

Quick Deferral Feedback Report User Guide

The Deferral Feedback Report contains all contribution stops, starts, and changes your employees have initiated for their Minnesota Deferred Compensation 457(b)Plan (MNDCP) account. Only your employees will display on a Deferral Feedback Report.

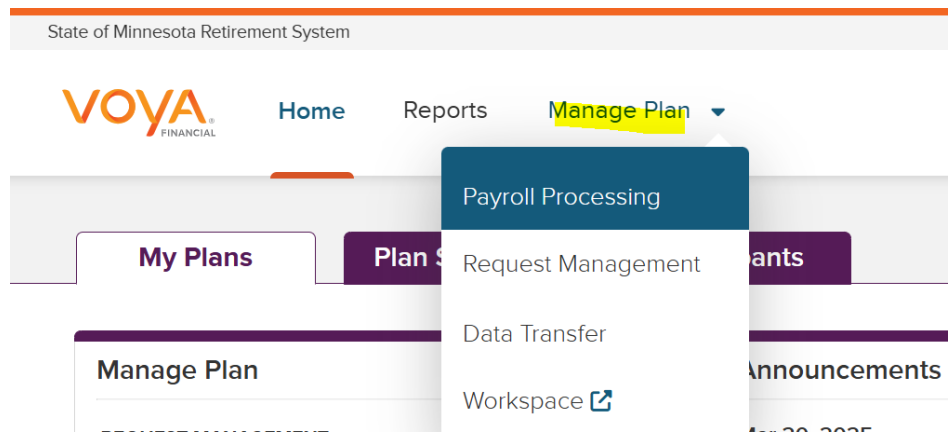
Designated employer contacts will receive an email notification (from voyaretirementservices@voya.com) whenever a new Deferral Feedback Report is available. However, sometimes the email notification is blocked by network firewalls or identified as SPAM. We encourage employer contacts to periodically log into Voya SponsorWeb to view any available Deferral Feedback Reports.

Log On to Voya SponsorWeb

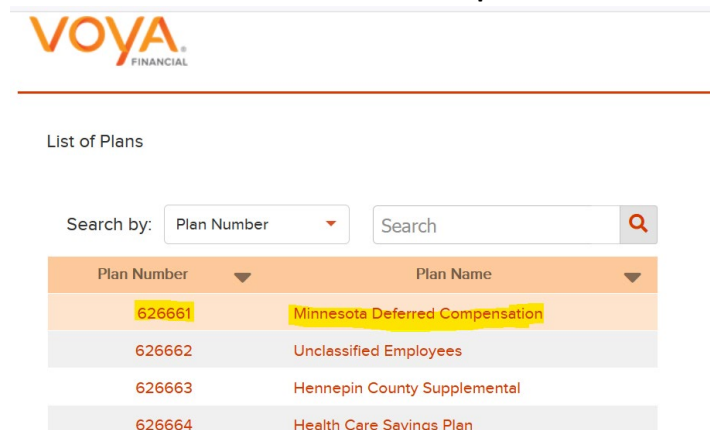
- Visit www.employers.mnretire.gov
- Select Payroll Login in the red box in the upper right-hand corner
- Sign in with the Username and password you created

Access the MNDCP Deferral Feedback Report

Select **Payroll Processing** under the **Manage Plan** tab










Select **62661 Minnesota Deferred Compensation**



Click the **Reports** tile

626661 - MINNESOTA DEFERRED COMPENSATION [Change Plan](#)

Select an operation from the tiles shown below

 Participant Update View/Update participant information	 Batch Participant Update Update multiple participants	 Contributions Process contributions to accounts
 Pending/Submitted Batches Review batch information	 Bank Information Add or update assigned bank	 Transaction History View all the files submitted
 Reports Review generated reports		

File Type should be **Reports**

Activity Period – you can pull previous reports, but this should be **Current Month**

Click **Search**

[Voya PayCloud Home](#) > [Reports Home](#) > Receive Reports and Files

626661 - MINNESOTA DEFERRED COMPENSATION

File Type

Reports

Activity Period

Current Month

File Name

Enter beginning of the file name or the entire file name (e.g. enter loan for your loanrpymt or pyrll for your pyrll_dollar_confirm reports)

File Name

Search

Select the top report listed
Click **Download**

This report will contain any MNDCP contribution amount changes (starts, stops, changes) your employees made either on the MNDCP website, through an MNDCP Deferral Change form or through the MSRS Service Center.
You will need to update your payroll files accordingly.

