Retirement Simulation Workshop for
NOAA EMPLOYEES

EXECUTIVE SUMMARY
What We Do:

- Deliver specialized financial literacy and retirement education programs to government employees at the entry, mid, senior and retiring levels, addressing the specific requirements and needs of public sector employees.
- Serve as a clearinghouse for government financial literacy and retirement education program best practices.
- Develop a comprehensive database of resources and programs to government benefits officers.
- Standardize retirement financial educational programs across Agencies and Departments.
- Support Federal Government efforts to implement a retirement financial literacy and education strategy for public sector employees.
- Develop effective, computer-based retirement financial literacy and education programs for public sector employees.
- Create a community of knowledgeable government retirement and financial planning experts to assist government agencies and individuals.
- Identify legislation or other appropriate solutions to advance the goal of improved financial literacy and education for government employees.
- Advance “Government Done Right” benefits programs, such as the Thrift Savings Plan, that enhance public service careers.

WE INVEST IN AMERICA’S PUBLIC SERVANTS

A 501(c)(3) non-profit foundation providing financial literacy to public sector employees
The Thrift Savings Plan Open Elections Act of 2004 (Public Law 108-469) requires the Office of Personnel Management (OPM) to develop and implement a retirement financial literacy and education strategy for Federal employees as part of the retirement training offered by OPM under 5 U.S.C. 8350. The implementation of the strategy must educate Federal employees on the need for retirement savings and investment, and must provide information on how to plan for retirement and how to calculate the retirement investment needed to meet their retirement goals. OPM is required to submit a report to the Committee on Governmental Affairs of the Senate and the Committee on Government Reform of the House of Representatives on the strategy no later than June 21, 2005.
ABOUT THIS COURSE

At the request of the United States Department of Commerce-NOAA, the Government Employees Retirement Planning Foundation (GERPF) is delivering to you the following financial literacy training:

- **Classroom training covering 5 topics** (11 action items);
- **Two 45-minute sessions of one-on-one consultations.** This time may be used: for personal questions, to get specific information and, if you choose to do so, to begin developing your Financial Resume. This consultation and the development of the Financial Resume are being provided to you by the Foundation as part of this capstone course;
- **Two training handouts:**
  - A general Financial Action Plan covering the 5 topics (11 action items) of the seminar. Please make notes on each of the 11 action items during the presentation so that you may follow-up in your personal consultations; the Financial Action Plan contains a sample Financial Resume and Action Checklist (showing what a Financial Resume will look like and what you will receive following your consultations);
  - Financial Resume Workbook which has three sections: [Please write your name, mailing address, phone number and a personal e-mail address on the cover page].
    - 5 classroom worksheets;
    - 3 financial planning worksheets
      (to develop the Financial Resume, these forms should be completed by you before coming to your one-on-one meeting. If you wish to take advantage of the personal consultation, please sign up for it during the presentation, complete the Workbook and bring it with you to your consultation, along with:
        - a copy of the most recent Federal Tax Return,
        - a TSP benefits statement,
        - your retirement SBP election form, and
        - Your other financial/ brokerage statements;

Personal Questions list: please write down the questions you have on the form provided (last page of the Financial Resume Workbook). The first consultation is for collecting the completed Workbook and all other supporting documents and to ensure that all necessary data for a complete analysis has been collected. The second consultation is when participants receive a written copy of their fully customized ‘Financial Resume’ and a detailed explanation of the analysis for their case.
ABOUT THIS COURSE

Classroom Presentation


**Topic 1: Pension Maximization**

Annuity Income and FEGLI/Life Insurance:
  Q. What is the best way to fund a survivor annuity? / Life insurance: what kind, how much, how to pay for?

**Topic 2: Investment Maximization**

TSP: After Retirement
  Q. What should I consider in deciding whether to keep it in or take it out?

TSP Allocation: for Employees and Retirees
  Q. How to figure out what to do?

Investment Portfolios
  Q. What kind of portfolio is available and what am I going to confront in the market?

Investment Plan
  Q. After the Great Recession of 2007-2009, what now?

**Topic 3: Income and Taxes**

Income and Taxes: What do I do with my non-equity income (WAE, contract, new job) and should I use a 1099 contract for my new income?
  Q. Is a SEP or DBP right for me?

Income and Taxes: What to do with a lump sum payment for annual leave?
  Q. How to manage the tax consequences of official salary, additional income, plus the lump sum annual leave payment in the same tax year?

Leaving a legacy though an inherited IRA or ROTH IRA:
  Q. How can I maximize the benefits from the unused portion of my retirement assets and minimize the taxation on it, both estate and income, for my beneficiaries, after my spouse/partner and I have passed away?
ABOUT THIS COURSE

**Topic 4: Estate Planning**

Downsizing Strategies – How can I legally avoid paying taxes on the sale of a highly appreciated home or any other asset?

Q. What instruments are available to benefit my estate and enhance my legacy?

**Topic 5: Financial Literacy**

Financial Investment Advisors – Do I Need One?

Q. How do you find and select a Financial Advisor, is it different from finding a doctor or dentist, do you even need a Financial Advisor, is a Financial Advisor a stock broker, what is the difference, what are fees I should look out for, how to have an open and good professional experience?

Developing Your Financial Resume

Q. What do I need to do for the next step?

**Individualized Follow-up Training**

Where financial literacy training programs have consistently failed is in the student’s ability to assimilate voluminous, complex data and then translate that into a personal action plan. The approach taken by the Government Employees Retirement Planning Foundation in this training eliminates the possibility of failure / procrastination by giving each student a financial resume that serves as a basis for comprehension and action. You should walk away from this presentation with a roadmap for your financial future.

**Individual Consultations**

Two one-on-one student meetings, each lasting 45 minutes: You may sign up for a consultation time during or after the presentation. These meetings allow each participant to focus on the Financial Resume they will develop in the direction of issues that are most important to them. The Financial Resume data will be used strictly for the purpose of analysis and is prohibited by privacy law guidelines from being shared or compromised in any manner whatsoever.

All documents will be returned to you.

* Responses to written questions will be delivered during the second private consultation.