

# 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 is reimbursed for eligible out-of-pocket expenses online

### Earned Benefit

- Employer defines program criteria and eligible expense categories
- Employee meets program requirements\* and earns rewards for their LSA
- Employee is reimbursed for eligible out-of-pocket expenses online

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



## 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
- Online account access

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



## 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

### Online Account Access

Employers and employees have online account access similar to what is currently available for other product(s) administered by Employee Benefits Corporation. This allows for a streamlined experience to access all accounts in one convenient location.

- **Employer online account** | Managing all of your accounts from one location makes it easy to view and reconcile invoices, access participant details, and access reporting.
- **Participant online account** | Provide your employees 24/7 access to account balance and activity using their online account.

### Data Integration

Employee Benefits Corporation will work with you to establish an electronic file feed to enroll your employees in their Lifestyle Spending Accounts.

In the states of Arizona, California, Florida, Kentucky, Massachusetts, Montana, North Carolina, Nebraska, New York, Ohio, Rhode Island, Tennessee, Virginia, and Washington, Employee Benefits Corporation is registered under the "doing business as" (DBA) name EBC Benefits Administration Corporation. In the state of New Hampshire, Employee Benefits Corporation is registered under the DBA name Employee Benefits Administrators of WI. In the state of Vermont, Employee Benefits Corporation is registered under the DBA name EBC Benefits Administration.