



# staff pension plan

## *getting started*

The UBC Staff Pension Plan (SPP, or “the Plan”) is a target benefit pension plan. Your pension, at retirement, is calculated using a formula that is based on your years of pensionable service and an average of your best three years of salary. While you make contributions to your pension, the university also contributes a fixed percentage of your earnings to help fund the overall plan.

## Plan for your Future

For some of us, retirement may be a long way off. For others, it may be just around the corner. But no matter where you are in life, it is never too early or late to plan for your future. By joining the SPP today, you can take advantage of its many benefits:

- The SPP is an easy and convenient way to save for your financial future - contributions are taken directly off your paycheque.
- Because income tax is calculated based on your income after contributions have been deducted, the SPP provides you with automatic tax savings every month.
- The earlier you enrol, the more years of pensionable service you will have. This will increase your pension benefits at retirement.
- It is recommended that Canadians have several financial options available to them at retirement to provide financial security and peace of mind.

## Eligibility

### Full-time Salaried Employees

Full-time salaried employees with an appointment for a term of one year or more, or employment for a continuous period of one year or more (includes successive appointments that are less than one year provided you did not terminate employment between appointments) are eligible to join the SPP.

Before April 1, 2020, you can join on the first day of any month. On and after April 1, 2020, you will be enrolled on the date that you are enrolled for basic life insurance.

### Part-time Salaried & CUPE 116 Hourly Employees

Before April 1, 2020, part-time salaried employees and CUPE 116 hourly employees are eligible to join if you have completed at least 12 months of continuous employment, in which you have earned at least 35% of the Year's Maximum Pensionable Earnings (YMPE) in effect for the year the 12-month period concludes. On and after April 1, 2020, you will be enrolled on the date that you are enrolled for basic life insurance.

Faculty, Student and other hourly appointments are not eligible for membership in the SPP.

## Joining the SPP

Visit the *Joining the SPP* page at our website for detailed information on how to join the SPP. Enrolment forms are also available on the *Forms* page under the Forms & Resources tab.



# Contributing to the SPP

Each month, SPP members and the University contribute to fund the overall pension plan. Members contribute 6.5% of their pensionable earnings, which is automatically deducted from their paycheques before taxes are calculated. A Contribution Calculator is available under the Forms & Resources tab on the SPP website to help you calculate your contributions per paycheque.

The university contributes 9.4% of your pensionable earnings. You can view the details of the employer contributions on your paycheques via the UBC Staff and Faculty Self-Service Portal at [msp.ubc.ca](https://msp.ubc.ca). You will need your Campus-Wide Login (CWL) ID to login.

**Don't have a CWL?** Visit [cwl.ubc.ca](https://cwl.ubc.ca) to find out more and to sign up for one.

## Workshops

Pension plans are complex and may not be easy to understand. The Pension Administration Office provides information sessions and workshops to help you understand pension plans, the SPP, and how they can help you with your retirement planning.

Whether you are new to the SPP, mid-career or approaching retirement, we have a workshop for you. For more information about our workshops, please visit our website and select *Upcoming Pension Workshops* under the News & Events tab.

## Where to find more information

Visit our website at [staff.pensions.ubc.ca](https://staff.pensions.ubc.ca) for comprehensive information about the SPP.

Under the Forms & Resources tab, you can find the Plan guide and *SPP Details* information sheets, and under the News & Events tab you can find an archive of past newsletters.

The *Important Terms* and *Frequently Asked Questions* pages will also have useful information to help you learn about the SPP.



# Your Pension Benefit

When you retire, you are entitled to the value of your earned pension, calculated according to the pension formulas. If you retire before the normal retirement age of 65, the calculated pension value may be reduced.

For members joining the SPP on or after July 1, 2009, your pension benefit (also known as your SPP basic benefit) will be calculated using the following formula:

$$\frac{1.8\% \text{ of your Best Average Pensionable Earnings}}{\text{X}} \times \text{Your years of pensionable service}$$

Members who have service prior to July 1, 2009 will be grandparented under the old pension formula for service before July 1, 2009. Any service accrual on and after July 1, 2009 will be calculated according to the new formula above.

The SPP basic benefit and inflation adjustments are subject to the Plan's ability to pay. Benefits are adjusted depending on whether the Plan is over- or underfunded.

For more information on the pension benefit, please refer to the Overview page on the SPP website.

## Did you know?

All pension payments are paid for your lifetime and your spouse's lifetime (if you have a spouse). In the event of both your and your spouse's deaths, the balance of your monthly payments will continue to your designated beneficiary(ies), if there is time remaining on the guarantee period selected as part of your pension option.

Pension options available to SPP members will vary depending on if you are single or have a spouse. Each option has a choice of three guarantee periods (60, 120, or 180 monthly payments) during which the SPP will pay the balance of the monthly payments to your designated beneficiary(ies), in the event of both your and your spouse's deaths.

This material has been compiled by the Staff and Pension Board Members of the University of British Columbia Staff Pension Plan from information provided to them. If there is any inconsistency between the contents of this communication and the pension plan trust or legislation, the trust and legislation will prevail.  
Updated November 14, 2019