

IMPORTANT DETAILS REGARDING

BRI Plan Funding

FUNDING

Our administrative services are designed with flexibility to meet your needs. For simplicity of administration, our recommended option is payroll deduction transfers using a BRI-initiated ACH debit. However, alternative options are available such as Claims Paid Transfers. To closely align with your existing arrangements with Pro-Flex, you will be set up with the Claims Paid option unless you indicate you would like to move to a Payroll Deduction Transfers.

- **Payroll Deduction Transfers (BRI recommended standard):** Through the payroll deduction transfer option, BRI initiates an ACH debit based for the amount of funds expected each payroll. This provides employers with a simplified and predictable schedule for funding accounts.
- **Claims Paid Transfers:** Through the claims paid option, claims and debit card transactions are used to determine the amount of funds needed. BRI would initiate an ACH debit from the client's designated account to cover all claims paid.

HOW IT WORKS

The plan funding process begins with the completion of the "BRI Authorization Agreement for Pre-arranged Payments" form, which is incorporated into your Implementation application process. This form gives BRI the authorization to initiate debit/credit entries in your bank account(s) for the purpose of transferring participant payroll deductions, funds necessary to pay reimbursement claims and/or any pre-funding amounts for Beniversal cards, and/or payment for monthly invoices (pre-tax and/or COBRA service), and/or for the purpose of receiving COBRA premium reimbursements.

FOR PAYROLL DEDUCTION TRANSFERS:

BRI initiates an ACH debit based on the funds expected each payroll. This provides employers with a simplified and predictable schedule of funding. When a reimbursement(s) is paid to a participant, claims are paid through the funds collected and small variances are covered by BRI. If there is consistent under-funding, an additional pre-fund amount may be requested.

FOR CLAIMS-BASED FUNDING:

- When a reimbursement(s) is paid to a participant, BRI will automatically initiate an ACH debit to the bank account designated on the Authorization form in that exact dollar amount.
- Reimbursements can be paid to participants in the form of a paper check, EFT direct deposit, or Beniversal® debit card transaction.
- Detailed reporting of all reimbursements paid can be viewed at any time through the Employer Portal at BenefitResource.com. For security purposes, detailed reimbursement reports are not sent directly via email.
- Because claims are processed on a daily basis, our preferred option is to have those reimbursements debited daily from the company bank account. However, BRI does offer the option to have

reimbursements debited from the company bank account on a weekly basis. Extensions further than weekly (i.e., bi-weekly, monthly, etc.) are not options BRI currently offers.

- All plans that have participants using the Beniversal debit card may require a level of prefunding to cover daily card transactions. This prefunding amount is based on a percentage of the total annual elections for Beniversal cardholders.
- Checks are not accepted for plan funding – ACH transactions only.

REIMBURSEMENT FUNDING EXAMPLES

FOR DAILY REIMBURSEMENT FUNDING:

DAY 1	DAY 2	DAY 3
\$300 total participant reimbursements are paid	BRI initiates an ACH debit of \$300 to company bank account	Client will see a bank account debit labeled "BRI" for \$300

FOR WEEKLY REIMBURSEMENT FUNDING (DEBITS ARE INITIATED WEEKLY ON THURSDAYS):

DAYS 1-2	DAYS 3-4	DAYS 5-7
\$400 total participant reimbursements are paid	No activity (weekend days)	\$600 total participant reimbursements are paid

DAY 8	DAY 9
BRI initiates an ACH debit of \$1,000 to company bank account	Client will see a bank account debit labeled "BRI" for \$1,000

BENEFITS OF BRI PLAN FUNDING OPTIONS

There are many benefits to the different BRI plan funding options, including:

- **No Delay in Claims Processing.** Eligible claim reimbursements will automatically be processed and paid to participants within 5 business days of receipt. Claims are processed and paid out daily.
- **Automated funding transactions.** There is no work required on your end to approve claim reimbursement payments and no need to remember to fund those reimbursements, it all happens automatically.
- **Plan Reconciliations.** At the conclusion of the Plan Year and run-out period you will receive a full reconciliation of all plan activity and payments made for the Plan Year.