

Benefits 2021



Paid Time Off (PTO)

Little provides a generous PTO program in which employees can use their days off however they choose - sick, vacation, personal and holidays. The total number of PTO days received depends on length of service (pro-rated for partial years worked - first and last year of employment).

YEARS WORKED	NUMBER OF DAYS OFF
(0-3)	25
(4-7)	30
(8-10)	35
(10+)	Unlimited

OUR QUALITY OF LIFE PROGRAM

gives all employees the opportunity to balance and enrich their lives, and to create a supportive work environment.

The program integrates a number of components, including Paid Time Off (PTO) and telecommuting.



Telecommuting

Through telecommuting, employees have more flexibility on where and when they work, providing more options and enabling them to serve clients and win business in new ways. Telecommuting requires a mutual agreement between employees and their managers.



Other Benefits

Medical, dependent care and qualified transportation expense reimbursement accounts offered on a pre-tax basis

Direct deposit and the services of Tru-liant Federal Credit Union, Carolina Cooperative Federal Credit Union and Founders Federal Credit Union

A confidential Employee Assistance Program available 24/7

Payment of professional licensing/registration/certification fees, as well as annual national, state and local professional organization dues

Reimbursement of registration and professional exam fees



LITTLE, recognized as one of the "Best Firms to Work For" nationally by a leading industry organization, is committed to having the best team of highly talented, highly motivated professionals, so we strive to provide our employees with the freedom, flexibility and resources needed to make the choices that work best for their life. In addition to a comprehensive benefits package that includes health, dental, life and disability insurance, Little offers a generous Paid Time Off (PTO) program, a tax-deferred 401(k) plan, telecommuting opportunities and an Employee Assistance Program (EAP) to all employees.



Health Insurance Providers

Little's medical and prescription drug insurance is administered by **Cigna**. Three plan options are available; one High Deductible Health Plan with a Health Savings Account and two Co-Pay Plans. Little's Dental Plan is administered by **Sun Life**. You may continue to seek treatment from the dentist of your choice, but the *Sun Life Dental Network* is available to you. Little's Vision Plan is administered by **EyeMed**, utilizing the *Insight* network of providers.

Plan*	MEDICAL CIGNA			DENTAL SUN LIFE		VISION EYEMED
	HDHP WITH HSA	CO-PAY LOW	CO-PAY HIGH	CORE	BUY-UP	CORE
Employee	\$45	\$45	\$85	\$20.97	\$27.12	\$5.43
Employee & Spouse	\$170	\$170	\$225	\$42.54	\$58.47	\$10.31
Employee & Child(ren)	\$140	\$140	\$195	\$53.64	\$60.54	\$10.85
Employee & Family	\$300	\$300	\$350	\$75.20	\$91.72	\$15.95

* Insurance Premiums are taken out of the first 2 paychecks per month, total of 24 deductions per year.



Retirement Planning

Little provides a retirement plan to all employees that consists of two elements: a 401(k) plan and a discretionary profit sharing plan. Company contributions may be made through the profit sharing plan, and employee contributions (salary deferrals) are made through the 401(k) plan.

Employees who meet the eligibility requirement (21 years of age) are eligible to participate immediately upon hire.

The profit sharing contribution is evaluated annually based on Company performance and regulated by Internal Revenue Code. Upon eligibility, the Company's contribution, if applicable, is based on employee annual base earnings paid during the period of eligibility. The employee's and the Company's contributions are 100% vested when made.



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Life & Disability Insurance

Little provides all full-time employees with Basic Group Life insurance in the amount of \$50,000, as well as short-term and long-term disability coverage at no cost to the employee. Additional voluntary life insurance coverage is also available for the employee as well as the employee's spouse and children.