



OFFICE OF HUMAN RESOURCES

Dear Faculty and Staff:

Whether you're receiving a salary increase or a retroactive paycheck, now is an excellent time to review and possibly increase your retirement contributions. CUNY offers several retirement savings options, including 403(b) TDA and 457(b) plans, to help you make the most of these additional earnings.

The FAQs below provide key information on contribution limits, deadlines, and the steps needed to adjust your retirement contributions. Reviewing this information can help you make informed decisions and ensure timely processing.

As always, we recommend speaking with your campus Benefits Officer and consulting a financial advisor or tax professional for personalized guidance.

General Benefits FAQ's:

I am receiving a significant salary increase and want to start saving more for retirement or increase the amount I contribute to my current retirement plan. Whom should I speak with?

- Speak with your campus Benefits Officer for information about the retirement savings plans available through CUNY.
- You are also encouraged to consult with a financial advisor, tax professional, or accountant to determine the best option for your individual situation.
- Please note that changes to your retirement contributions may take some time to be reflected in your paycheck. For this reason, it's best to begin planning and discussions as early as possible.

What is the annual contribution limit for a TDA 403(b) plan?

- Under age 50: Up to \$23,500
- Age 50 or older: Up to \$31,000
- Age 60–63 (but not 64): Up to \$34,750 (with special catch-up)

What is the annual contribution limit for a 457 Deferred Compensation Plan?

- Under age 50: Up to \$23,500
- Age 50 or older: Up to \$31,000
- Age 60–63 (but not 64): Up to \$34,750 (with special catch-up)

Can I contribute the maximum limit to both my TDA 403(b) and my 457(b) plan?

- Yes, if you have a TDA 403(b) (with either TIAA or TRS) and a 457(b) you can make the maximum contribution to each plan separately.

What is the maximum percentage that I can contribute to my TIAA 403(b) or TRS 403(b) TDA and/or NYSDCP 457(b) TDA from my retroactive paycheck?

- There is no set maximum contribution percentage for your retroactive paycheck. However, it's important to exercise caution when determining your contribution amount. You must ensure that sufficient earnings remain to cover required tax withholdings and benefit deductions.
- If your contribution leaves an insufficient balance to cover these deductions, your TIAA 403(b), TRS 403(b), and/or NYSDCP 457(b) contribution may not be processed.
- To avoid this, it is strongly recommended that your total combined contributions across all plans do not exceed 50% of your retroactive paycheck.
- If you work at a Senior College and participate in the NYSDCP 457(b), you may elect to contribute all available net pay, up to the applicable IRS limit.

Retroactive Pay Benefits FAQs:

I want to increase my TIAA TDA 403(b) contribution for the retroactive paycheck. What do I have to do?

- The retroactive amount you receive is eligible for TIAA TDA 403(b) contributions.
- If you work for a Senior College and you are increasing your contributions for the August 7, 2025 paycheck, you must submit a [Salary Reduction Agreement \(SRA\)](#) to your campus Benefits Officer no later than **July 21, 2025**. *Please be sure to indicate on top of the SRA "Please process this increase for the retroactive paycheck only".*
- If you don't want your contributions to remain at the increased percentage for the remainder of the year – i.e., for the paychecks subsequent to the retroactive paycheck – you must submit another SRA to decrease your percentage to the desired amount.

I want to increase my TRS TDA 403(b) contribution for the retroactive paycheck. What do I have to do?

- The retroactive amount you receive is eligible for TRS TDA 403(b) contributions.
- If you work for a Senior College and you are increasing your contributions for the August 7, 2025 paycheck, you must log in to your [TRS Account](#) and change your deduction percentage by no later than **July 6, 2025**.
- If you don't want your contributions to remain at the increased percentage for the remainder of the year – i.e., for the paychecks subsequent to the retroactive paycheck – you must select the appropriate option so that it only effects the retroactive paycheck date.

I want to increase my New York State Deferred Compensation Plan 457(b) (NYSDCP) contribution. What do I have to do?

- If you work at a Senior College and wish to increase your 457(b) contributions for the August 7, 2025 retroactive paycheck, you must call the New York State Deferred Compensation Plan (NYSDCP) by 3:00 PM on July 22, 2025 to request the increase for that specific paycheck.
- Please note: The increased contribution will continue for future paychecks unless you inform NYSDCP during the call that you'd like it to apply only to the retroactive check.
- While NYSDCP allows online changes, the system does not support paycheck-specific adjustments. **To ensure the change applies to the correct check, you must call.**
- When calling, have a copy of your paystub available so the representative can verify your Employee ID and/or Department ID.
- NYSDCP can be reached at 1-800-422-8463.

Message from the University Benefits Office (UBO)