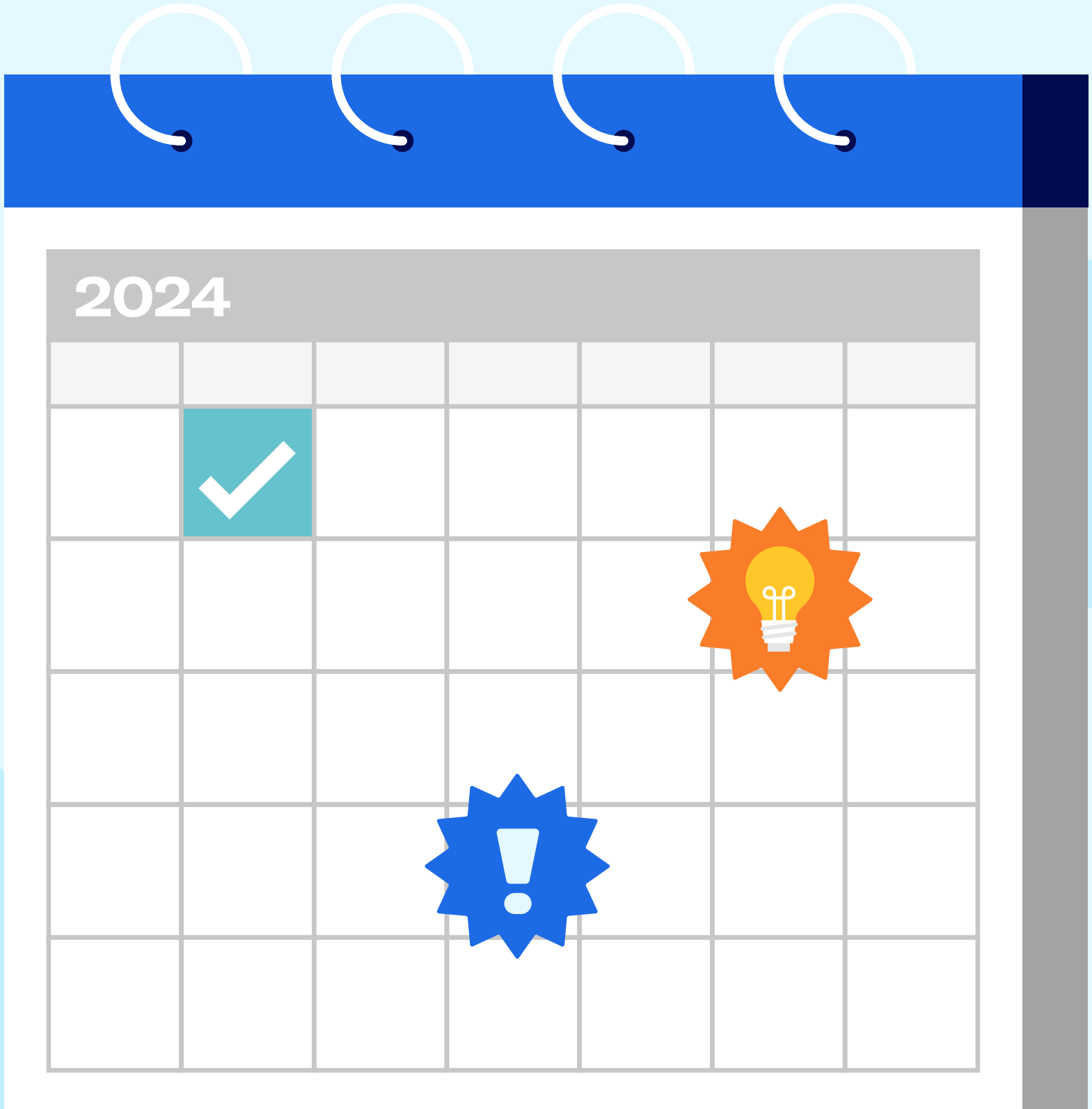


Plan like a pro in 2024

You’ve got a lot on your plate. Let us help you stay on top of things with a guide to key HR dates, compliance deadlines, and initiatives for the year ahead. Pro tip: Bookmark or print the calendar for easy reference!

