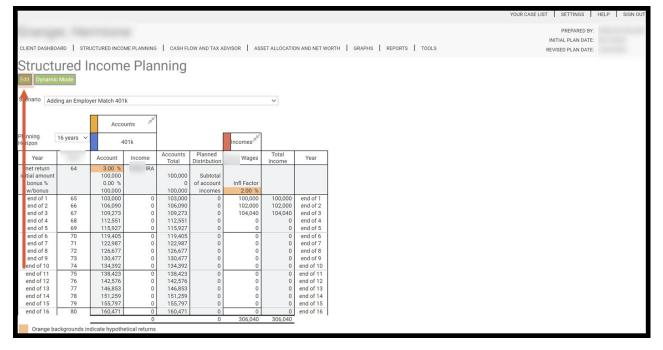# Adding an Employer Matched 401(k) Using the Tax Advance Planning Function

04/10/2025 10:50 am EDT

Within the tax advance planning function, there are multiple ways you can show an employer match 401k distribution. Below is the step-by-step guideline for showing an employer match 401k distributions using the Other Schedule 1 Income column in the tax advance planning function.

Step 1: Edit: Click on the green edit button underneath the Structured Income Planning subheading.

Step 2: Add Income: Click on the green Add Income button underneath the Structured Income Planning subheading.

CLIENT DASHBOARD | STRUCTURED INCOME PLANNING | CASH FLOW AND TAX ADVISOR | ASSET ALLOCATION AND NET WORTH | GRAPHS | REPORTS | TOOLS

Structured Income Planning

Edit | Save | Cancel | Add Account | Add Income | Add Inc Tax | Add Target | Edit or Add Scenario | Display Options

Scenario [Adding an Employer Match 401k ▼]

Accounts

Planning Horizon [16 years ▼]   401k   Incomes

Year		Account	Income	Accounts Total	Planned Distribution	Wages	Total Income	Year
net return	64	3.00 %	IRA					
initial amount		100,000		100,000	Subtotal	Manage		
bonus %		0.00 %		0	of account	Infl Factor		
w/bonus		100,000	Manage	100,000	incomes	2.00 %		
end of 1	65	103,000	0	103,000	0	100,000	100,000	end of 1
end of 2	66	106,090	0	106,090	0	102,000	102,000	end of 2
end of 3	67	109,273	0	109,273	0	104,040	104,040	end of 3
end of 4	68	112,551	0	112,551	0	0	0	end of 4
end of 5	69	115,927	0	115,927	0	0	0	end of 5
end of 6	70	119,405	0	119,405	0	0	0	end of 6
end of 7	71	122,987	0	122,987	0	0	0	end of 7
end of 8	72	126,677	0	126,677	0	0	0	end of 8
end of 9	73	130,477	0	130,477	0	0	0	end of 9
end of 10	74	134,392	0	134,392	0	0	0	end of 10
end of 11	75	138,423	0	138,423	0	0	0	end of 11
end of 12	76	142,576	0	142,576	0	0	0	end of 12
end of 13	77	146,853	0	146,853	0	0	0	end of 13
end of 14	78	151,259	0	151,259	0	0	0	end of 14
end of 15	79	155,797	0	155,797	0	0	0	end of 15
end of 16	80	160,471	0	160,471	0	0	0	end of 16
			0		0	306,040	306,040	

Orange backgrounds indicate hypothetical returns

Step 3: Other Income Name: Filter in a name.

Manage Income

Save | Cancel

Income Adjustments

Other income name [   ]   ADD ADJUSTMENT

This is a Social Security income   ☐   [   ]

First year income [   ]   Pick year(s)

Inflation rate [0.0] %

Number of months of income in first year [12.0]   Pick year(s) to remove

Income description [   ]   Reset all years

Delay the income start until age   ☐
Age to begin income   [0] ⦿ Client 1 age ○ Client 2 age

Tax calculation option [Not Taxable   ▼]

Year	Income adjustment
☐ 1	
☐ 2	
☐ 3	
☐ 4	
☐ 5	
☐ 6	
☐ 7	
☐ 8	
☐ 9	
☐ 10	
☐ 11	
☐ 12	
☐ 13	
☐ 14	
☐ 15	
☐ 16	
☐ 17	
☐ 18	
☐ 19	
☐ 20	
☐ 21	
☐ 22	
☐ 23	
☐ 24	

Orange backgrounds indicate hypothetical returns

Note that entered values WILL roll down to following years when blank

Step 4: First Year Income: Filter in the monetary amount.

