BenefitsandBEYOND
A Virtual Workshop Series

CHURCH PENSION GROUP
Passionate About Our Purpose

Paying Your Bills Online

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BenefitsandBEYOND

What We'll Learn

01   What Benefits Bill Pay Is

02   How to Get Started

03   Paymentus Demonstration

04   Where to Find Support

05   Recap and Next Steps

Benefits
and
BEYOND

01 What Benefits Bill Pay Is

Benefits Bill Pay: A Better Way to Manage CPG Benefits
Mandatory change that can save you hours

- No more paper bills, paper checks, or lockboxes

- 24/7 access, faster processing

- Convenient and secure

Benefits Bill Pay: Self-Service Solution

Powered by Paymentus

- Pension assessments (defined benefit plans), group health, group life, disability (GHLD)

- Access Benefits Bill Pay by signing in to a CPG web account

02

How to Get Started

GET READY!

Ensure Access to Benefits Bill Pay

Who needs access?

- Anyone responsible for viewing, approving, or paying benefits bills

- Assigned one of two roles in My Admin Portal (MAP)*:
  - Institution Administrator
  - **New!** Benefits Bill Payer

* The functionality that will be visible to users will vary depending on assigned role.

Ensure Access to Benefits Bill Pay
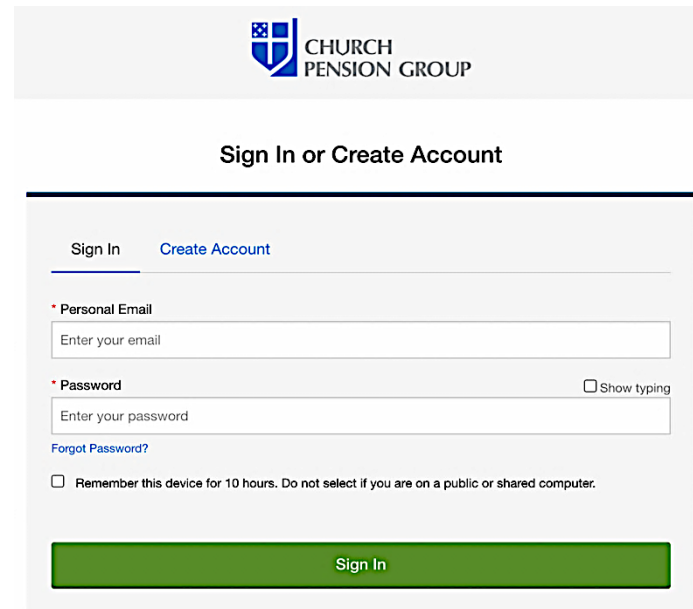
GET READY!

How to get access

- Contact your Diocesan Administrators

- Institution Administrator can also assign Benefits Bill Payer role

The role is available NOW!

Accessing My Admin Portal (MAP)
Setting up a CPG web account now for MAP access

- **Personal** email to access your CPG web account
  - Must be unique to you because it is your username
- **Business** email to receive billing notifications
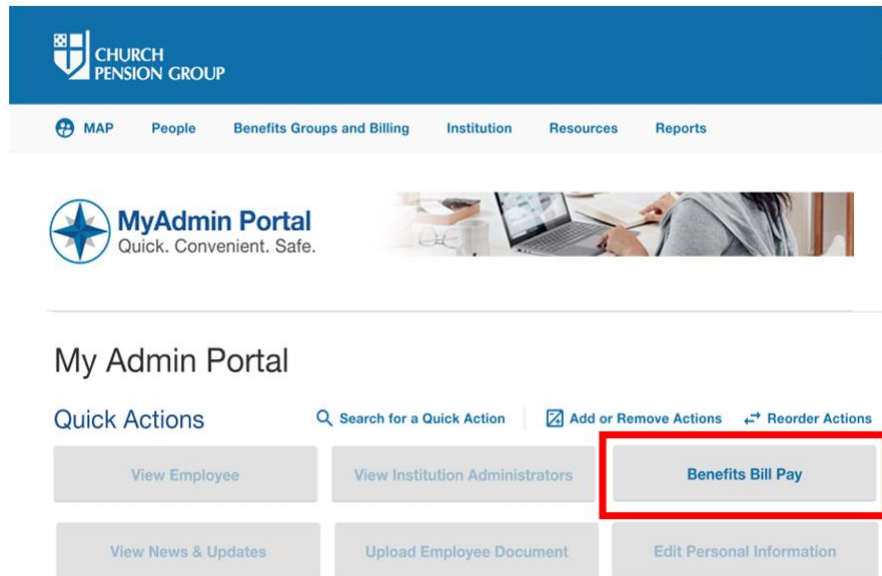 - Can be a shared inbox

Email Notifications
Secure, quick, convenient

- Starting in October 2025:
  - Email notification of benefits invoices
- Log into MyCPG Accounts: *cpg.org/map*
- Select the **Benefits Bill Pay** button

03 Paymentus Demonstration

Paymentus Demonstration

**Peter Boyle
Business/Solutions
Paymentus**

Peter is an architect of payment systems. He focuses on understanding client needs and customizing solutions to fit how clients work.

