

## EIF fact sheet

### Top 10 things to understand before applying

#### 1. Application period

There will be two phases in the application period.

**Phase 1:** Employers with an unfunded actuarial liability (UAL) of greater than 200% of combined valuation payroll ([view the list here](#)) may apply starting April 1, 2025. This application period will close on June 30, 2025.

**Phase 2:** All other employers may apply starting July 1, 2025, if funds from phase 1 remain. Employers will be informed of the status of the upcoming application phase and the estimated amount of remaining funds in mid-June.

PERS Actuarial Activities Section will email the application link to phase 1 employers on April 1 at 10:00 a.m. Pacific. Phase 2 employers will receive the same link on July 1. The application is in a secure, survey format that is accessible from any browser and computer system.

#### 2. Application questions

On the application, you will provide information about your organization, your side-account deposit, and proof that you are participating in the [Unfunded Actuarial Liability Resolution Program \(UALRP\)](#) — a requirement for receiving EIF matching funds. Find details about the information needed for the application in the [application instructions \(PDF\) document](#).

#### 3. Application approval process

By law, PERS approves applications in the order they are received. Once you complete your application and click Submit, your application arrives in the Actuarial Services' inbox marked with the exact date and time. If your application is clear and accurate, your request for funds is recorded. If your application has incorrect information, your approval may be delayed.

#### 4. Employer criteria for EIF participation

To participate in the EIF, the employer must:

- Have no transition liability. Learn more in the [application instructions \(PDF\) document](#) item 8.
- Research other ways to reduce their contribution rate by participating in the [Unfunded Actuarial Liability Resolution Program \(UALRP\)](#).
- Use the Employer Rate Projection Tool to show the effect of their deposit + EIF match on their future contribution rate.

#### 5. Side-account deposit criteria

To qualify for matching funds, the employer's side account deposit must be:

- At least \$25,000 (this qualifies for the minimum match amount of \$6,250).
- Sourced from cash, not borrowed funds.

**Note:** Resulting match is limited to either \$300,000 or 5% of the employer's unfunded actuarial liability (UAL), whichever is greater. To maximize the match for smaller organizations, employers who have a UAL of less than \$6 million can get a match of up to \$300,000 (5% of \$6 million). Employers who have a UAL of \$6 million or more can get a match of up to 5% of their UAL.

\*The dollar amount of your organization's UAL is called "net unfunded pension actuarial accrued liability." This is a line item in the Executive Summary section of your actuarial valuation report. See the image on page 5 of the [2025 application instructions](#) for an example.

#### 6. Deadline for making your deposit and consequence of missing the deadline

You have until March 31, 2026, to pay your deposit. If you miss that deadline, you forfeit your match.

#### 7. Fees for choosing a specific rate-offset date

It costs \$1,000 to receive an actuarial calculation for one specific rate offset date for one lump-sum payment. Additional calculations are \$250 each: for example, more rate-offset dates, more lump-sum payments, or your transition liability payoff amount (State and Local Government Rate Pool (SLGRP) only).

If you do not choose a specific date to receive your rate offset, you do not pay the \$1,000 charge for an actuarial calculation of your side account. Your rate offset will be calculated based on the actuarial valuation for the year in which you make your payment. The rate offset will be effective July 1 following the publication of that valuation. For example, if an employer makes a payment December 1, 2025, the actuarial valuation for 2025 is published in 2026, and the rate offset would be effective July 1, 2027.

## **8. Other fees associated with side accounts**

In the first year of a new side account, a \$1,500 administrative fee is deducted to cover the cost of PERS staff setting up the account. Each year thereafter, the administrative fee is \$500, which is deducted automatically from your side account.

## **9. Waitlist for EIF cycle two**

There will not be a formal waitlist process for this cycle of the EIF program. However, in case an approved employer fails to make their deposit on time or reduces their deposit, PERS Actuarial Activities Section will offer those unallocated funds to the next employer or employers on the applicants list.

## **10. Future EIF cycles**

The EIF program is scheduled to remain active until 2042. As long as the EIF continues to receive income, PERS will periodically open new application cycles. PERS Actuarial Activities Section cannot predict when the next cycle might occur; however, we will keep employers informed if it appears cycle three will be possible.

Return to the [Employer Incentive Fund webpage](#).