Step 5: Inflation rate: Filter in the inflation rate.

Step 6: Tax Calculation Option: Click on the drop-down carrot arrow and select the tax calculation option.

Step 7: Add Adjustment text box: Type in 0.

Step 8: Income Adjustment table: Click on the year that the client will retire.

Step 9: Pick Years: Click on the green pick years button next to the income adjustment table.

Step 10: Income Adjustment table: The zero should move to the year that the client will retire.

Step 11: Save: Click the green save button underneath the Manage Income subheading.

Step 12: Structured Income Planning Page: The Structured Income Planning should reflect the editing changes made to the account.

Step 13: Manage: Click on the green manage button within the column for the 401k.

Step 14: Tax Calculation Option: Click on the down carrot arrow and select Tax Income Distributions (Qualified).

Step 15: Structured Income Type: Click on the radio button next to Annual Fixed Savings.

Step 16: Annual Fixed Savings Text Box: Type in the monetary amount.

Step 17: Income Data: Within the Income data table click on the Year text box that you would like to select.

Step 18: Pick Years: Click on the green Pick Years button located at the lefthand side of the Income Data table.

Step 19: Clicking: After clicking on the Pick Years green button, the term savings should be entered in the income column and numeric amount should be entered into the Variable column of the table. Repeat step 15 to 18 as needed.

Step 20: Save: Click on the green button Save underneath the Manage Account subheading.

Step 21: Structured Income Planning Page: The Structured Income Planning should reflect the editing changes made to the account.

Step 22: Add Inc Tax: Click on the green Add Inc Tax button underneath the Structured Income Planning subheading.

Step 23: Use Advanced Tax Planning: Click on the green Advanced Tax Planning button underneath the Manage Tax subheading.

Step 24: Tax Name: Filter in Tax Name.

Step 25: Enter Additional Tax Details Not Modeled Elsewhere In This Plan: Enter the employer contributions in the "Other Schedule 1 Income" column as positive values. SIPS will automatically create a tax deduction for all savings added to a qualified account. We need to enter an override so the employer contributions are not being treated as a tax deduction.

Step 26: Save: Click the green save button underneath the Manage Tax Subheading.

Manage Tax

Save | Cancel | Use Basic Tax Planning | Use Advanced Tax Planning

Tax name — Eff Tax Rate

Pre 2018 tax rate — 0.0 %

Tax description

Filing Option

Create Tax Scenario for Year

Orange backgrounds indicate hypothetical returns

Enter Additional Tax Details Not Modeled Elsewhere In This Plan

	YearCap Gains not in Accounts (Roll Down)	Other Schedule 1 Income (Roll Down)	Income Adjustments (Roll Down)	Schedule A Override (Roll Down)	QBI Override (Roll Down)	Tax Credits (Roll Down)	Approx. State Tax % (Roll Down)
1		3000					%
2		3060					%
3		3121					%
4							%
5							%
6							%
7							%
8							%
9							%
10							%
11							%
12							%
13							%
14							%
15							%
16							%
17							%
18							%
19							%
20							%
21							%
22							%

Note that entered values WILL NOT roll down to following years when blank

Step 27: Structured Income Planning Page: The Structured Income Planning should reflect the editing changes made to the account.

PREPARED BY:
INITIAL PLAN DATE:
REVISED PLAN DATE:

CLIENT DASHBOARD | STRUCTURED INCOME PLANNING | CASH FLOW AND TAX ADVISOR | ASSET ALLOCATION AND NET WORTH | GRAPHS | REPORTS | TOOLS

Structured Income Planning

Edit | Save | Cancel | Add Account | Add Income | Add Inc Tax | Add Target | Edit or Add Scenario | Display Options

