

The STRS Advance program provides you with the ability to create reports and a submission file. The reports should be used for verification purposes before the submission file is created. The reports can be created multiple times before the file is created.

Three reports can be generated. The first report called **Advance Fiscal To Year Date Report** this is the complete fiscal year-end report for all STRS employees, including all advanced employees. The second report is the **Advanced Positions Report**. This lists all advanced jobs for the districts.. The third report, **Non-Advanced Position Report** includes all jobs that will not be advanced.

The only field that is non modifiable during STRS Advance, is the **STRS Advance Flag** on the **Compensation**. All other fields are modifiable during Advance.

Generating the **STRS Advance Submission File** will actually flag the appropriate compensations as advanced jobs. The compensation

records will remain in "advance mode" until the last payment in contract has been paid. At that time, the compensation advance flag is turned off and the compensation is no longer considered in "advance mode". It also sets the **STRS Advance Configuration** field under **SYSTEM/CONFIGURATION** option.

Payrolls with July or later pay dates in the new fiscal year cannot be processed unless STRS Advance has been completed. An error will be given if trying to Initialize the first pay in July: ******RUNNING A PAYROLL IN JULY BEFORE RUNNING STRS ADVANCE ******

After generating the **STRS Advance Submission File**, the file is created and is called **STRSADYY06.TXT** (YY = year). The file is then submitted to STRS using the '**Submit Uploaded File to STRS**' on the **STRS Advance Report** option.

****Do not forget if there is third party data that needs to be included in the submission file that should be merged with the district file before submission.

Adjustments may need to be made on Compensation record if an employee is to be advanced and is not appearing on the STRS Advance report.

- › 1) Work days equal days worked
- › 2) Amount remaining to pay greater than zero
- › 3) Pays greater than pays paid

Will have an accrued contribution amount calculated for them. This accrued (advance) contribution amount will be the amount of earnings not yet paid times the employee's STRS withholding rate.

Reminder the annual submission file is due by the first Friday in August which is August 5th this year.

Remind districts that the annual report, once submitted to STRS can be found under the employer reports section in ESS (Employer Self Service) . This will show all payroll files, service credit reports, annual reports, etc.

STRS Advance Balancing

Report Totals

Non-taxed Earnings:	\$3,949,632.55	Non-taxed Deposit/Pick up:	\$537,631.53
Non-taxed Advanced Amount:	\$15,200.31	Non-taxed Total:	\$552,831.84
Taxed Earnings:	\$0.00	Taxed Deposit/Pick up:	\$0.00
Taxed Advanced Amount:	\$0.00	Taxed Total:	\$0.00
Taxed + Non-taxed:	\$552,831.84		
Amount Advanced:	\$15,200.31	Retiree Amount Advanced:	\$875.10
Regular Employee Count:	93	Rehired Retiree Count:	5
Regular Contributions:	\$0.00	Retiree Contributions:	\$0.00
Regular Pickup:	\$526,246.14	Retiree Pickup:	\$26,585.70
Total Warnings:	0		
Total Errors:	0		

Non-taxed Earnings is the total STRS applicable gross for the Fiscal Year. It does include the amount remaining on contract (compensation obligation – paid – docked). Non-taxed Earnings is the total for employees who have a STRS annuity or Employer STRS withheld.

Non-taxed Advanced Amount is the contributions that will be paid over the summer months for employees who have a STRS annuity or Employer STRS PU withheld.

If district withhold Employee contributions using the 450-Taxed Earnings is the total STRS applicable gross for the Fiscal Year. It does include the amount remaining on contract (compensation obligation – paid – docked). Taxed Earnings is the total for employees who have an employee amount withheld on their STRS item (non annuity).

450-Taxed Advanced Amount is the contributions that will be paid over the summer months for employees who have an employee amount withheld on their STRS item (non annuity).

