### Year-end Preparation
- Year-end checklist
- Year-end accumulators
- Year-end project plan
- Verifying social security numbers
  - IRS penalties for employee name/SSN mismatches
  - SSA's Social Security Number Verification Service
- Responding to the IRS’ request for verification of Form W-2 data
- Social Security Administration's changes to reporting
  - Electronic reporting
  - Use of AccuWage
  - Due dates
- Verification of employee data
- Reconciliations
  - Wage and tax
  - Bank
  - General ledger
  - Worksheets
  - Accumulator reset
- Employee year-end notices
  - Form W-4
  - Request consent to provide eForm W-2 to employees
  - Earned Income Credit notification – federal and state
  - W-2 information memo
  - Forms 1095-C and 1095-B information memo
  - Charging fees for duplicate Forms W-2
  - Form W-2c checklist
- Payroll and programmer W-2 electronic filing checklist

### State Regulations Impacting Year-end
- State Annual Reconciliation Return Chart
- State Magnetic Media/Electronic Reporting
- State Unemployment Wage Base Chart
- State Unemployment Insurance Trust Fund Status
- State Unemployment Voluntary Contributions
- State Disability Wage Bases and Tax Rates Chart

### Annual Changes
- Social security wage base and tax rate
- Social security/Medicare threshold for domestic employees and election workers

### Year-end Reporting and Taxation of Fringe Benefits
- Taxable fringe benefits
  - When fringe benefits are considered paid
  - Withholding on fringe benefits
  - Special accounting rule
  - Depositing taxes on fringe benefits
- Supplemental wages
  - Federal supplemental wage definition
  - Federal supplemental tax rate
  - State supplemental tax rates
- Grossing-up
- Moving expenses
- Personal use of company cars
- Group-term life insurance
- Employer-paid benefits
  - Awards and prizes
  - Gift coupons
- Qualified transportation fringe benefits
  - Commuter highway vehicles (van pooling)
  - Transit passes

### Government Issues Review
#### Legislative Actions
- Affordable Care Act (Health Care Reform)
  - Completion of 2015’s Forms 1095-C and 1094-C
- Preventing Sex Trafficking and Strengthening Families Act
  - Requires states to adopt e-IWO by 10/1/2015
  - Requires states to adopt 2008 amendments to UIFSA
- Consolidated and Further Continuing Appropriations Act, 2015
  - Requires IRS to send confirmation of employer address changes
- Overtime for insurance adjusters
- Tax Increase Prevention Act of 2014
  - Retroactive transit parity for 2014
  - IRS provides administrative procedures for 2014 Forms 941 and W-2s following retroactive transit benefit parity enactment
- Work Opportunity Tax Credit extension
- Certified PEOs
- Inflation adjustment for information reporting penalties
- IRS announces 2015 penalty amounts for intentional disregard of filing requirements
### 2015 Legislative Agenda
- Obama Administration’s fiscal 2016 budget proposals
  - Electronic filing of tax returns
  - Quarterly wage reporting
  - Allow truncated SSN on Form W-2
  - Equalize charitable use mileage rate and medical/moving mileage rates
  - Tax proposals impacting high earners
  - Requiring a certified TIN from contractors
  - Expand TIN matching
  - Reenact FUTA surtax and make it permanent
  - Expand FUTA wage base
  - Automatic enrollment in IRAs
  - Worker classification issues
  - Repeal FICA tip credit
  - Expand and extend tax credits
  - Support, enhance, and expand E-Verify
- Proposed legislation

### Regulatory Actions
- DOL proposes updates to the “White Collar” exemptions
- IRS issues final regulations on voluntary withholding agreements
- IRS issues final regulations on local lodging expenses
- CFPB issues proposed regulations applicable to payroll cards
- DOL issues final regulations implementing “Executive Order Minimum Wage” for federal contractors
- NACHA approves same-day ACH settlement

### Agency Guidance
- IRS expands cafeteria plan election change rules
- IRS clarifies Form 941-X instructions on additional Medicare tax corrections
- IRS proposes guidance on employee consents needed for employer FICA refund claims
- IRS issues “advice” on the assessment limitations period for employers that use third-party payers
- IRS updates guidance on electronic media and transportation fringe benefits
- IRS letter discusses qualified transportation fringe benefits and van pools
- IRS fact sheet on tips and service charges
- Payments to LLCs were not exempt from 1099-MISC reporting
- IRS updates list of designated private delivery services
- Penalties for late payment of final wages under California law are not wages

### Court Decisions
- Supreme Court overturns state same-sex marriage bans
  - State guidance on taxation of benefits provided to same-sex marriage partners
  - Court puts new FMLA definition of “spouse” on hold
- Supreme Court upholds validity of IRS regulations on ACA premium subsidies
- Supreme Court rules warehouse employees do not have to be paid for security screening time
- Supreme Court upholds DOL’s change of position on FLSA exempt status of mortgage loan officers
- Supreme Court rules on Maryland double taxation
- Failure-to-deposit penalty was properly assessed for failure to use EFTPS
- Former employee was not entitled to refund of Medicare taxes paid on deferred compensation he never received
- Employer that administered retirement plan improperly is liable for FICA tax on deferred compensation
- Bartender’s records adequately reflected tip income
- Company president was properly assessed Trust Fund Recovery Penalty
- Employee paid using the fluctuating workweek method was not entitled to additional overtime pay
- Firefighters do not get overtime for paramedic certification training
- CEO sentenced to prison for failure to pay employment taxes
- School mentor was FLSA-exempt volunteer

### Agency Initiatives
- IRS Taxpayer Advocate’s annual report includes payroll concerns
- IRS transitions to Modernized e-File platform
- SSA proposes electronic SSN card applications
- SSA encourages use of “my Social Security” accounts
- SSA resumes mailing Social Security Statements
- DOL study finds minimum wage violations in California and New York
- OCSE updates Multiple Employer Notification Form for New Hire Reporting
- OCSE publishes update of lump sum reporting process
- USCIS announces expansion of myE-Verify nationwide
- OCSE offers guidance on processing an Income Withholding Order

### Where to Get Information?
- SSA/IRS phone sites
- Internet websites

### Forms Review and Revisions
- Form 941
  - 2015 Form revisions
  - Electronic filing
  - Schedule B
  - Schedule D
  - Schedule R
  - Form 941-X
  - Form W-4
    - Supplemental instructions for nonresident aliens
  - Form W-2
    - 2015 changes to Form W-2 and Instructions
    - Reporting health coverage cost on Form W-2
    - Reconciliation process
    - Substitute forms
  - Form W-2c
    - Address changes
    - Social security number changes
  - Form W-3
  - Form W-3c
  - Form 945
  - Form 940
    - Credit reduction states
  - Form 1099-MISC
    - Deceased employees

*Program is subject to change without notice.*