



## Benefits—Standard to Offer

Information provided by the Center for Nonprofit Management 2009 Compensation and Benefits Survey for Southern and Central California. To purchase a survey or for more information, visit their website at <http://www.cnmsocal.org/>. Reprinted with permission.

277 nonprofit organizations in Southern and Central California participated in this survey. Participants provided salary data effective as of January 1, 2009.

### Compensation Practices

#### Salary Increase Practices

Salary Increase Practice	% of Organizations
Merit/ Performance	77%
Across the Board	17%
Cost of Living	39%
Length of Service	15%

#### Incentive Pay or Bonuses

Employee Group—Bonus Eligible	% of Organizations
Executive Director	42%
Management Staff	30%
Professional Staff	25%
Support and Administrative Staff	24%

### Employment Practices

#### Time-Off Practices

The primary methods reported for providing time-off benefits to employees are:

- Separate vacation, sick leave and holiday benefits (83%)
- Paid time off (15%)

Of the respondents who have part-time employees, 85% indicate that their part-time employees are eligible for paid time off benefits.



## Separate Vacation, Sick Leave and Holidays—All Employees Receiving the Same Benefit

The survey results show that 71% of participants provide the same benefit to both exempt and non-exempt staff, AND accrue vacation, holiday and sick leave separately:

All Staff Years of Service	Vacation Days	Sick Leave	Holiday	Personal Days	Total Days
First Year	10.2	9.1	10.6	1.2	31.1
Second Year	11.3	9.1	10.6	1.2	32.2
Third Year	12.5	9.1	10.6	1.2	33.4
Fourth Year	13.5	9.1	10.6	1.2	34.4
Fifth Year	14.8	9.1	10.6	1.2	35.7
Sixth to Ninth Years	16.7	9.1	10.6	1.2	37.6
Tenth Year	18.3	9.1	10.6	1.2	39.2
Eleventh Year +	19.2	9.1	10.6	1.2	40.1

## Separate Vacation, Sick Leave and Holidays—Exempt and Non-Exempt Staff Receiving Different Benefits

The survey results show that 12% of participants provide different benefits to exempt and non-exempt staff, AND accrue vacation, holiday and sick leave separately, as detailed in the following two tables:

Exempt Staff Years of Service	Vacation Days	Sick Leave	Holiday	Personal Days	Total Days
First Year	15.5	10.1	11.3	0.8	37.7
Second Year	16	10.1	11.3	0.8	38.2
Third Year	16.6	10.1	11.3	0.8	38.8
Fourth Year	17.7	10.1	11.3	0.8	39.9
Fifth Year	18	10.1	11.3	0.8	40.2
Sixth to Ninth Years	19.8	10.1	11.3	0.8	42
Tenth Year	20.7	10.1	11.3	0.8	42.9
Eleventh Year+	21.2	10.1	11.3	0.8	43.4

Non-Exempt Staff Years of Service	Vacation Days	Sick Leave	Holiday	Personal Days	Total Days
First Year	10	10.1	11.3	0.8	32.2
Second Year	10.7	10.1	11.3	0.8	32.9
Third Year	11.4	10.1	11.3	0.8	33.6
Fourth Year	12.4	10.1	11.3	0.8	34.6
Fifth Year	13.4	10.1	11.3	0.8	35.6
Sixth to Ninth Years	15.6	10.1	11.3	0.8	37.8
Tenth Year	17.1	10.1	11.3	0.8	39.3
Eleventh Year+	18.1	10.1	11.3	0.8	40.3



## Insurance and Retirement Benefits

### Insurance Coverage Offered

Ninety-six percent of survey participants offer some type of insurance to employees, at an average cost to the organization of \$426 per employee per month. In 2008, the average cost to the organization was reported to be \$412 per month.

<b>Types of Medical Insurance Offered</b>	<b>% of Organizations Offering</b>
Health Maintenance Organization (HMO)	86%
Point of Service Plan (POS)	58%
Preferred Provider Organization (PPO)	11%
Do not provide insurance	4%
<b>Other Types of Insurance Offered</b>	
Dental Care Insurance	84%
Vision Care Insurance	65%
Life Insurance	66%
Long-Term Disability Insurance	45%
Long-Term Care Insurance	21%
Do not provide other types of insurance	12%

### Employer Contribution—HMO Insurance (Traditional Plans)

Results show that all respondents who offer HMO coverage pay at least half of the premium cost *for the employee*, and 64% pay the entire premium cost *for the employee*.

<b>HMO—Employee Health Insurance</b>	
<b>Employer Contribution</b>	<b>% of Organizations (out of 222)</b>
Pay 100% of premium	64%
Pay 90-99% of premium	10%
Pay 80-89% of premium	14%
Pay 70-79% of premium	9%
Pay 60-69% of premium	1%
Pay 50-59% of premium	2%
Pay less than 50% of premium	0%



Just 26% of respondents pay at least 50% of the cost of HMO coverage for the employee’s dependents. This is slightly higher than last year’s response of 22%.

<b>HMO—Dependent Health Insurance</b>	
<b>Employer Contribution</b>	<b>% of Organizations (out of 222)</b>
Pay 100% of premium	5%
Pay 90-99% of premium	1%
Pay 80-89% of premium	4%
Pay 70-79% of premium	5%
Pay 60-69% of premium	2%
Pay 50-59% of premium	9%
Pay from 1-49% of premium	3%
Do not pay any of the premium	71%

For HMO plans, the average co-payment was \$18, a slight increase over the 2008 HMO co-payment of \$17.50.

**Employer Contribution—Life Insurance Benefits**

Eighty-nine percent (89%) of respondents that provide **life insurance** for their staff pay the entire premium for their employees. Eight percent (8%) do not pay any of the premium.

**Employer Contribution—Long-Term Disability**

Eighty percent (80%) of respondent that provide **long-term disability** insurance for their staff pay the entire premium for their employees. Fifteen percent (15%) do not pay any of the premium.

**Employer Contribution—Long-Term Care**

Twenty-seven percent (27%) of respondents that provide **long-term care** insurance for their staff pay the entire premium for their employees. Sixty-nine percent (69%) do not pay any of the premium.

**Domestic Partner Benefits**

Eighty percent (80%) of respondents offer medical insurance coverage to domestic partners of employees.



### Part-Time Employee Benefits

Of the respondents who have part-time employees, 75% indicate that their part-time employees are eligible for medical insurance coverage as long as they maintain a minimum number of hours per week (on average, 27 hours per week), while 4% make benefits available to employees regardless of the number of hours worked. The remaining 21% cover only full-time employees.

Forty-five percent (45%) of respondents offer full benefits to qualifying part-time employees while 55% pro-rate those benefits based on the hours worked, provided the employee maintains the minimum requirement.

### Retirement Benefits

Eighty-two percent (82%) of survey participants indicate they offer some type of retirement benefit to their employees.

### Retirement Benefits—Contributions

Of the organizations that contribute to the funding of the retirement benefit, 87% base their contribution on a percentage of the employee’s salary and 8% use a flat dollar amount.

Type of Cap on Contribution	# of Organizations (out of 173)	Average Cap
% of salary	151	4.89%
Flat dollar amount	13	\$2,533
Other	9	