Scenario — Adding an Employer Match 401k

Accounts — 401k

Planning Horizon — 16 years

Incomes

Year		Account	Income	Accounts Total	Planned Distribution	Wages	Employer Match	Approx. Income Tax	After Tax Income	Year
net return	64	3.00 %	IRA							
initial amount		100,000		100,000		100,000		Manage		
bonus %		0.00 %		0	Subtotal		3,000			
w/bonus		100,000	Manage	100,000	of account incomes	Infl Factor 2.00 %	Infl Factor 2.00 %			
end of 1	65	109,000	(6,000)	109,000	(6,000)	100,000	3,000	(12,752)	84,248	end of 1
end of 2	66	118,390	(6,120)	118,390	(6,120)	102,000	3,060	(13,014)	85,926	end of 2
end of 3	67	128,184	(6,242)	128,184	(6,242)	104,040	3,121	(13,283)	87,636	end of 3
end of 4	68	132,029	0	132,029	0	0	0	0	0	end of 4
end of 5	69	135,990	0	135,990	0	0	0	0	0	end of 5
end of 6	70	140,070	0	140,070	0	0	0	0	0	end of 6
end of 7	71	144,272	0	144,272	0	0	0	0	0	end of 7
end of 8	72	148,600	0	148,600	0	0	0	0	0	end of 8
end of 9	73	153,058	0	153,058	0	0	0	0	0	end of 9
end of 10	74	157,650	0	157,650	0	0	0	0	0	end of 10
end of 11	75	162,379	0	162,379	0	0	0	0	0	end of 11
end of 12	76	167,251	0	167,251	0	0	0	0	0	end of 12
end of 13	77	172,268	0	172,268	0	0	0	0	0	end of 13
end of 14	78	177,436	0	177,436	0	0	0	0	0	end of 14
end of 15	79	182,759	0	182,759	0	0	0	0	0	end of 15
end of 16	80	188,242	0	188,242	0	0	0	0	0	end of 16
			(18,362)		(18,362)	306,040	9,181	(39,049)	257,810	

Orange backgrounds indicate hypothetical returns

Step 28: Display Options: Click on the green Display Options button underneath the Structured Income Planning subheading.

Step 29: View Tax Rates: Click on the green View Tax Rates button in the Column Display Options.

Step 30: Saving the Structured Income Planning Scenario: Click the green Save button underneath the Structured Income Planning subheading.

PREPARED BY:
INITIAL PLAN DATE:
REVISED PLAN DATE:

CLIENT DASHBOARD | STRUCTURED INCOME PLANNING | CASH FLOW AND TAX ADVISOR | ASSET ALLOCATION AND NET WORTH | GRAPHS | REPORTS | TOOLS

Structured Income Planning

Edit Save Cancel Add Account Add Income Add Inc Tax Add Target Edit or Add Scenario Display Options

Scenario: Adding an Employer Match 401k

Planning Horizon: 16 years

Accounts — 401k

Incomes

Year		Account	Income	Accounts Total	Planned Distribution	Wages	Employer Match	Approx. Income Tax	After Tax Income	Year
net return	64	3.00 %	IRA							
initial amount		100,000		100,000	Subtotal	Manage	Manage	Manage		
bonus %		0.00 %		0	of account	Infl Factor	Infl Factor	Eff Tax Rate		
w/bonus		100,000	Manage	100,000	incomes	2.00 %	2.00 %			
end of 1	65	109,000	(6,000)	109,000	(6,000)	100,000	3,000	(12,752)-13%	84,248	end of 1
end of 2	66	118,390	(6,120)	118,390	(6,120)	102,000	3,060	(13,014)-13%	85,926	end of 2
end of 3	67	128,184	(6,242)	128,184	(6,242)	104,040	3,121	(13,283)-13%	87,636	end of 3
end of 4	68	132,029	0	132,029	0	0	0	0-0%	0	end of 4
end of 5	69	135,990	0	135,990	0	0	0	0-0%	0	end of 5
end of 6	70	140,070	0	140,070	0	0	0	0-0%	0	end of 6
end of 7	71	144,272	0	144,272	0	0	0	0-0%	0	end of 7
end of 8	72	148,600	0	148,600	0	0	0	0-0%	0	end of 8
end of 9	73	153,058	0	153,058	0	0	0	0-0%	0	end of 9
end of 10	74	157,650	0	157,650	0	0	0	0-0%	0	end of 10
end of 11	75	162,379	0	162,379	0	0	0	0-0%	0	end of 11
end of 12	76	167,251	0	167,251	0	0	0	0-0%	0	end of 12
end of 13	77	172,268	0	172,268	0	0	0	0-0%	0	end of 13
end of 14	78	177,436	0	177,436	0	0	0	0-0%	0	end of 14
end of 15	79	182,759	0	182,759	0	0	0	0-0%	0	end of 15
end of 16	80	188,242	0	188,242	0	0	0	0-0%	0	end of 16
			(18,362)		(18,362)	306,040	9,181	(39,049)	257,810	

Orange backgrounds indicate hypothetical returns

Step 31: Edit: If you need to make an edit to the structured income plan click on the green edit button underneath the Structured Income Planning subheading.

