

# Overview of Reports

As part of your plan's move to Ascensus, a comprehensive suite of reports is available to you. The list below provides an overview of the most frequently used sponsor-initiated reports available directly from your plan website after the migration to the Ascensus Recordkeeping platform. If you have any questions please reach out to your Client Service team, they will be happy to walk through the full suite of available reporting.

Report Name	Description of Report
<b>Accrued Activity Report</b>	Details contributions for an earlier date that were not invested as of the selected report date.
<b>All Participant Data Reports</b>	Participant Data Reports allow you to run any of the TPA reports on demand, and select from a variety of participant reports and selection criteria.
<b>Balances by Asset Class Report</b>	Graphical and tabular display of the plan market value and units by asset class.
<b>Beneficiary Designations Report</b>	Reports all beneficiary designations and includes current account balances. Missing designations are indicated by a blank.
<b>Contributions - All Sources</b>	Scheduled report that provides contribution detail by money type (contribution source) for the selected date range.
<b>Deferral Changes Report</b>	Includes all participants who have changed their deferral rate for the selected date range.
<b>Deferral Status Report</b>	Provides the automatic enrollment and contribution status for all employees. Use this report to assist with preparing updates for your payroll provider to ensure you are deducting the appropriate amount from the pay of each employee.
<b>Distribution Detail Report</b>	Details distribution and tax information by participant, including information commonly found on the IRS Form 1099-R, for the selected date range.
<b>Forfeiture and Suspense Report</b>	Lists all Forfeiture and Suspense Accounts for the plan, detailing beginning and ending balances for the selected date range and account activity.
<b>Fund Balance Detail</b>	Provides investment balance activity for the plan broken out by fund and money type (contribution source) for the selected date range.
<b>HRIS Data Report</b>	Data extract to provide HRIS information for a given date range and division in an Excel format, which can be used to import into your payroll system to make the necessary changes.
<b>Human Resources Information System (HRIS) Management Report</b>	Provides HRIS information for a given date range and division in a PDF format, which can be used to monitor plan activity.

Report Name	Description of Report
<b>Loan Activity Report</b>	Reports participant loan details and loan activity for all participants with loans during the selected date range including beginning balance, repayment interest, repayment principal, loan distributed, ending balance, loan number, original loan, grant date, interest rate, repay start date, pay frequency, repay end date, and repay months.
<b>Participant Demographics and Balances</b>	Provides demographic and balance information by participant and includes the contribution rate by money type.
<b>Participant Payroll Detail</b>	Details by payroll date each participant's contributions and loan payments by money type (source) for all payrolls with request dates within the selected date range.
<b>Participant Payroll Report</b>	Totals each participant's contributions by money type (source) and loan payments for all payrolls that invested (traded) within the selected date range.
<b>Participant Transaction Report</b>	Details all participant transactions by fund and by money type (contribution source)—including contributions, distributions, loans, transfers, etc.—for all transactions that traded within the selected date range.
<b>Plan Administration Report (Participant Detail)</b>	Totals activity for each participant by transaction type and money type (contribution source) for the selected date range.
<b>Plan Health Report</b>	A customizable report that highlights plan, employee, and investment activity. It's designed to help you track progress toward plan objectives and monitor how employees are saving for retirement. Our Insights & Benchmarks pages provide benchmarking metrics to help you compare your plan activity to averages across our platform.
<b>Year End Data Report</b>	Details census information, total contributions, and compensation data for employees based on payrolls with request dates within the selected range.

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