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November 27, 1995

**INSIDE EXTRA
SPECIAL EDITION****AN IMPORTANT INVITATION TO TEAM AICPA****Editor's Note**

This is a special edition of Inside AICPA. This publication will appear regularly in its new four-page format semi-monthly, and, on occasion, when there is something that urgently needs to be brought to the attention of Team AICPA, a special edition of this publication will appear in this format.

Invitational Issue

This issue of Inside is an invitation to meetings about two important benefits programs: The Institute's 401(k) plan and the new flexible spending account program. For team members in the Washington Office, it includes a notice of an additional important meeting regarding the availability of a new health insurance option. Each of these meetings will provide Team AICPA with valuable information designed to help each of us plan for the future and shelter our hard-earned dollars from taxes. These meetings are part of the AICPA's commitment to improving the quality of life of the people who serve its members.

One of the ways that the Institute hopes to improve the quality of life of Team AICPA members is by increased communication, through this publication and by other means, regarding the benefits plans that are available to them. *Inside AICPA* will be working with the Personal Financial Planning team to publish information to help individuals make sound decisions about their money. It is the hope of the Team AICPA members who coordinate the Institute's benefits plans that everyone who receives this special issue of *Inside* will seriously consider attending these meetings. Particularly when it comes to finances and health care, informed decisions tend to be better decisions.

**401(k) Meetings
Scheduled for
Early December**

This is the time of year when the AICPA opens its 401(k) to new participants and allows those already in the plan to change the ways in which they contribute. There will be meetings held in early December in all three locations of the Institute to help people decide whether the 401(k) plan is right for them and if it is, what is the optimal way for them to invest their savings. While these meetings are informative for Team AICPA members who have not already joined the plan, they are not designed for them alone. Present participants in the 401(k) are encouraged to attend, as there have been a few significant changes in the plan's rules. The meeting will also include a "report card" of the past year's returns: The third quarter's rates of return of the funds range from 1.26% to 7.57%, and the year-to-date rates range from 3.81% to 24.33%.

Meetings are scheduled in New York on December 4 in New York at 2:30 pm, in Harborside on Tuesday, December 5th at 10:30 am, and in Washington on Tuesday, December 12th. To make an appointment to attend in New York or New Jersey, contact Barbara Vigilante or Kim Hines at extension 3350. To attend in Washington, contact Ela Work at extension 4260.

**Find Out About
the Flexible
Spending Account
Programs
This Week**

The AICPA is pleased to offer a new opportunity for its team members to shelter the money they spend for certain expenses from taxes. The Institute, in conjunction with the Prudential Service Bureau, is providing them with the opportunity to place funds in a Healthcare Reimbursement Account, which can cover up to \$1500 pre-tax earnings toward certain medical expenses, and a Dependent Care Account, which will allow individuals to put aside up to \$5000 pre-tax earnings each year for child or elder care. This program allows Team AICPA members to pay for any medical or dependent care expense that the IRS allows one to deduct from one's income taxes, including insurance deductibles and co-payments, glasses and frames, psychological or physical therapy, and, in most cases, daycare for children under 13 or at-home care for elderly people. The annual amount deducted from participants' pre-tax earnings and deposited into these accounts is prorated over an entire year of Institute paychecks.

A video tape explaining the Flexible Spending Account Program is available from Human Resources by contacting Gabi Ulloa at extension 6180 in the New York Office, Kim Hines or Barbara Vigilante in Harborside at extension 3350, or Ela Work in the Washington Office at extension 4260. A more in-depth article regarding this new benefit program will appear in the December 4th issue of Inside. The best way, however, to become informed about this new opportunity to save money is to attend an informational meeting this week, and possibly to make an appointment in early December to meet individually with a benefit coordinator to discuss the programs.

Introductory meetings will be held in the Washington Office on Wednesday, November 29th at 10:30am and 1:30pm. The New Jersey Office will hold these same meetings on Thursday, November 30, at 10:00am, 11:00am, 1:00pm, 2:00pm and 3:00pm. The New York Office will hold these meetings on Friday, December 1, at 11:00am and 12:00 noon. Individual meetings with benefit coordinators will be held in Harborside on Thursday, December 7th, in the New York Office on Friday, December 8th, and in the Washington Office on Tuesday, December 12th. In order to attend an informational meeting or to arrange an individual meeting with a benefit coordinator, one must make an appointment. To make appointments for meetings in the Washington Office, please contact Ela Work at extension 4260. To make appointments for meetings in the New York or New Jersey offices, please contact Barbara Vigilante or Kim Hines at extension 3350.

**DC Office
Can Now Choose
US Healthcare**

Team AICPA members in the Washington Office are encouraged to attend a meeting regarding a new health insurance option available to them for the first time. Washington team members can now choose between health insurance coverage by Prucare Plus or US Healthcare, one of the country's leading HMOs. Meetings will be held this Wednesday, November 29th at 10:30am and at 1:30 pm regarding this new option, which is already available in the New York and New Jersey Offices. These meetings will also address issues related to the new Flexible Spending Account Program (see above article). **To make an appointment for one of these meetings, please contact Ela Work at extension 4260.**