Taxed + Non-taxed is the Non-taxed Total (Non-taxed Advanced Amount (15200.31) + Non-taxed Deposit/Pick up (537631.53) from the report totals plus the Taxed Total if applicable (Taxed Advanced Amount + Taxed Deposit/Pick up) from the report totals will equal your Non Taxed Total.

Amount Advanced is the amount that will be paid toward the advance over the summer months. It is the total of Non-taxed Advanced Amount and Taxed Advanced Amount if applicable.

Regular Employee Count

Regular Employee Count is a count of employees on the report who are not rehired retirees. A mid year retiree will count as both a regular employee and a rehired retiree.

Regular Contributions

Regular Employee Contribution is the total employee amount withheld on STRS items (450-non annuity). Does not include rehired retiree amounts. This amount also includes total taxed advanced amount.

Regular Pickup is the total employee amount withheld on STRS annuity items 591 plus total amount withheld for 691 Employer STRS items. Does **not** include rehired retiree amounts. This total also includes total non-taxed advanced amount.

Non-taxed Deposit/Pick up is the amount contributed to date for FY 22. It is the **total** employee amount withheld on STRS annuity items plus total amount withheld for Employer STRS items.

Non-taxed Total is the **total** of FY 22 contributions to date + advanced contributions for current Fiscal Year. Non-taxed Total is the total of Non-taxed Deposit/Pick up plus Non-taxed Advanced Amount.

Taxed Deposit /Pickup is the amount contributed to date for FY 22. Taxed Deposit/Pick up is the total employee amount withheld on STRS items (non annuity).

Taxed Total is the **total** of FY 22 contributions to date + advanced contributions for Current Fiscal Year. Taxed Total is the total of Taxed Deposit/Pick up plus Taxed Advanced Amount.

Retiree Advanced Amount Retiree Advanced Amount is the total advanced amount for employees who are rehired retirees.

Rehired Retiree Count Rehired Retiree Count is a count of employees on the report who are rehired retirees. Reminder--A mid year retiree will count as both a regular employee and a rehired retiree.

Retiree Contributions Retiree Contribution is the total employee amount withheld on STRS items (450-non annuity) for rehired retirees. This amount also includes taxed advanced amount for rehired retirees.

Retiree Pickup Retiree Pickup is the total employee amount withheld on STRS 591-annuity items plus total amount withheld for Employer STRS items 691 for rehired retirees. This total also includes non-taxed advanced amount for rehired retirees.

The taxed + non taxed deposit pickup amount (Sample-552831.84) - Advance Amount (Sample-15200.31) which is the amount that will be paid over the summer = Current Non-Taxed Deposit Pickup to STRS for Fiscal Year.

To find advance amounts that were paid last summer go to Reports/STRS Reporting/Check STRS Advance Report. Enter in the start date and stop dates for last summer's advance dates. (Ex. 7/1/21

– 8/25/21) This will give you a total dollar amount for contributions withheld over the summer.

OR

Archive reports Payroll Item Detail Report will contain the STRS Advancement amount paid for each payroll over the summer months while in Advance.

To get total payables paid for STRS for the Fiscal Year go to Payments/Payee/Payee Payment Checks or Payee Electronic Transfers and filter on Payee Name/Name on Payment (STRS) and STRS filter date 7/1/21..6/30/22. Make sure Amount is on the grid. Create a report This will give you a total for the fiscal year paid to STRS.

Go to Reports/Employer Distributions or Employer Retirement filter dates 7/1/21..6/30/22. The report will give you a total for the fiscal year paid to STRS.

You would take the Non Tax Deposit Pickup--53,7631.53 + Check STRS Advance Report Amount + Employer Contributions=Total FYTD STRS payments

Should match report totals processed from 7/1/21 to 6/30/22 Payments grid and Employer Distribution.

OR

Take 7/1/21 to 6/30/22 totals from Payments/Payee Report to STRS + Employer Distribution (691) minus Check Advance totals from last summer=Non Tax Deposit Pickup amount.