Employee Benefits Corporation

# Lifestyle Spending Account

**Offer employees flexible after-tax funds to support life's everyday needs.**

Lifestyle spending accounts (LSAs) allow you to build an account to fund your employees' everyday needs without the burden of managing additional reimbursements. Your employees are unique; give them the choice to use after-tax funds on expenses that aren't covered by traditional benefits. With an LSA, you create the program parameters by defining how much employees will receive and what the funds can be used for, and we'll handle the rest. Employers retain any unused funds, which helps ensure budget dollars are optimized.

## 1. Choose the Plan Design

The first step to designing your LSA is to choose the overall account design.

### Defined Benefit

- Employer defines LSA benefit amount and eligible expense categories
- Employee submits claims to be reimbursed for eligible out-of-pocket expenses

### Earned Benefit

- Employer defines program criteria and eligible expense categories
- Employee meets program requirements* and earns rewards for their LSA
- Employee submits claims to be reimbursed for eligible out-of-pocket expenses

**Program requirements are defined, managed, and tracked by the employer or direct partners of the employer.*

## 2. Pick your Expense Categories

Next, define the type of expenses you would like to fund.

**Fitness**
Gym memberships, athletic gear, exercise equipment

**Convenience Services**
Grocery delivery, food delivery, dry cleaning

**Work from Home Expenses**
Home office equipment, office supplies, internet bill

**Financial Services**
Financial planning, budgetary education classes

**Professional Development**
Continuing education courses, conferences

**Care Services**
Adult and child care related expenses

**Return to Office Incentives**
Gas, meals, auto maintenance

**Pet Care**
Day care, grooming, insurance

**Work Uniforms or Equipment**

## 3. Define Plan Features

After deciding which Plan Design option works best for you and choosing your Expense Categories, we will help you define the other features of your lifestyle spending account program.

- 12 month plan year
- Multiple coverage level options
- Runout options
- Multiple funding options*
- ACH and Check reimbursements
- Mobile and online account access

**Available funding options are dependent on chosen plan design.*

## Technology Features

Employer administration is available 24/7 through our employer online accounts. Employers can access all account information from one location, making it easy to view and reconcile invoices, access participant details, and reporting.

Participants can access and manage their benefits anytime online or through our mobile app, EBCentral®. Claims submitted through the online account or mobile app are processed within 2 business days and electronically deposited in the participant's bank account when direct deposit is set up.

## Data Integration

Employee Benefits Corporation will work with you to establish an electronic file feed to enroll your employees in their lifestyle spending accounts.

Contact Us www.ebcflex.com (800) 346-2126 sales@ebcflex.com |
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