

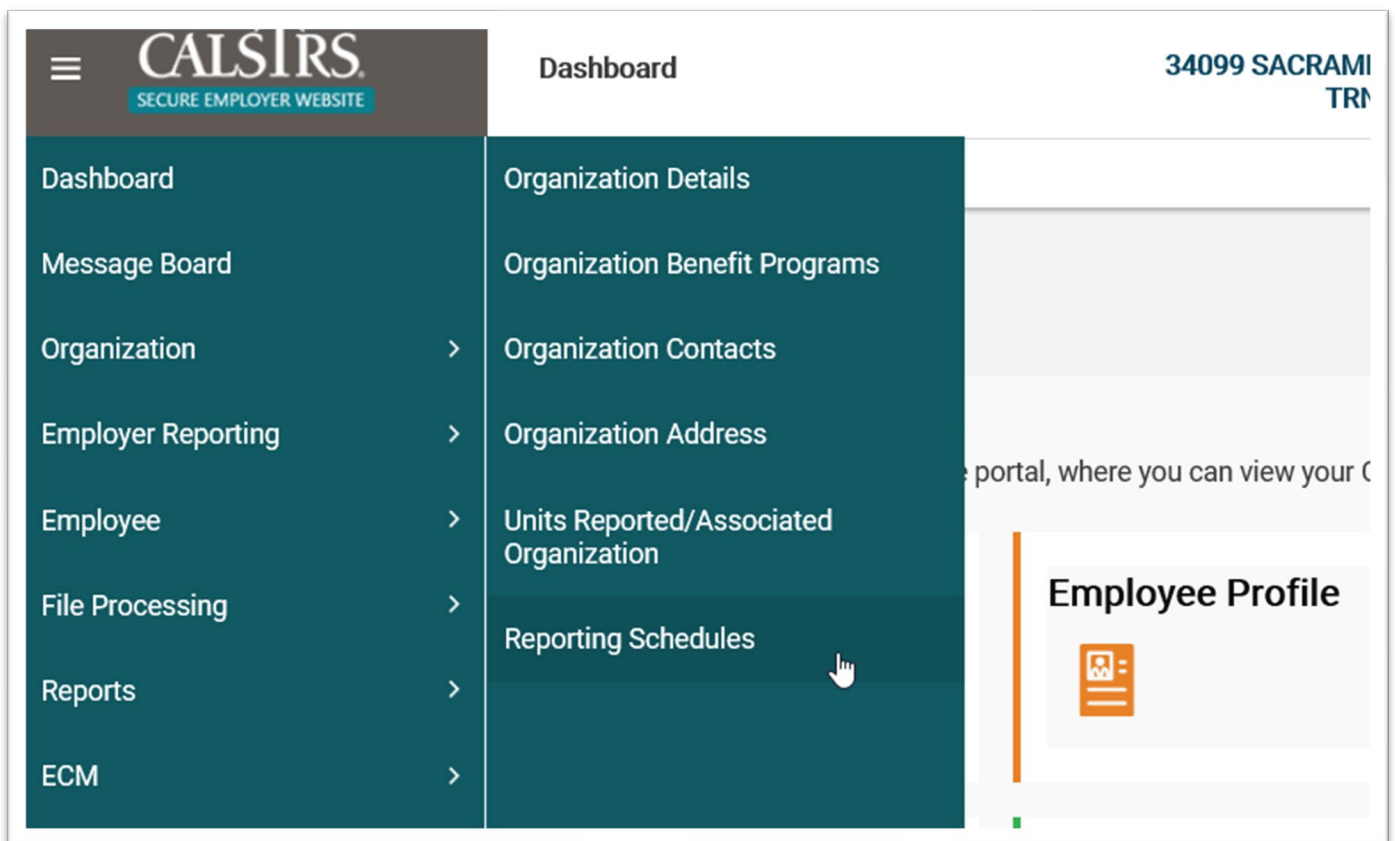
Cash Balance Contribution Rates

This job aid provides step-by-step guidance on adding or editing Cash Balance contribution rates. You must have a Payroll and Employment or Payroll contact type to complete this task.

Revised: 03/09/2021

Step 1:

From the **Global Navigation Menu**, select **Organization** and then, select **Organization Benefit Programs**.



Step 2:

The Organization Benefit Program Maintenance screen displays. In the **Benefit Programs** panel, click the **CalSTRS Cash Balance Benefit Program** link. You must complete this process for Benefit Structure CB Participant and CB Participant PEPRA to update the contribution rates for both benefit structures.

Organization Benefit Program Maintenance 920

42061 SAN

+ Organization Benefit Pr... X ← →

[Record displayed. Please make changes and press SAVE.]

Search for Organization


Search for Organization (Hint: Org Code, Org Name) : ↓ Search

Benefit Programs for 42061-SANTA BARBARA COUNTY OFFICE OF EDUCATION

Benefit Program	Benefit Structure	Benefit Sub-Structure	Status	Start Date	End Date
CalSTRS Defined Benefit	DB 2% at 62	2% @ 62 Regular	Active	01/01/2013	
CalSTRS Defined Benefit	DB 2% at 60	2% @ 60 Regular	Active	07/01/1944	
CalSTRS Cash Balance	CB Participant	Cash Balance Regular	Active	08/01/2000	

Step 3:

Scroll down to the **Contribution Rates** panel and click the **Add CB Contribution Rates** button.



