

# ERISA

EMPLOYEE BENEFIT PLAN SERVICES



Employee Benefit Plan Audit  
Quality Center Member



SCHNEIDER DOWNS

Big Thinking. Personal Focus.



# EMPLOYEE BENEFIT PLAN ATTEST, TAX COMPLIANCE AND CONSULTING SERVICES

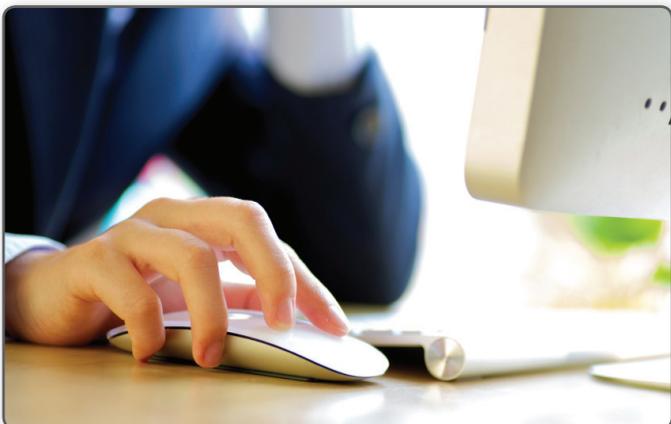
Attracting and maintaining a high-quality workforce is the key to success in every organization. Accordingly, offering value-added benefit solutions is important to achieving that goal. The challenge of establishing and maintaining an employee benefit plan is an enormous responsibility for every organization. While plan sponsors and administrators continue to search for “best in class” solutions, it is important that the service provider engaged by the benefit plan has the experience and expertise to offer state-of-the-art products and services.

Schneider Downs & Co., Inc. brings experienced personnel to your benefit plan and provides a service model that is unique in today’s market. The firm’s Employee Benefit Plan Industry Group serves clients in all industries and sectors, including large private and public companies with multiple benefit plan filings, as well as an extensive group of nonprofit sponsors of 403(b) plans. Our experienced professionals stay abreast of highly technical and ever-changing regulatory and financial and tax reporting rules throughout the year and are in continuous communication with our clients.

## EMPLOYEE BENEFIT PLAN ATTEST SERVICES

Independent audits of employee benefit plan financial statements are an important accountability mechanism. Plan sponsors have a fiduciary responsibility to hire quality auditors that understand the unique aspects of employee benefit plans. Schneider Downs, a member of the AICPA Employee Benefit Audit Quality Center since its inception, has a substantial employee benefit plan audit practice, providing auditing services to more than 250 plans on an annual basis. Highlights of this practice include:

- Dedicated service group providing support and oversight to the firm’s employee benefit plan clients, including a technical subgroup focused on development of the firm’s training curriculum
- Year-round access to a dedicated, accessible and responsive engagement team
- One of the largest employee benefit plan audit practices in the region
- Registered with the Public Company Oversight Board (PCAOB), enabling the firm to provide attest services to plans subject to 11-K filings
- Locally based engagement teams, allowing for quick reaction and responses to technical issues
- Experience with all plan types, including Employee Stock Ownership Plans (ESOP), defined benefit plans (including cash balance arrangements), defined contribution plans (including 401(k) plans), health and welfare plans, as well as plans included in Master Trust arrangement
- Specific training to professional staff throughout the



year to keep them abreast of the latest regulatory and financial reporting rules

- Attendance by the firm's leading experts at the AICPA annual Employee Benefit Plan conference each spring, as well as participation in the AICPA Employee Benefit Plan Audit Quality Center webcasts to stay apprised of the latest regulatory tax and reporting rules

Our experienced professionals bring a value-added philosophy to your benefit plan audit. That philosophy, coupled with years of experience with auditing benefit plans, allows Schneider Downs to bring a unique approach to serving your needs that combines practical insight and experience in order to deliver value-added, cost-effective service:

- Planning meeting with plan sponsor and third party administrators, providing an engagement timeline and detailed list of information requests with the plan sponsor and service providers
- Risk-based audit approach tailored to your organization's benefit plan(s)
- Integrated service approach assisting your organization in efficiently meeting your annual plan reporting needs
- Close-out meetings at the conclusion of the audit to assess performance and examine opportunities for improvement and efficiencies
- Identify recommendations and best practices to strengthen the plans processes and control environment
- High degree of shareholder and manager involvement, allowing direct and frequent access to decision makers when dealing with technical matters
- Utilization of data extraction software to facilitate testing efficiencies

### **EMPLOYEE BENEFIT TAX COMPLIANCE SERVICES**

Our professionals provide tax compliance services for employee benefit plans that include:

- Preparation and review of Form 5500 and other related required filings
- Assistance with responses to notices received from both the Internal Revenue Service and the Department of Labor
- Audit assistance relative to examinations by the Internal Revenue Service and Department of Labor
- Assistance in correcting late filings, plan administration,



operational and design failures, including self-corrections and submissions to the Internal Revenue Service and Department of Labor under various correction programs

### **EMPLOYEE BENEFIT PLAN CONSULTING SERVICES**

We have a team of professionals providing services in the following areas:

- Plan design and implementation (qualified and nonqualified arrangements)
- Plan document preparation and maintenance, including preapproved prototype and individually designed plans
- Recordkeeping and statement preparation accounting services
- Loan modeling and distribution compliance
- Nondiscrimination and top-heavy testing and other ongoing technical assistance
- Plan fiduciary review services
- Consultation regarding operational defects, plan terminations, plan mergers and prohibited transaction correction and reporting
- Consultation with respect to investment analysis, due diligence and fee benchmarking
- ESOP consulting, including feasibility analysis, repurchase obligations and ESOPs sponsored by S Corporations

Don't trust your benefit plan service needs with just anyone. Entrust them to the firm that has experienced people who can bring practical insight to your plan in a value-added, cost-effective manner. We pride ourselves in providing the best service and value to our clients each and every day and assisting them in meeting their reporting obligations while providing high-quality benefits to their employees.



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**About Schneider Downs**

**Our Focus is You**

As one of the 60-largest accounting and business advisory firms in the U.S., Schneider Downs can meet all of your global needs with an integrated service team of specialists. We are committed to delivering innovative business solutions that result in breakthrough ideas, providing responsive service that is proactive and timely and adds value to your business and building a business partnership that is based on trust and personal relationships.

Schneider Downs' global delivery service model incorporates the PrimeGlobal association of over 350 highly successful independent public accounting firms with a combined annual revenue of more than US\$2.0 billion. PrimeGlobal's independent member firms house a combined total of 2,200 partners, 17,000 employees, and 800 offices in 90 countries around the globe.