Structured Income Planning

Edit Dynamic Mode

Scenario: Adding an Employer Match 401k

Planning Horizon: 16 years

Accounts — 401k

Incomes

Year		Account	Income	Accounts Total	Planned Distribution	Wages	Employer Match	Approx. Income Tax	After Tax Income	Year
net return	64	3.00 %	IRA							
initial amount		100,000		100,000	Subtotal					
bonus %		0.00 %		0	of account	Infl Factor	Infl Factor	Eff Tax Rate		
w/bonus		100,000		100,000	incomes	2.00 %	2.00 %			
end of 1	65	109,000	(6,000)	109,000	(6,000)	100,000	3,000	(12,752)-13%	84,248	end of 1
end of 2	66	118,390	(6,120)	118,390	(6,120)	102,000	3,060	(13,014)-13%	85,926	end of 2
end of 3	67	128,184	(6,242)	128,184	(6,242)	104,040	3,121	(13,283)-13%	87,636	end of 3
end of 4	68	132,029	0	132,029	0	0	0	0-0%	0	end of 4
end of 5	69	135,990	0	135,990	0	0	0	0-0%	0	end of 5
end of 6	70	140,070	0	140,070	0	0	0	0-0%	0	end of 6
end of 7	71	144,272	0	144,272	0	0	0	0-0%	0	end of 7
end of 8	72	148,600	0	148,600	0	0	0	0-0%	0	end of 8
end of 9	73	153,058	0	153,058	0	0	0	0-0%	0	end of 9
end of 10	74	157,650	0	157,650	0	0	0	0-0%	0	end of 10
end of 11	75	162,379	0	162,379	0	0	0	0-0%	0	end of 11
end of 12	76	167,251	0	167,251	0	0	0	0-0%	0	end of 12
end of 13	77	172,268	0	172,268	0	0	0	0-0%	0	end of 13
end of 14	78	177,436	0	177,436	0	0	0	0-0%	0	end of 14
end of 15	79	182,759	0	182,759	0	0	0	0-0%	0	end of 15
end of 16	80	188,242	0	188,242	0	0	0	0-0%	0	end of 16
			(18,362)		(18,362)	306,040	9,181	(39,049)	257,810	

Orange backgrounds indicate hypothetical returns

Step 32: Cancel: If you need to go back to the previous page, click on the green Cancel button underneath the Structured Income Planning subheading.

PREPARED BY:
INITIAL PLAN DATE:
REVISED PLAN DATE:

CLIENT DASHBOARD | STRUCTURED INCOME PLANNING | CASH FLOW AND TAX ADVISOR | ASSET ALLOCATION AND NET WORTH | GRAPHS | REPORTS | TOOLS

Structured Income Planning

Edit | Save | Cancel | Add Account | Add Income | Add Inc Tax | Add Target | Edit or Add Scenario | Display Options

