

2021 Retirement Plan Compliance Calendar

Guidance for Defined Contribution and Defined Benefit Plans



2021 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 2021

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
January	
1/1	Start tracking eligibility service of nonunion, long-term, part-time employees.
1/4	Due date for any minimum required contribution that would ordinarily have been due in 2020 (including required quarterly contributions), extended under the CARES Act.
1/15	Minimum funding requirements for defined benefit (DB), money purchase (MPP), and target benefit plan years ended April 30, 2020. Quarterly contribution due for DB plans that have a funding shortfall for the preceding plan year.
1/31	Form 1099-R distribution deadline.
March	
3/1	Form 1099-R regarding retirement plan distributions due to the IRS if filed on paper (March 31 if filed electronically).
3/15	Calendar year 401(k) plans must process corrective distributions for failed nondiscrimination tests to avoid a 10% penalty tax. Certain automatic enrollment plans have until June 30, 2021. Deadline to request waiver of minimum funding standard for defined benefit pension plans and money purchase pension plans for 2020 plan year. Deadline for retroactive plan document amendment to increase pension plan retirement benefits and related employer contributions for 2020 plan year.
3/31	Adjusted Funding Target Attainment Percentage (AFTAP) calculations due for defined benefit plans. Form 1099-R due to IRS if filed electronically.
April	
4/1	Initial required minimum distribution (RMD) for those terminated participants or 5% owners who have attained age 72 or older during 2020.
4/15	Deadline for processing corrective distributions for deferrals that exceed IRC section 402(g) limits.
May	
5/15	Deadline for 401(k) and other participant investment directed retirement plan accounts to provide fee disclosure and benefit statements to participants (45 days after end of the quarter).
5/17	Deadline for C Corporation and individuals to file a tax return or request an automatic extension to October 15.
June	
6/29	Deadline to comply with Employee Stock Ownership Plan (ESOP) related diversification requirements for certain ESOP participants.
July	
7/15	Quarterly contribution due for DB plans that have a funding shortfall for the preceding plan year.
August	
8/2	Form 5500 filing deadline without an extension, or deadline to file Form 5558 for an extended due date of October 15.

Compliance Reminders Continued

Due Date	Action Items
August	
8/15	Deadline for 401(k) and other participant investment directed retirement plan accounts to provide fee disclosure and benefit statements to participants (45 days after end of the quarter).
September	
9/15	Minimum funding contribution due for defined benefit (DB) and money purchase (MPP) pension plans.
9/30	Summary Annual Report due for defined benefit plans unless Form 5500 is on extension.
October	
10/1	Imposition of defined benefit pension plan benefit restrictions if the Adjusted Funding Target Percentage (AFTAP) hasn't been certified for the current calendar plan year. Quarterly contribution due for DB plans that have a funding shortfall for the preceding plan year.
10/15	Form 5500 Series/8955-SSA – Forms that are on extension are due for the plan year ended December 31, 2020. Pension Benefit Guaranty Corporation (PBGC) premium payment deadline for defined benefit plans. Deadline for a corrective (11-g) amendment to the plan document to cure certain coverage, participation, and non-discrimination requirements on behalf of the 2020 calendar year end.
November	
11/15	Deadline for 401(k) and other participant investment directed retirement plan accounts to provide fee disclosure and benefit statements to participants (45 days after end of the quarter). Summary Annual Report due for defined benefit plans if Form 5500 is on extension.
December	
12/1	Safe harbor notices due for Section 401(k)/403(b) safe harbor plans. Extended deadline for distributing Summary Annual Report (SAR) to participants.
12/15	Extended deadline for distributing Summary Annual Report (SAR) to participants.
12/31	Deadline for pension plan's enrolled actuary to calculate a specific funding adequacy calculation Adjusted Funding Target Attainment Percentage (AFTAP) , if a range AFTAP was previously issued. Recommended deadline to draft and execute discretionary amendments to the controlling retirement plan document on behalf of the 2021 calendar plan year. Deadline for certain Required Minimum Distributions (RMDs) for retirement plan participants who attain age 70 ½ (under prior law) in prior years. Please contact your FuturePlan Consultant. Deadline to make corrective distributions relating to 2020 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.