Organization Benefit Program
Maintenance 920

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Benefit Program Details

Benefit Program : CalSTRS Cash Balance	
Benefit Program Start Date : 08/01/2000	Benefit Program End Date :
Benefit Structure : CB Participant	Benefit Sub-Structure : Cash Bala
Reporting Source Code : 42061	Reporting Source Name : SANTA BA


Contribution Rates

[Add CB Contribution Rates](#)

Effective Date ▾	Employee Contribution Rate	Employer Contribution Rate
No records to display.		

Step 4:

The **CB Contribution Rates Maintenance** screen displays. Enter the date and rates into the following required fields: Effective Date, Employee Contribution Rate, and Employer Contribution Rate. For this example, an effective date of 07/01/21 has been set with the employee and employer contribution rate being 4%. The sum of the employee and employer contribution rate must be no less than 8% and the employer contribution rate may be no less than 4%.


SECURE EMPLOYER WEBSITE

CB Contribution Rates Maintenance
920

42061 SANTA BARBARA
TRN1 - 2.0.

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Contribution Rates

Effective Date : 


Employee Contribution Rate : Employer Contribution Rate :

Historical Rates

Effective Date	Employee Contribution Rate	Employer Contribution Rate
No records to display.		


Step 5:

After you have finished entering the required information to create your Cash Balance contribution rate, click the **Save** button.

CB Contribution Rates Maintenance
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Organization Benefit Pr... CB Contribution Rates M...* ← Displaying page 1 of 1. →

Contribution Rates

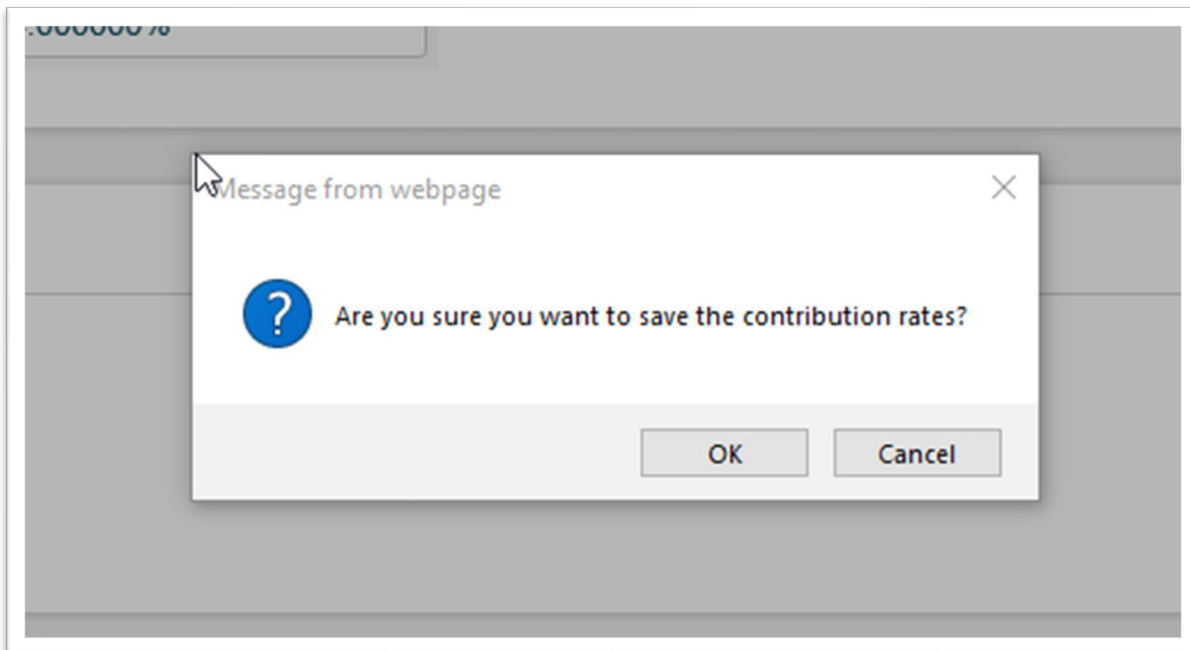
Save
Effective Date : 
Employee Contribution Rate : Employer Contribution Rate :

Historical Rates

Effective Date	Employee Contribution Rate	Employer Contribution Rate
No records to display.		

Step 6:

A pop-up window displays. Click the **OK** button to confirm your contribution rates.



Step 7:

The contribution rate information is successfully saved when a message appears at the top of the page that states “[All changes successfully saved.]” The effective date and contribution rates also display in the Historical Rates panel.

CB Contribution Rates Maintenance
920

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+ Organization Benefit Pr... CB Contribution Rates M... X ← Displaying page 1 of 1. →

[All changes successfully saved.]

Contribution Rates

Save

Effective Date : x

Employee Contribution Rate :

Employer Contribution Rate :

Historical Rates

Effective Date	Employee Contribution Rate	Employer Contribution Rate
07/01/2021	4.000000%	4.000000%