



**CLUB
MANAGEMENT
ASSOCIATION
OF AMERICA**

CMAA National 401(k) Plan Overview of Plan Design Functions

- **Plan Design – Fiduciary Responsibility**
 - Employee Retirement Income Security Act (ERISA)
 - Department of Labor (DOL)
 - 3(38) Advisor - Monitoring
 - Fund Selection
 - Document Production
 - Investment Policy Statement (IPS)
 - Fee Reasonableness
 - Audit Readiness
 - Retirement Committee
- **Plan Design – Service Providers**
 - Plan Sponsor
 - Advisor
 - Record-keepers
 - Third Party Administrator/Bundled
 - Money Manager
 - Brokerage Accounts
 - Service Agreements
- **Plan Design – People**
 - Education
 - Website
 - Statements
 - Help desk
 - Measurables
 - Advisor Response
 - Risk Tolerance

