

# 2022 Retirement Plan Compliance Calendar

Guidance for Defined Contribution and Defined Benefit Plans



# 2022 Compliance Calendar for Retirement Plan Sponsors

As a retirement plan sponsor, you're responsible for meeting many critical deadlines to ensure the compliance and success of your plan. FuturePlan is here to support you throughout the year.

This calendar will help you keep track of required filings and important due dates.



## CONTACT US

### Connect with FuturePlan Experts

Missing deadlines or delaying required filings can result in steep fines and can prevent participants from taking full advantage of eligible benefits.

If you have questions or would like a consultation surrounding the compliance needs for your retirement plan, call **866-929-2525** or connect with us at **[FuturePlan.com](https://www.futureplan.com)**.

#### Disclosure:

This calendar assumes that a plan is being administered on a calendar year basis by an employer using a calendar fiscal year. This calendar may not cover every requirement applicable to your specific employee benefit plan and focuses on key requirements affecting most defined contribution and defined benefit plans. It is subject to legislative or regulatory changes. This information is not intended to be a substitute for consultation with ERISA counsel and does not represent legal advice.

# Compliance Reminders for the Calendar Plan Year 2022

The following list highlights important compliance dates for calendar-year plans. Please contact your FuturePlan consultant with questions about your plan.

Due Date	Action Items
<b>January</b>	
1/1	Continue tracking <b>eligibility</b> service of nonunion, long-term, part-time/seasonal employees.
1/15	<b>Minimum funding requirements</b> for defined benefit (DB), money purchase (MPP), and target benefit plan years ended April 30, 2021. <b>Quarterly contribution due</b> for DB plans that have a funding shortfall for the preceding plan year.
1/31	<b>Form 1099-R</b> (distribution related) tax form filing deadline.
<b>February</b>	
2/15	Minimum funding requirements for defined benefit, money purchase, and target benefit pension plan years ended May 31, 2021 must be met by February 15, 2022 in order to avoid excise taxes or operational failures. An electronic transfer must be completed, or a check mailed, by this date.
2/28	Form 1099-R/Copy A must be filed with the IRS by February 28, 2022.
<b>March</b>	
3/15	<b>Calendar year 401(k) plans</b> must process <b>corrective distributions</b> for failed nondiscrimination tests to avoid a 10% penalty tax. Certain automatic enrollment plans have until June 30, 2022. Deadline to request <b>waiver of minimum funding standard</b> for defined benefit pension plans and money purchase pension plans for 2021 plan year. Deadline for retroactive plan document amendment to increase pension plan retirement benefits and related employer contributions for 2021 plan year.
3/31	<b>Adjusted Funding Target Attainment Percentage (AFTAP)</b> calculations due for defined benefit plans. <b>Form 1099-R</b> due to IRS if filed electronically.
<b>April</b>	
4/1	<b>Initial required minimum distribution (RMD)</b> for those terminated participants or 5% owners who have attained age 72 or older during 2021.
4/15	<b>Deadline for processing corrective distributions</b> for deferrals that exceed IRC section 402(g) limits. <b>Quarterly contribution due</b> for DB plans that have a funding shortfall for the preceding plan year.
4/18	Deadline for C Corporation and individuals to file a tax return or <b>request an automatic extension</b> to October 17.
<b>May</b>	
5/15	Deadline for 401(k) and other participant investment directed retirement plan accounts to provide <b>fee disclosure and benefit statements to participants</b> (45 days after end of the quarter).
<b>June</b>	
6/29	<b>Deadline to comply with Employee Stock Ownership Plan (ESOP)</b> related diversification requirements for certain ESOP participants.
<b>July</b>	
7/15	<b>Quarterly contribution due</b> for DB plans that have a funding shortfall for the preceding plan year.

# Compliance Reminders Continued

Due Date	Action Items
<b>August</b>	
8/1	<b>Form 5500 Series filing deadline</b> without an extension, or deadline to file Form 5558 for an extended due date of October 17.
8/15	Deadline for 401(k) and other participant investment directed retirement plan accounts to provide <b>fee disclosure and benefit statements to participants</b> (45 days after end of the quarter).
<b>September</b>	
9/15	<b>Minimum funding contribution due</b> for defined benefit (DB) and money purchase (MPP) pension plans.
9/30	<b>Summary Annual Report</b> due for defined benefit plans unless Form 5500 is on extension.
<b>October</b>	
10/1	Imposition of <b>defined benefit pension plan benefit restrictions</b> if the Adjusted Funding Target Percentage (AFTAP) hasn't been certified for the current calendar plan year.
10/15	<b>Quarterly contribution due for DB plans</b> that have a funding shortfall for the preceding plan year. Deadline for a <b>corrective (11-g)</b> amendment to the plan document to cure certain coverage, participation, and non-discrimination requirements on behalf of the 2021 calendar year end.
10/17	<b>Form 5500 Series/8955-SSA</b> – Forms that are on extension are due for the plan year ended December 31, 2021. Pension Benefit Guaranty Corporation (PBGC) premium payment deadline for defined benefit plans.
<b>November</b>	
11/15	Deadline for 401(k) and other participant investment directed retirement plan accounts to provide <b>fee disclosure and benefit statements to participants</b> (45 days after end of the quarter). <b>Summary Annual Report</b> due for defined benefit plans if Form 5500 is on extension. Applies to Form 5500 on automatic extension for S corp., partnership, or multi-member LLC.
<b>December</b>	
12/1	<b>Safe harbor notices</b> due for Section 401(k)/403(b) safe harbor plans.
12/31	Deadline for pension plan's enrolled actuary to calculate a specific funding adequacy calculation <b>Adjusted Funding Target Attainment Percentage (AFTAP)</b> , if a range AFTAP was previously issued. Recommended deadline to <b>draft and execute discretionary amendments</b> to the controlling retirement plan document on behalf of the 2022 calendar plan year. Deadline for certain <b>RMDs</b> for retirement plan participants who attain age 72. Please contact your FuturePlan Consultant. Deadline to make corrective distributions relating to 2021 calendar year failed ADP/ACP tests. Please note, a 10% excise tax may apply to such corrective distributions. Deadline for correcting a prior year ADP/ACP test failure with an Employer Qualified Non-Elective Contribution (QNEC). Deadline for electing to be a safe harbor 401(k) plan for the prior calendar year end, assuming the Plan Sponsor agrees to at least a 4% non-elective safe harbor contribution.