Plus, check out the four financial wellness trends—located on the last page of your guide—that we’re predicting will make waves in 2024.





January

Jan 1, 2024	New Year's Day
Jan 13, 2024	<div>BETTERMENT 401(K) PLANS</div> <div>Key Betterment milestone</div> <div>Betterment loads prior year census template and compliance questionnaire to Compliance Hub.</div>
Jan 15, 2024	Martin Luther King Jr. Day
Jan 31, 2024	<div>EMPLOYER DEADLINE</div> <div>Send Form W-2 to employees.</div>
Jan 31, 2024	<div>EMPLOYER DEADLINE</div> <div>Submit Form W-2 to the Social Security Administration.</div>
Jan 31, 2024	<div>EMPLOYER DEADLINE</div> <div>IRS Forms 1099-R available to participants.</div>
Jan 31, 2024	<div>EMPLOYER DEADLINE</div> <div>Send Form 1099-NEC to both the IRS and employees.</div>
Jan 31, 2024	<div>BETTERMENT 401(K) PLANS</div> <div>Key Betterment milestone</div> <div>Deadline for plan sponsors to submit prior year census data and compliance questionnaire to Betterment.</div>
Jan 31, 2024 and Feb 10, 2024	<div>401(k) provider</div> <div>Annual Return of Withheld Federal Income Tax (Form 945) due.</div> <div>For 2023, file Form 945 by January 31, 2024.</div> <div>However, if you made deposits on time, in full payment of the taxes for the year, you may file Form 945 by February 10, 2024</div>

February

Feb 1, 2024	Start of Black History Month
Feb 1, 2024	<div>EMPLOYER DEADLINE</div> <div>Post the prior year's OSHA Summary of Illness and Injuries in the workplace between February 1 and March 2, 2023.</div>
Feb 10, 2024	Chinese New Year
Feb 14, 2024	Valentine's Day
Feb 14, 2024	Ash Wednesday
Feb 14, 2024	<div>EMPLOYER DEADLINE</div> <div>Deadline to send quarterly participant statements for current 401(k) plan year (typically sent within a few days of quarter end).</div>
Feb 19, 2024	President's Day
Feb 28, 2024	<div>Applicable Large Employers (ALE)</div> <div>Submit Forms 1094-C and 1095-C to the IRS (paper filing). If you intend to e-file your forms, the deadline is March 31, 2024.</div>
Feb 28, 2024	<div>Self-insured companies that are not considered to be an Applicable Large Employer (ALE)</div> <div>Submit Forms 1094-B and 1095-B to the IRS (paper filing). If you intend to e-file your forms, the deadline is March 31, 2024. Form 1095-B must be filed electronically if the reporting entity is required to file 250 or more returns.</div>



March

Mar 1, 2024	Start of Women’s History Month
Mar 1, 2024	National Employee Appreciation Day
Mar 1, 2024	Companies that participate in a Multiple Employer Welfare Arrangement (MEWA) Submit your Form M-1 to the IRS.
Mar 2, 2024	Applicable Large Employers (ALE) Send Forms 1095-C to employees.
Mar 2, 2023	Self-insured companies that are not considered to be an Applicable Large Employer (ALE) Send Forms 1095-B to employees.
Mar 2, 2024	Companies with 250 or more employees in an industry covered by the recordkeeping regulation (or 20-249 employees in high risk industries) E-file your OSHA Summary of Illness and Injuries for 2023.
Mar 8, 2024	International Women’s Day
Mar 10, 2024	Daylight Savings Time begins.
Mar 15, 2024	401(k) provider & employers Deadline for refunds to participants for failed ADP/ACP tests(s). Plan Sponsor to approve corrective action by this date. Failure to meet this deadline could result in a 10% tax penalty.

