIFX
Vanguard Target Retirement 2055 Fund	VFFVX
Vanguard Target Retirement 2060 Fund	VTTSX
Vanguard Target Retirement 2065 Fund	VLXVX
Ave Maria Bond	AVEFX
Lord Abbett Short Duration Income R6	LDLVX
Pimco Income Institutional	PIMIX
Western Asset Core Bond I	WATFX
Vanguard Inflation-Protected Secs Adm	VAIPX
American Century Mid Cap Value R6	AMDVX
Cohen & Steers Real Estate Securities I	CSDIX

Investment Fund Option Name	Ticker
Janus Henderson Triton I	JSMGX
JPMorgan Mid Cap Growth R6	JMGMX
T Rowe Price Small-Cap Value I	PRVIX
Vanguard 500 Index Admiral	VFIAX
American Funds Europacific Growth R6	RERGX
JPMorgan Emerging Markets Equity R6	JEMWX
Vanguard Developed Markets Index Admiral	VTMGX
Vanguard Small Cap Index Adm	VSMAX
BlackRock Equity Dividend Instl	MADVX
Vanguard Total World Stock Index Admiral	VTWAX
Ave Maria Growth	AVEGX
T Rowe Price Blue Chip Growth I	TBCIX

# TOOLS AND RESOURCES FOR EASY PLANNING

You know planning for retirement is important. With smart tools and resources readily available, we want to help make preparing for your retirement easier. You'll have access to many online tools including educational materials, calculators, estimators and personal performance tools.

## Accessing your account

Once the plan is live, you can log on or call to access your account and perform transactions.

### New Plan Access Points:

- Website: <https://dsj403b.voya.com> (website goes live on or around the completion of the transition)
- Phone Number: 855-334-4983
- TDD Phone Number: 1-800-579-5708

### How to register online and log in to your account

1. When you first access the website select **Register Now** below the **Enter** button and choose the way you would like to create your online account access.
2. Enter either the PIN that was sent to you by Voya and your Social Security number or Employee ID,  
**or**  
Your Social Security number and Date of Birth (and answer some questions).
3. Create a Username and Password. You will use them to access your account going forward through the Plan website and the **Voya Retire** mobile app. You will need your PIN to make transactions through the automated system or by speaking to a Customer Service Associate.
4. Provide an alternate email address and your mobile number for future recovery of your Username or Password, if needed.

Voya customer service associates are available Monday – Friday, from **5 a.m. to 5 p.m. PT**, excluding stock market holidays. The automated voice response system is available 24/7.

## myOrangeMoney® web experience\*

myOrangeMoney is an educational, interactive online experience that shows you how your current retirement savings may translate into monthly retirement income. It shows you where you stand today, highlights areas that need improvement, and lets you take immediate action to improve your readiness. Orange Money is the money

you need to save for retirement, versus green money, which can be spent now. This back-to-basics approach helps you see the steps you need to follow to take control of your financial future.

People with special needs and their caregivers can also use myOrangeMoney to visualize their retirement goals and progress. myOrangeMoney will take your unique circumstances into account with eligibility for government programs, such as:

- Supplemental Security Income (SSI)
- Social Security Disability Insurance (SSDI)

## Voya Retire mobile app\*\*\*

The **Voya Retire** mobile app is a fast and easy way to access your retirement account, manage your savings and evaluate whether you're on track toward reaching your goals—on the go! Search **Voya Retire** in your favorite app store.

## Roth website

The Roth website provides saver scenarios and a comparison guide so you can learn more about before-tax and Roth after-tax contributions. Visit [voyadelivers.com/Roth](http://voyadelivers.com/Roth) for more information.



# KEY CONTACTS

For questions regarding the new plan features and provisions, please contact Voya Financial's Customer Care Center: **855-334-4983** weekdays from 5 a.m. to 5 p.m., Pacific Time (PT) to speak with a Customer Service Associate.

For questions regarding investment information, please contact Graystone Consulting<sup>\*\*</sup>: **844-275-7688** weekdays from 8 a.m. to 5 p.m., Pacific Time (PT).

\* **IMPORTANT:** The illustrations or other information generated by the calculators are hypothetical in nature, do not reflect actual investment results, and are not guarantees of future results. This information does not serve, either directly or indirectly, as legal, financial or tax advice and you should always consult a qualified professional legal, financial and/or tax advisor when making decisions related to your individual tax situation.

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