

**SUMMARY OF MATERIAL MODIFICATION  
FOR THE  
MICHIGAN COMMUNITY SERVICES, INC.  
401(k) PROFIT-SHARING PLAN AND TRUST**

**JANUARY 2016**

This Summary of Material Modification (“SMM”) to your Summary Plan Description (“SPD”) describes certain changes that have been made to the Michigan Community Services, Inc. 401(k) Profit-Sharing Plan and Trust (“Plan”). You should keep this SMM with your SPD for future reference. Please read this SMM carefully and contact the Plan Administrator with any questions.

Employer

Michigan Community Services, Inc.  
5239 Morrish Road; PO Box 317  
Swartz Creek, MI 48473

Phone: (810) 635-4407  
Employer Identification Number: 38-2443447  
Plan Number: 001

**Effective January 1, 2016:**

**What is the Employer matching contribution and how is it allocated?**

**Matching contribution.** Your Employer may make a discretionary matching contribution equal to a uniform percentage of your salary deferrals. Each year, your Employer will determine the amount of the discretionary percentage.

For purposes of calculating the matching contribution, your compensation and deferrals will be determined on a payroll period basis.

**Limit on matching contribution.** Your Employer has the option to apply the matching contribution by disregarding (i.e., not matching) salary deferrals made each payroll period that exceed a certain dollar amount or a certain percentage of your compensation for such period. The Administrator will inform you of this limit.

**Deferrals taken into account.** In applying the matching contribution, any salary deferrals you make in the Plan Year in which you become eligible to receive matching contributions will be taken into account. For example, if you are eligible to make salary deferrals as of January 1st but are not eligible to share in the matching contribution until July 1st of that year, then your deferrals that were made prior to July 1st will be taken into account in determining your matching contribution for the year.

**Allocation conditions.** You will always share in the matching contribution regardless of the amount of service you complete during the Plan Year.

### **What compensation is used to determine my Plan benefits?**

**Definition of compensation.** For the purposes of the Plan, compensation has a special meaning. Compensation is generally defined as your total compensation that is subject to income tax and paid to you by your Employer during the Plan Year. If you are a self-employed individual, your compensation will be equal to your earned income. The following describes the adjustments to compensation that may apply for the different types of contributions provided under the Plan.

### **All Contributions**

**Adjustments to compensation.** The following adjustments to compensation will be made:

- compensation paid while not a Participant in the component of the Plan for which compensation is being used will be excluded.
- nonqualified unfunded deferred compensation that is includible in gross income and would have been paid to you had you continued employment but is paid after you terminate employment will be excluded.
- compensation paid after you terminate employment that is paid because you are permanently and totally disabled, will be excluded.

Additional information concerning the Michigan Community Services, Inc. 401(k) Profit-Sharing Plan and Trust may be obtained by contacting the Plan Administrator.