Mar 15, 2024	EMPLOYER DEADLINE Employer contributions (e.g., profit sharing, match, Safe Harbor) due for deductibility for S-Corps and LLCs taxed as Partnerships.
Mar 15, 2024	EMPLOYER DEADLINE Deadline for S-Corps and Partnerships to establish a traditional (non-Safe Harbor) plan for the prior tax year unless the tax deadline is extended.
Mar 17, 2023	St. Patrick’s Day
Mar 31, 2024	Companies with 100+ employees Submit your EEO-1 report.
Mar 31, 2024	Easter
Mar 31, 2024	EMPLOYER DEADLINE Deadline to file Form 1099s electronically.



April

Apr 1, 2024	April Fool’s Day
Apr 1, 2024	EDUCATION OPPORTUNITY Financial Literacy Month Begins
Apr 1, 2024	Companies in Maine with 5+ employees Deadline to comply with Maine’s retirement plan mandate.
April 1, 2024	EMPLOYER DEADLINE Deadline to confirm that Initial Required Minimum Distributions (RMDs) were taken by participants who turned 73 before previous year-end, are retired/terminated and have a balance.
Apr 7, 2024	EDUCATION OPPORTUNITY World Health Day
Apr 9, 2024	BETTERMENT 401(K) PLANS Key Betterment milestone Deadline for Plan Sponsors to report employees who participated in multiple plans that have excess deferrals (402(g) excess) to Betterment.
Apr 9-10, 2024	Eid al-Fitr
Apr 15, 2024	Tax Day
April 15, 2024	EMPLOYER DEADLINE Employer contributions (e.g., profit sharing, match, Safe Harbor) due for deductibility for C-Corps, LLCs taxed as C-Corps, sole proprietorships.

Apr 15, 2024	EMPLOYER DEADLINE Deadline for C-Corps and Sole Props to establish a traditional (non-SH) plan for the prior tax year unless the tax deadline is extended.
Apr 15, 2024	401(k) provider Deadline to complete corrective distributions for 402(g) excess deferrals.
Apr 22, 2024	Passover begins
Apr 22, 2024	Earth Day
Apr 30, 2024	EMPLOYER DEADLINE Form 941 due (Employer’s Quarterly Federal Tax Return).

May

May 1, 2024	May Day
May 5, 2024	Cinco de Mayo
May 12, 2024	Mother’s Day
May 15, 2024	Non-profit companies Non-profit tax returns due.
May 15, 2024	EMPLOYER DEADLINE Deadline to send quarterly participant statements for current 401(k) plan year (typically sent within a few days of quarter end).
May 27, 2024	Memorial Day



June

June 14, 2024	Flag Day
June 16, 2024	Father’s Day
June 16, 2024	Eid al-Adha
June 19, 2024	Juneteenth
June 30, 2024	401(k) provider Deadline for EACA plan refunds to participants for failed ADP/ACP tests(s). Failure to meet this deadline could result in a 10% tax penalty for plan sponsors.

July

Jul 1, 2024	Mid-Year Benefits Review: remind employees to take advantage of any eligible voluntary benefits.
Jul 4, 2024	Independence Day
Jul 28, 2024	National Parents’ Day
Jul 31, 2024	EMPLOYER DEADLINE Deadline to distribute Summary of Material Modifications (SMM) to participants (only if plan was amended).
July 31, 2024	Self-insured companies Submit the PCORI fee to the IRS.
Jul 31, 2024	401(k) provider & employers Deadline to electronically submit Form 5500 (and third-party audit if applicable) OR request an extension (Form 5558). Betterment to prepare Forms. Plan Sponsor required to file electronically.
July 31, 2024	EMPLOYER DEADLINE Form 941 due (Employer Quarterly Federal Tax Return).