04 Where to Find Support

Where to Find Support

Dedicated webpage on Administrators' Resource Center (ARC)

cpg.org/benefitsbillpay

- Latest updates

- FAQs

- Links to learning resources

- Access to training module

Where to Find Support

Training Module

cpg.org/benefitsbillpay

- Self-guided

- Training resource: Technical walkthrough that demonstrates "how to"

Online Benefits Bill Pay

START COURSE
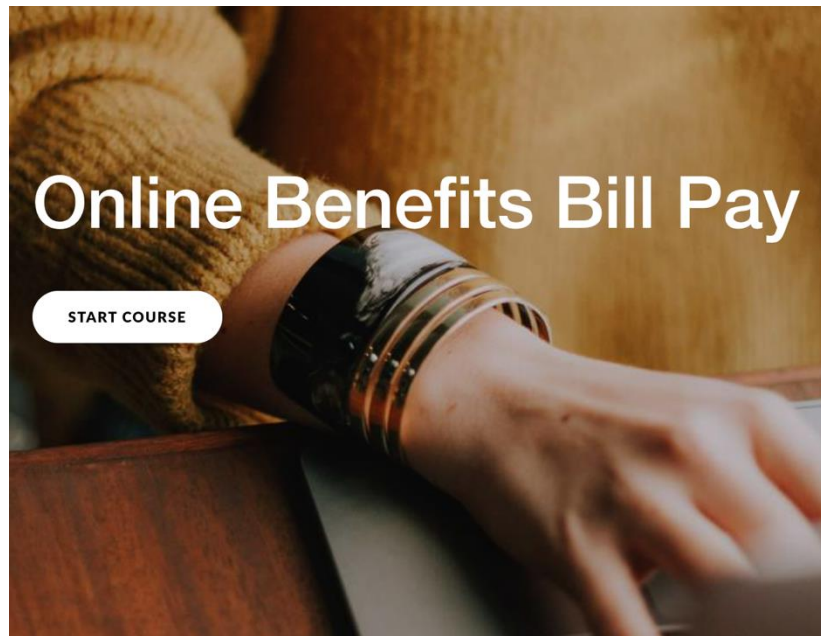
Where to Find Support

Church Pension Group Client Services

For questions about your invoice and billing details

- 855-215-5990

  Monday to Friday,
  8:30 AM to 8:00 PM ET

- *admin-assist@cpg.org*
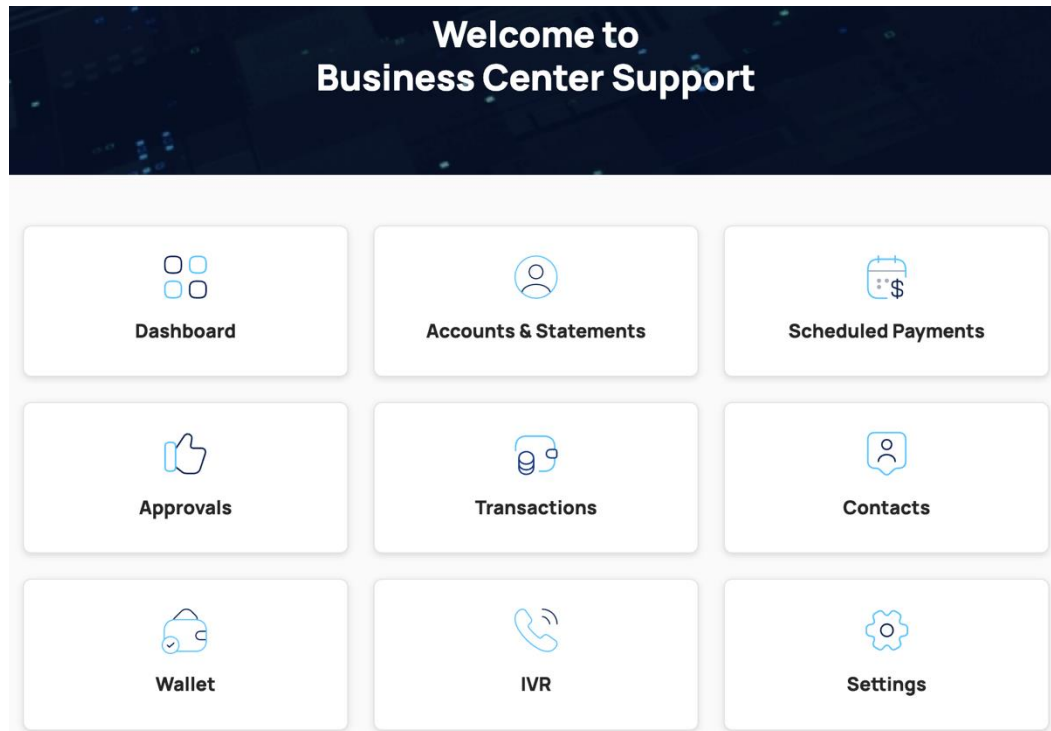
- Provide your Client Number (see invoice)

Paymentus (live October 1, 2025)

For technical questions about accessing the Paymentus system

- 980-987-7445

  Monday to Friday, 8:00 AM to Midnight ET;
  Saturday, Sunday, 8:00 AM to 5:00 PM ET

- *customercare@paymentus.com*

- Provide the Account Number (unique to the invoice)

Paymentus Business Center

All in one place

05 Recap and Next Steps

Recap and Next Steps

- Make sure your institution has an assigned bill payer (Institution Administrator or Benefits Bill Payer)

- Ensure that those individuals can access MAP. If not, create a CPG web account to be ready

- Familiarize yourself with the training module and other resources at *cpg.org/benefitsbillpay*

Let Your Bank Know

- Paymentus is a new payee

- If you use your banking institution's digital security tool (similar to Positive Pay):
  - Follow your bank's instructions
    - Originating company name: Paymentus
    - Paymentus originator ID: 0000000160

Making a Payment

- Payment methods
  - Bank transfer (e-check): Account holder name, account number, routing number
  - Debit card: First and last name on the card, card number, expiration date, CVV
- Save the details in the Paymentus digital wallet (optional)

CPG Benefits & Beyond Administrator Resources

Register for upcoming virtual workshops and access on-demand recordings and resources on the Webinars & Events page at *cpg.org/arc*

Questions and Discussion

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