

Your financial wellness program checklist



Improving your employees' financial wellness can help you drive productivity, loyalty and engagement. Here are some steps you can take to create a program that addresses your employees' needs.

For more information on how you can establish a financial wellness program, contact your relationship manager.

1 Assess your current program

- Reevaluate your current financial wellness program, if you have one.
- Identify the types of programs you offer and topics you cover.
- Survey your employees. Find out their financial priorities based on their life stages.
- Fill in the gaps in your program, based on survey results.

2 Create a financial wellness curriculum

- Review employee demographics. What life stages do they belong to? What are their financial education needs? Do your offerings fit their needs?
- Create a curriculum based on survey results: Topics should include personal finance, managing debt, retirement income planning and saving for college.
- Promote your financial wellness program through seminars and 1:1 meetings during open enrollment.

3 Integrate education with technology

- Promote interactive sites such as benefitsonline.com, education.ml.com and bettermoneyhabits.com.
- Help employees manage their financial lives through online financial management tools and resources, mobile apps and websites.
- Enable online access so employees can view their overall financial picture.

4 Offer training with financial professionals

- Offer onsite seminars and make attendance mandatory.
- Offer 1:1 consultations through representatives in our Contact Center.
- Communicate regularly through financial education e-newsletters, emails and on-site posters. Use channels that work best for your company.

5 Monitor and evaluate participation

- Establish metrics and monitor program use.
- Track productivity levels and financial behaviors, such as contribution rates, enrollments, participation at seminars and workshops, etc.
- Gather feedback to assess and improve the program.
- Share success stories and program metrics such as participation, increases in contributions and improvements in financial behavior.
- Acknowledge employees who have taken steps toward improving their financial wellness.

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