

# EMPLOYER BULLETIN

## SSP EMPLOYER PARTICIPATION AGREEMENT MUST BE UPLOADED BY MARCH 31, 2021

Feb. 2021



A recent communication important for the implementation of the upcoming Supplemental Savings Plan (SSP) was sent to all school district superintendents and other employer executives on Monday, February 8, 2021. Each of the 987 eligible TRS reporting employers must complete a TRS Supplemental Savings Plan (SSP) Employer Participation Agreement/Authorized Contact form. This agreement **must be** formally adopted by each employer and signed by at least one authorized individual in your organization.

TRS needs your assistance to help ensure that all eligible employers complete the agreement and return it to TRS.

### Return Form Through Document Upload Area Online

You can upload the completed SSP Employer Participation Agreement/Authorized Contact form using the secure Document Upload area within your Employer Access Account. A dropdown menu has been added to the secure Document Upload with an option for the SSP Employer Participation Agreement. Your superintendent likely does not have access to the secure area online to send us the form. Please assist the superintendent so we may receive the form efficiently. This agreement must be completed and returned by every employer in order to meet the requirements of ILCS 5/16-204.

More information and the agreement is available on the TRS website: [TRS Supplemental Savings Plan](#).

**The deadline for returning this agreement is March 31, 2021.** If you have any questions regarding the completion of the form, contact Employer Services at [employers@trsill.org](mailto:employers@trsill.org) or (888) 678-3675.