Voya PayCloud Home > Reports Home > Receive Reports and Files

626661 - MINNESOTA DEFERRED COMPENSATION

File Type

Reports

Activity Period

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Enter beginning of the file name or the entire file name (e.g. enter loan for your loanrpymt or pyrll for your pyrll_dollar_confirm reports)

File Name

Search

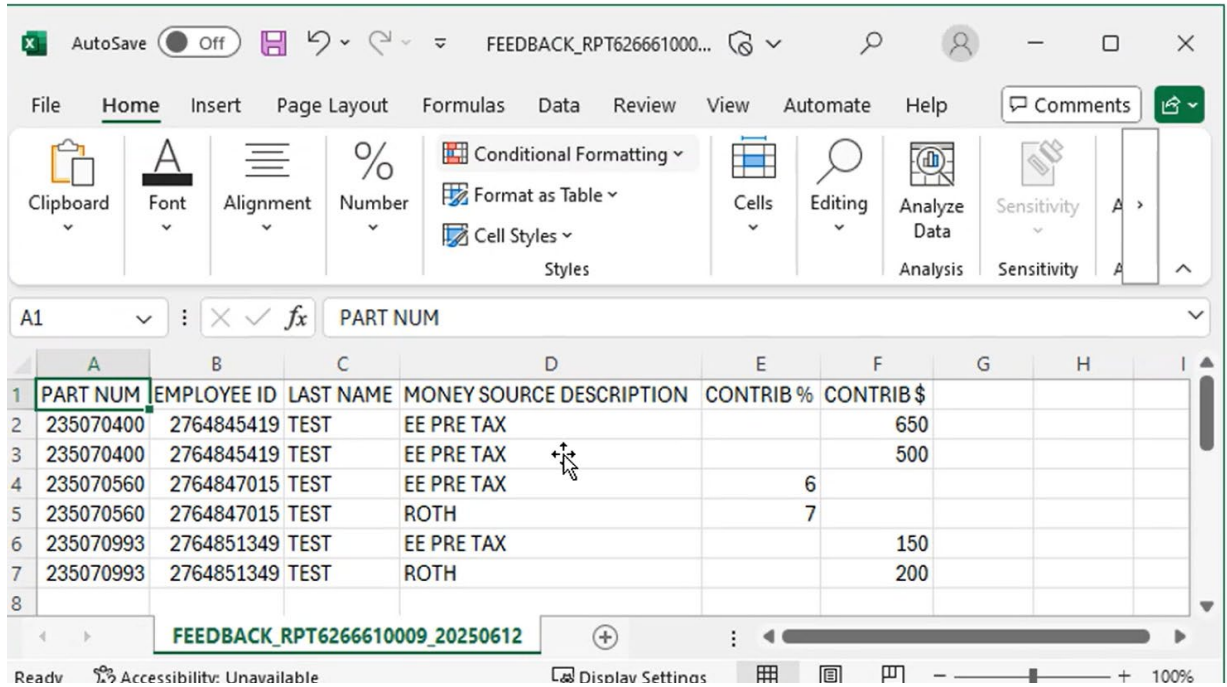
File to download

File Name
FEEDBACK_RPT6266610009_20250604_120604.CSV
FEEDBACK_RPT6266610011_20250604_120606.CSV
FEEDBACK_RPT6266610013_20250604_120608.CSV
FEEDBACK_RPT6266610015_20250604_120609.CSV
FEEDBACK_RPT6266610035_20250604_120611.CSV
FEEDBACK_RPT6266610046_20250604_120612.CSV
FEEDBACK_RPT6266610056_20250604_120614.CSV

Select a file above, then click Download

Download

Sample Deferral Feedback Report



The screenshot displays the Microsoft Excel interface with the 'FEEDBACK_RPT626661000...' file open. The ribbon is set to 'Home', and the active cell is A1, which contains the text 'PART NUM'. The spreadsheet data is as follows:

	A	B	C	D	E	F	G	H	I
	PART NUM	EMPLOYEE ID	LAST NAME	MONEY SOURCE DESCRIPTION	CONTRIB %	CONTRIB \$			
2	235070400	2764845419	TEST	EE PRE TAX		650			
3	235070400	2764845419	TEST	EE PRE TAX		500			
4	235070560	2764847015	TEST	EE PRE TAX	6				
5	235070560	2764847015	TEST	ROTH	7				
6	235070993	2764851349	TEST	EE PRE TAX		150			
7	235070993	2764851349	TEST	ROTH		200			
8									

The status bar at the bottom indicates 'Ready', 'Accessibility: Unavailable', and a zoom level of 100%.

Support Team Contact Information

MSRS Payroll Support

Phone: 651.284.7729

Email: payroll.support@msrs.us