

Office of Management and Budget Clearance Package

Survey Assessment of the Retirement Plan Pitfalls Workshop

Internal Revenue Service
Tax Exempt and Government Entities Division
February 5, 2021

Introduction

Background

In response to section 1101(b)(1) of the Pension Protection Act that requires the Treasury to give special attention to "increasing awareness and knowledge of small employers concerning the availability and use" of the Employee Plans Compliance Resolution System (EPCRS), the Employee Plans Office of the Tax Exempt and Government Entities business unit is hosting a workshop as part of the American Institute of Certified Public Accountants (AICPA) National Conference on Employee Benefit Plans and as part of the 2008 IRS Nationwide Tax Forums. This is the first time EP will be hosting a workshop of this type.

As an alternative to plan disqualification and revocation of the tax-exempt status of the trust, the IRS has developed a comprehensive system of correction programs called the Employee Plans Compliance Resolution System (EPCRS). The EPCRS is made up of three correction programs:

- Self-Correction Program – Allows the plan sponsor to correct certain plan failures without notifying the IRS.
- Voluntary Correction Program – Allows the plan sponsor to make plan corrections with IRS approval for a fee.
- Audit Closing Agreement Program (Audit CAP) – Plan sponsor will correct failure and pay a negotiated sanction amount.

The premise for hosting the workshop is to reach small employers through the tax practitioner community. By educating tax practitioners, the Service is able to reach more small employers than it would by trying to reach small employers directly. The main goal is to give the practitioners the tools they need to assist their clients in using the EPCRS.

Objectives of Data Collection

This is the first time EP has presented this workshop. EP would like to conduct a survey to assess the usefulness of the information presented. Specifically, if the information presented was relevant, timely and useful to the attendees.

Methodology

Sample Design

No sampling will occur. The survey will be given to all participants of the workshop at the end of the class.

Data to be collected

Tax practitioners will be asked questions regarding the usefulness of the workshop. See appendix 1 for the draft of the survey.

How Collected and Used

The data will be collected by distributing a paper survey. Workshop participants will fill out the survey and then return it to the presenters at the close of the workshop.

Results from the survey will be used to assess various aspects of the workshop. The assessment will ascertain whether or not the workshop reached the intended audience and if it answers the most questions commonly asked by these professionals.

Dates Collection Begin/End

The survey will be administered during the AICPA Conference and Tax Forum Workshops. The workshop will be presented at the AICPA conference on May 14, 2008. There will be six Tax Forum workshops throughout the summer, starting with the first Tax Forum on July 1, 2008.

Who is Conducting the Research

The Employee Plans Office will be conducting the survey. Once the survey is completed, EP will review, summarize and present the findings on the results.

Cost of Study

Outside of the cost of reproducing the survey, there are no costs needed to complete the survey.

Locations-Region/City and Facility

The AICPA Conference survey will be provided in Las Vegas, NV on May 14, 2008.

The Tax Forums survey will be provided at the following locations:

Hilton Atlanta	Atlanta, GA	July 1st - 3rd
Hyatt Regency Chicago	Chicago, IL	July 22nd - 24th
Orlando World Center	Orlando, FL	August 5th - 7th
Rio All Suites Hotel	Las Vegas, NV	August 19th - 21st
Hilton New York	New York, NY	August 26th - 28th
Town and Country	San Diego, CA	September 9th - 11th

Expected Response Rate

Due the small class size of each workshop and the fact that the survey will be provided at the end of the workshop, EP is expecting a 95% response rate. EP will allow time at the end of the session specifically to complete the survey. The allotted time will be shown on the workshop agenda.

Results of the Study

The following information is needed to satisfy OMB requirements. It must be provided within 60 days after the conclusion of the survey data collection.

- Findings – Provide a brief summary of the significant findings that were discovered in the results.
- Actions taken or lessons learned – Provide a brief summary of any actions taken or lessons learned as a result of the findings.
- Taxpayer participations
 - o Number of survey requests sent to taxpayers
 - o Number of survey respondents
- Date the data collection began.
- Date the data collection ended.
- Cost – All cost associated with the administration of the online survey (not including salaries of regular IRS employees).

Participants Criteria

Tax professionals that attend the workshop will be asked to take part in the survey.

Privacy/Disclosure/Confidentiality/Security Issues

No identifying or taxpayer information will be collected.

The Paperwork Reduction Act Statement & OMB Control Number will be provided on the actual survey.

Burden Hours

Participants in the study will be required to spend approximately three minutes or less answering questions on the survey.

Number of Forum participants	Number of minutes to complete survey	Total Number of Burden Hours
100 per forum @ 6 forums + 1 conference = 700 participants	3 minutes each survey 700 participants= 2100 minutes	2100/60 min. 35 Burden Hours

Study Contact

For questions regarding the study, contact:

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