

# BEYOND THE BASICS: NAVIGATING THE HIDDEN COMPLEXITIES OF ESPPS



**Liz Stoudt**, Partner at Infinite Equity  
liz@infiniteequity.com

**Jen Tardif**, Director at Infinite Equity  
jennifer@infiniteequity.com

## ESPPs WHAT & WHY?

An Employee Stock Purchase Plan (“ESPP”) provides a broad-based mechanism for employees to become owners. As organizations strive to attract and retain top-tier talent, employees increasingly seek employers that recognize and reward their contributions.

## STRATEGIC PLAN DESIGN

Safe Harbor Plan	Standard Qualified Plan	“Cadillac” Qualified Plan	Matching Non-Qualified plan	Design Features That Impact Administration
<ul style="list-style-type: none"> <li>Qualified plan with 5% discount</li> <li>No look-back feature</li> </ul>	<ul style="list-style-type: none"> <li>15% discount with look-back most common</li> <li>3 or 6-month purchase periods</li> </ul>	<ul style="list-style-type: none"> <li>15% discount and look-back</li> <li>24-month offering with four 6-month purchase periods</li> <li>Typically have automatic reset or rollover if stock price declines</li> </ul>	<ul style="list-style-type: none"> <li>Greater flexibility and creativity in design than qualified ESPPs</li> <li>Match up to 25% of employee contributions under ISS limits</li> </ul>	<ul style="list-style-type: none"> <li>Eligible Compensation</li> <li>Minimum Contribution</li> <li>Maximum Contribution</li> <li>Intra-Period Contribution Changes</li> <li>Purchase Limitation</li> <li>Fractional Shares</li> <li>Sales Restriction</li> <li>Transfer Restriction</li> </ul>

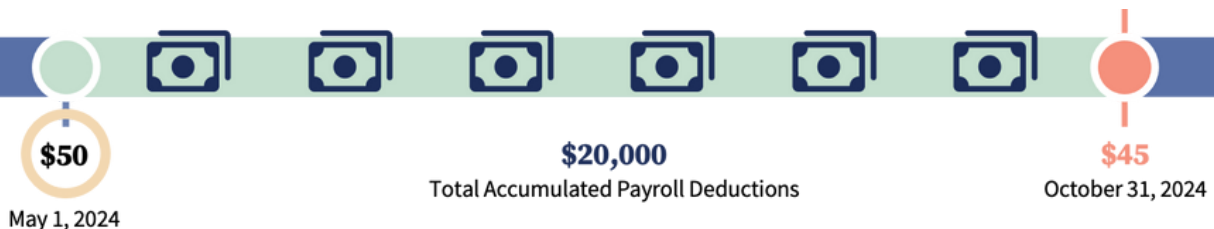
## PAYROLL & ADMINISTRATIVE EFFICIENCIES

### WHAT IS THE 25K LIMIT?

IRS Section 423 imposes a \$25,000 limit on the maximum value of shares that an employee can purchase under a qualified ESPP in a single calendar year.

Value is calculated at the grant date’s market price, not purchase price.

Example: If the fair market value at grant is \$100/share, the employee can purchase up to 250 shares (\$25,000/\$100).



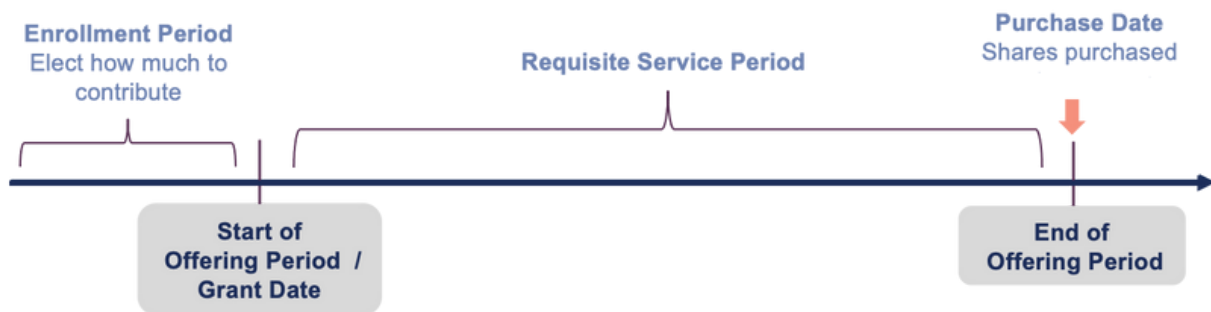
# BEYOND THE BASICS: NAVIGATING THE HIDDEN COMPLEXITIES OF ESPPS

## ACCOUNTING CONSIDERATIONS

The accounting for ESPPs depends on the features of the plan, or the benefits a company offers. This applies regardless of whether the plan is qualified or non-qualified.



## TIMING OF EXPENSE RECOGNITION



## GLOBAL EXPANSION STRATEGIES

### US: QUALIFIED PLAN GLOBAL: NONQUALIFIED PLAN

- Preferential tax treatment in U.S.
- Main features of program are the same globally
- Global jurisdictions may see lower participation rates due to tax treatment

### WHERE AVAILABLE: QUALIFIED PLAN ELSEWHERE: NONQUALIFIED PLAN

- Preferential tax treatment everywhere available, not just US
- Approach commonly used by larger multinational companies.
- Administratively the most challenging approach

### NON-QUALIFIED PLAN EVERYWHERE

- Globally unified benefit
- Simplest approach administratively because of similarity of plans and tax treatment
- Less favorable tax treatment for U.S. employees, but administratively simpler.