August

401(k) provider

Aug 1, 224

BETTERMENT 401(K) PLANS

Key Betterment milestone

For new plans only: Deadline to sign with Betterment to establish a new Safe Harbor 401(k) plan for 2025. Deferrals must be started by October 1, 2024.

Aug 14, 2024

EDUCATION OPPORTUNITY

National Financial Awareness Day

Aug 14, 2023

401(k) provider

Deadline to send quarterly participant statements for current 401(k) plan year (typically sent within a few days of quarter end).

September

Sep 2,2024

Labor Day

Sept 6, 2024

EDUCATION OPPORTUNITY

National 401(k) Day

Sept 15, 2024

EMPLOYER DEADLINE

Deadline for S-Corps and Partnerships to establish traditional (non-SH) plan for the prior tax year if tax deadline extended.

Sep 30, 2024

EMPLOYER DEADLINE

Deadline to distribute Summary Annual Report (SAR) to participants and beneficiaries (unless Form 5500 extension filed; deadline to distribute will be December 15).



October

Oct 1, 2024	EDUCATION OPPORTUNITY Start of National Disability Employment Awareness Month
Oct 1, 2024	EMPLOYER DEADLINE Deadline to establish a new Safe Harbor 401(k) plan. The plan must have deferrals for at least 3 months to be Safe Harbor for this plan year.
Oct 2, 2024	Rosh Hashanah begins
Oct 4, 2024	Rosh Hashanah ends
Oct 10, 2024	EDUCATION OPPORTUNITY World Mental Health Day
Oct 11, 2024	Yom Kippur begins
Oct 12, 2024	Yom Kippur ends
Oct 14, 2024	Columbus Day/Indigenous Peoples' Day
Oct 15, 2024	EMPLOYER DEADLINE Deadline for C-Corps and Sole Props to establish traditional (non-SH) plan for the prior tax year if tax deadline extended.
Oct 15, 2024	Companies that offer prescription drug coverage to Medicare-eligible employees Notify Medicare-eligible enrollees of creditable coverage for prescription drugs.
Oct 20, 2024	EDUCATION OPPORTUNITY National Retirement Security Week
Oct 15, 2024	EMPLOYER DEADLINE Deadline to electronically submit Form 5500 (and third-party audit if applicable) if granted a Form 5558 extension. Betterment to prepare Forms. Plan Sponsor required to file electronically.

Oct 31, 2024	Halloween
Oct 31, 2024	EMPLOYER DEADLINE Form 941 due (Employer's Quarterly Federal Tax Return)

November

Nov 1, 2024	EMPLOYER DEADLINE Deadline to request an amendment to make the traditional plan a 3% Safe Harbor non-elective plan for the 2024 plan year. Amendment must be executed and sent by December 1, 2024.
Nov 1, 2024	EMPLOYER DEADLINE Deadline to request an amendment to make a traditional plan a Safe Harbor match plan for the 2024 plan year. Amendment must be executed and sent by December 1, 2024.
Nov 5, 2024	Daylight Savings Time ends
Nov 11, 2024	Veterans Day (observed)
Nov 14, 2024	401(k) provider Deadline to send quarterly participant statements for current 401(k) plan year (though typically sent within a few days of quarter end).
Nov 28, 2024	Thanksgiving
Nov 30, 2024	Small Business Saturday



December

Dec 1, 2024	401(k) provider and plan sponsors 2025 Annual Notices (listed below) prepared by Betterment and sent to Plan Sponsor. Plan Sponsor to Disseminate paper copies if required.
Dec 1, 2024	EMPLOYER DEADLINE If applicable, deadline to distribute to participants for 2025 plan year: <ul style="list-style-type: none">• Safe Harbor notice• Qualified default investment alternative (QDIA) notice• Automatic enrollment notice
Dec 1, 2024	EMPLOYER DEADLINE Deadline to execute and send amendment to make traditional plan a 3% Safe Harbor nonelective plan for the 2024 plan year.
Dec 1, 2024	EMPLOYER DEADLINE Deadline to execute and send amendment to make a traditional plan a Safe Harbor match plan for the 2024 plan year.
Dec 3, 2024	Giving Tuesday
Dec 15, 2024	EMPLOYER DEADLINE Deadline to distribute Summary Annual Report (SAR) to participants, if granted a Form 5558 extension.
Dec 24, 2024	Christmas Eve
Dec 25, 2024	Christmas
Dec 25, 2024	First day of Hanukkah
Dec 26, 2024	Kwanzaa
Dec 31, 2024	New Year's Eve