Scenario: Adding an Employer Match 401k

Planning Horizon: 1 years

Accounts — 401k
Incomes

Year		Account	Income	Accounts Total	Planned Distribution	Wages	Employer Match	Approx. Income Tax	After Tax Income	Year
net return	64	3.00 %	IRA							
initial amount		100,000		100,000	Subtotal	Manage	Manage	Manage		
bonus %		0.00 %		0	of account	Infl Factor	Infl Factor	Eff Tax Rate		
w/bonus		100,000	Manage	100,000	incomes	2.00 %	2.00 %			
end of 1	65	109,000	(6,000)	109,000	(6,000)	100,000	3,000	(12,752)-13%	84,248	end of 1
end of 2	66	118,390	(6,120)	118,390	(6,120)	102,000	3,060	(13,014)-13%	85,926	end of 2
end of 3	67	128,184	(6,242)	128,184	(6,242)	104,040	3,121	(13,283)-13%	87,636	end of 3
end of 4	68	132,029	0	132,029	0	0	0	0-0%	0	end of 4
end of 5	69	135,990	0	135,990	0	0	0	0-0%	0	end of 5
end of 6	70	140,070	0	140,070	0	0	0	0-0%	0	end of 6
end of 7	71	144,272	0	144,272	0	0	0	0-0%	0	end of 7
end of 8	72	148,600	0	148,600	0	0	0	0-0%	0	end of 8
end of 9	73	153,058	0	153,058	0	0	0	0-0%	0	end of 9
end of 10	74	157,650	0	157,650	0	0	0	0-0%	0	end of 10
end of 11	75	162,379	0	162,379	0	0	0	0-0%	0	end of 11
end of 12	76	167,251	0	167,251	0	0	0	0-0%	0	end of 12
end of 13	77	172,268	0	172,268	0	0	0	0-0%	0	end of 13
end of 14	78	177,436	0	177,436	0	0	0	0-0%	0	end of 14
end of 15	79	182,759	0	182,759	0	0	0	0-0%	0	end of 15
end of 16	80	188,242	0	188,242	0	0	0	0-0%	0	end of 16
			(18,362)		(18,362)	306,040	9,181	(39,049)	257,810	

Orange backgrounds indicate hypothetical returns

Step 33: Logout: To sign out of SIPS, click on the Sign Out heading that is located in the upper right-hand side of the screen.

PREPARED BY:
INITIAL PLAN DATE:
REVISED PLAN DATE:

CLIENT DASHBOARD | STRUCTURED INCOME PLANNING | CASH FLOW AND TAX ADVISOR | ASSET ALLOCATION AND NET WORTH | GRAPHS | REPORTS | TOOLS

Structured Income Planning

Edit | Dynamic Mode

Scenario: Adding an Employer Match 401k

Planning Horizon: 16 years

Accounts — 401k
Incomes

Year		Account	Income	Accounts Total	Planned Distribution	Wages	Employer Match	Approx. Income Tax	After Tax Income	Year
net return	64	3.00 %	IRA							
initial amount		100,000		100,000	Subtotal					
bonus %		0.00 %		0	of account	Infl Factor	Infl Factor	Eff Tax Rate		
w/bonus		100,000		100,000	incomes	2.00 %	2.00 %			
end of 1	65	109,000	(6,000)	109,000	(6,000)	100,000	3,000	(12,752)-13%	84,248	end of 1
end of 2	66	118,390	(6,120)	118,390	(6,120)	102,000	3,060	(13,014)-13%	85,926	end of 2
end of 3	67	128,184	(6,242)	128,184	(6,242)	104,040	3,121	(13,283)-13%	87,636	end of 3
end of 4	68	132,029	0	132,029	0	0	0	0-0%	0	end of 4
end of 5	69	135,990	0	135,990	0	0	0	0-0%	0	end of 5
end of 6	70	140,070	0	140,070	0	0	0	0-0%	0	end of 6
end of 7	71	144,272	0	144,272	0	0	0	0-0%	0	end of 7
end of 8	72	148,600	0	148,600	0	0	0	0-0%	0	end of 8
end of 9	73	153,058	0	153,058	0	0	0	0-0%	0	end of 9
end of 10	74	157,650	0	157,650	0	0	0	0-0%	0	end of 10
end of 11	75	162,379	0	162,379	0	0	0	0-0%	0	end of 11
end of 12	76	167,251	0	167,251	0	0	0	0-0%	0	end of 12
end of 13	77	172,268	0	172,268	0	0	0	0-0%	0	end of 13
end of 14	78	177,436	0	177,436	0	0	0	0-0%	0	end of 14
end of 15	79	182,759	0	182,759	0	0	0	0-0%	0	end of 15
end of 16	80	188,242	0	188,242	0	0	0	0-0%	0	end of 16
			(18,362)		(18,362)	306,040	9,181	(39,049)	257,810	

Orange backgrounds indicate hypothetical returns

If you feel you need more support or would like to set up demo time with one of our representatives, please contact us at: +1-888-449-6917 or support@planscout.com