

DBUG, 10/22/2015

## Update on CalSTRS Excess DBS Contributions Refund

- I. Refund Received:
  - a. Deposited to Org 03, 94/9544 and 94/9551
- II. Employer Portion of Refund:
  - a. Per CSAM, because for prior year, the employer portion of the refund needs to be treated as income
  - b. Posted journal CT16-00514 on 10/19/2015 refunding employer portion
    - i. The district's general fund-0000-0-0000-0000-8699-000-0000
    - ii. CalSTRS report with the break down for each district attached to journal
    - iii. Districts can journal to another fund as they see fit
- III. Employee Portion of Refund:
  - a. Staff is currently working on refunding the employee portion through regular payroll over the next 2 months, beginning with November Regular, in time to meet the deadline for hitting 2015 W2s
    - i. Using deduction code STRSR identified as STRS DBS Excess Refund
    - ii. For those employees who are no longer with your district, we will need to use a No-Gross addon
      1. Please **link** the following account code for your district:  
**General Fund-0000-0-1110-1000-1100-000-STRS**
      2. Please note, we will have to create a Pay Cycle for these ex-employees in order to get them refunded.
- IV. Member Notification:
  - a. Members will be provided the net amount of the excess member contributions they earned on their 2015 Retirement Progress Report.
  - b. Additionally, members will be able to view their excess member contributions, broken down by employer, by logging in to their myCalSTRS account

- c. For members in Retirement Status, they will be receiving a letter from CalSTRS alerting them of the Excess Member Contributions, but will not be providing them with a Retirement Progress Report this Fall
  - i. Those individuals may be contacting you:
    - 1. You can use the attachment to CT16-00514 to share with them the net amount.

V. Reminders:

- a. The refunds are very small amounts
- b. If the member had different pay rates at different employers, CalSTRS returns the excess contribution to the employer where the member had the lowest pay rate(s)