Dec 31, 2024	EMPLOYER DEADLINE Deadline to distribute ADP/ACP refunds for the prior year; a 10% excise will apply. Deadline to fund a QNEC for plans that failed ADP/ACP compliance testing.
Dec 31, 2024	EMPLOYER DEADLINE Deadline to execute amendment to make traditional plan a 4% Safe Harbor nonelective plan for the 2023 plan year.
Dec 31, 2024	EMPLOYER DEADLINE Deadline to make Safe Harbor and other employer contributions for 2023 plan year.
Dec 31, 2024	EMPLOYER DEADLINE Deadline for Annual Required Minimum Distributions (RMDs).
Dec 31, 2024	Post required workplace notices in conspicuous locations.



Financial wellness trends for 2024

From quiet quitting to rage applying, we saw a lot of headlines trying to make sense of what was happening in 2023. After all, trends fluctuate, but—ideally—your employees stay the course.

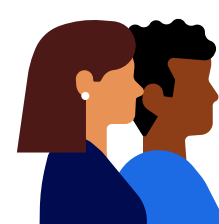
Providing financial wellness benefits that support your employees' current and long-term needs is an effective way to [show your employees that you value them and their work](#). Our financial experts have identified four ways to promote financial wellness to help you support your employees, and your bottom line.



Paying off student loans

[86%](#) of employees say they'd stay at their job for at least five years if their company offered student loan management, according to a Betterment survey. By helping employees manage their student loans, you could help combat turnover.

[Learn more](#)



Supporting your employees' diverse financial needs

Your employees' financial situations and anxieties are not one-size-fits-all, and neither should be your benefits strategy. Supporting each of their unique needs should be a key pillar of your corporate DEI and wellness strategies.

[Download the playbook to learn more](#)



Staying on top of on legislation

The government is paying attention to employees' financial demands, and employers should too. The CARES Act paved the way for greater adoption of student loan repayment benefits, and SECURE Act 2.0 looks to improve retirement security for thousands of Americans.

[Check out the SECURE 2.0 checklist](#)



Creating an integrated financial picture

The demand to view finances in an all-in-one dashboard is rising among employers. Why? Because when employees can see a full financial picture (such as having their retirement plans alongside their student loans), they are in a better position to make their benefits work for them.

[Learn more](#)



Ready to offer the 401(k) and financial benefits your employees want? [Get started today.](#)

While the information provided about SECURE 2.0 is accurate based on Betterment's current understanding and analysis, the details described in Betterment's content are subject to change based on additional regulatory guidance. Betterment content should not be considered legal or tax advice.

This content from Betterment LLC and Betterment for Business LLC (d/b/a Betterment at Work) is not intended as a recommendation, offer or solicitation for the purchase or sale of any security or investment strategy. The information contained is intended for educational purposes only and is not meant to constitute investment or tax advice. Advisory services provided by Betterment LLC, an SEC-registered investment adviser. Brokerage services provided to clients of Betterment LLC by Betterment Securities, an SEC-registered broker-dealer and member of FINRA/SIPC. 401(k) plan administration services provided by Betterment for Business LLC. Investments in securities: Not FDIC Insured • No Bank Guarantee • May Lose Value. Investing in securities involves risks, and there is always the potential of losing money when you invest in securities. © Betterment. All rights reserved.