Portico Benefits – the What, the How, and the Why of Providing ELCA benefits to your Pastors, Deacons, and staff

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Jennifer Prinz

Portico Benefit Services Regional Representative
ELCA Philosophy: Benefits Support Ministry

- Sponsors provide benefits
- Leaders steward benefits
- Portico designs benefits

PorticoBenefits.org/philosophy
ELCA Benefit Program

One program with five plans:

1. ELCA Health Benefits Plan
2. ELCA Flexible Benefits Plan
3. ELCA Disability Benefits Plan
4. ELCA Survivor Benefits Plan
5. ELCA Retirement Plan

See final slide for important disclosure information.
Who Can Enroll?

- Rostered ministers
  - Serving under call by a sponsoring employer
  - Work at least 15 hours per week, six or more months per year
- Lay employees
  - Work at least 20 hours per week, six or more consecutive months per year
Defined Compensation

- Base salary (prior to pretax contributions)
- Social Security tax allowance, if applicable
- Housing allowance (or parsonage allowance equal to 30% of base salary)
- Household and furnishing allowance, if paid directly to those in a parsonage
To whom must I offer benefits?

- **Non-discrimination laws:** To comply with current non-discrimination rules, the same benefits should be provided for all similarly-classified employees (such as full-time compared to part-time). Please contact your business manager, attorney, or another resource for help in understanding and ensuring compliance with current non-discrimination laws.

Benefits to Help You Live Well for Life

As an ELCA ministry, Portico offers health, flexible spending, retirement, disability, and survivor plans to help rostered leaders and lay employees strengthen their well-being. By living well as whole people of God, we believe we can better enhance the lives of others.

myPortico for Plan Members
Conveniently find information about and update your ELCA benefits

Visit myPortico Now

EmployerLink for Treasurers & Benefits Administrators
Easily manage your employees’ ELCA benefits

Visit EmployerLink Now

Common Tasks

Contact Us
Housing Allowance – Excludible Income

Based on the IRS guidelines, the amount excludible from federal gross income is the lesser of:

1. Amount designated in advance as housing allowance

2. Annual amount spent on primary residence, including: down payment; mortgage principal and interest; utilities; taxes; insurance; maintenance; and furnishings

3. Fair rental value of the home, including furnishings and cost of utilities

source: www.irs.gov
Understanding Your Bill – video is online
About Billing & Payments

Learn about your bill, how to understand your bill, and how to pay.

- Your bill will be available online around the 20th of the month, and you'll get an email when it's available.
- All benefits are billed for the current month.
- Payment is due upon receipt.

Note: If any of your employees have elections that require payroll withholding, wait to pay your bill until you've withheld those amounts from their paychecks. Learn about payroll withholding.

What You Should Know

Your bill is designed to be easy to read and understand, giving you an overview of what you need to pay and a greater level of detail if you want more information. Remember: Your payment is due upon receipt of the bill.

Your bill has three parts:
- Bill Summary
- Bill Details
- Employee Bill Details
Employment Events
Employment Events

• **Timely Notification** – as soon as possible; no later than 60 days after employment begins or ends

• **New Call/Employment**

• **Change of Call/Employment**

• **End of Call/Employment** - The day you report will be the last day you sponsor the plan member including through accrued vacation if you continue paychecks to the member during that period.
Employment Events - *continued*

- **Disability** – Lincoln Financial Group (844) 208-1662

- **Post–Employment Agreement**
Yearly Action Items
Yearly Action Items

• Review Next Year’s Rates
• Annual Enrollment (employer)

Metal Elections

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<th>Platinum+</th>
<th>Gold+</th>
<th>Silver+</th>
<th>Bronze+</th>
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<td>Lower deductible/out-of-pocket limit</td>
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• Annual Enrollment (member)
• Report Salary Changes
Tax Information

• 2020 Clergy Tax Return Preparation Guide for 2019 Returns
• Federal Reporting Requirements for Churches
Additional Tax Information

We've compiled information on various tax-related topics that may be helpful for your organization.

ACA Reporting  Tax Filing Information  Fair Market Value of Health Benefits  Health Care Reimbursement

What You Should Know

The Affordable Care Act (ACA) includes reporting requirements that must be completed prior to annual tax reporting deadlines. The vast majority of sponsoring employers will have no action to take, because Portico will complete the requirements for our plan members.

What reporting does the ACA require?

When your sponsored plan members file their income tax returns for tax years 2015 — 2018, they must demonstrate they've had minimum essential health coverage throughout the year or potentially pay a financial penalty (unless they had Medicare as their primary coverage). The ACA refers to this as the individual shared responsibility requirement, or individual mandate. ELCA-Primary health benefits through the ELCA Health Plan qualify as minimum essential coverage.

Starting with the 2019 tax year, the individual mandate no longer applies. Some states have their own individual health insurance mandate, requiring individuals to have qualifying health coverage or pay a fee with their state taxes for the 2019 plan year. Check with your state or tax advisor for more information.

What will Portico do?

Portico will mail Internal Revenue Service Form 1095-B, Health Coverage, to your sponsored plan members and their dependents who had ELCA-Primary health benefits in the previous year for reporting on their individual income tax return if required by the IRS, and file a copy with the IRS before the deadline. Plan members should keep this form for their records and simply check a box on their individual income tax return if required to report that they had minimum essential coverage.

What does your organization need to do?

Your organization does not need to take action unless it's an Applicable Large Employer (ALE). An ALE is generally an employer that, on average, has at least 50 full-time equivalent employees, measured by actual hours worked during the preceding calendar year. Full-time equivalent employees are generally employees who work 30 or more hours per week, or 130 hours in a calendar month. Each sponsoring employer is responsible for determining if it's an ALE. Please consult with your tax advisor if you're unsure if your organization is an ALE.

Determine If Your Organization is an ALE

Additional Reporting for ALEs

ALEs must file Forms 1094-C and 1095-C with the IRS by the deadline to demonstrate they offered minimum essential health coverage to employees. The ACA refers to this as the employer shared responsibility requirement.
Other Videos on EmployerLink

• Managing Benefits 101
• Tour of EmployerLink
2020: What’s New to the ELCA-Primary Health Plan
Text-based primary care from board-certified physicians
Available 24/7/365
Use for ages 1+
Low or no out-of-pocket cost

Watch the video
Utilizes Cognitive Behavioral Therapy
Coaching programs offer phone, email, or text
Use for ages 13+
No out-of-pocket cost
• a cutting-edge, holistic, faith-based, video learning platform, featuring wellness courses taught by nationally recognized experts, as well as Portico-customized courses.
Learning Plans

Based on Portico's Wholeness Wheel, learning plans help you focus on one area of your wellbeing at a time.

- Spiritual Wellbeing
- Social-Interpersonal Wellbeing
- Emotional Wellbeing
- Physical Wellbeing
- Financial Wellbeing
- Vocational Wellbeing
- Intellectual Wellbeing
2020 Wellness Dollars

• Members and spouses with ELCA-Primary health benefits can each earn $100 wellness dollars by completing a biometric screening, which provides objective health insights, and also $100 for completing a financial well-being activity as described on myPortico.
Questions?