



Policy: Incentive Compensation

ChildNet Number: CN 009.038
Original Approved Date: June 16, 2010; February 11, 2026
Policy Revised Date(s):
Policy Sunset Date:
COA Standard(s): FIN 8.01, HR 4.02, 5.03

Statement of Policy:

Financial incentives, including merit-based pay increases, are offered to ChildNet employees.

Board Chair's Signature: Joseph Penza Date: 2/27/26



Procedure: Incentive Compensation

ChildNet Number: CN 009.038

Original Approved Date: June 16, 2010

Procedure Revised Date(s): August 22, 2014; February 11, 2026

Procedure Sunset Date:

COA Standard(s): FIN 8.01, HR 4.02, 5.03

Definitions:

Statement of Procedure:

ChildNet offers a Pay-for-Performance Merit based incentive compensation program that is available to its employees. The incentive compensation is dependent upon the availability of funds.

A. Pay-for-Performance Merit Program

1. ChildNet has implemented a Pay-for-Performance Merit Program as part of its compensation package.
2. The Merit Program is based on an annual available pool for merit increases, contingent upon the availability of funds for the corresponding fiscal year.
3. The total amount available in the pool shall be determined by the Chief Executive Officer (CEO).
4. The Human Resources Officer shall create and maintain a merit schedule that lists specific merit increase percentage ranges based on:
 - i. The result of an employee's annual performance appraisal.
 - ii. The employee's placement in the salary range for his or her position.
5. Human Resources provides the Chief Executive Officer, Chief of Staff, and Chief Financial Officer with a merit incentive worksheet that identifies each staff member, the employee's score on his or her most recent performance appraisal, and the performance appraisal range that the employee's score falls within. The merit incentive worksheet lists the recommended increase range for each employee, if any, and calculates the annual costs of the increase based on the employee's anticipated date of increase for the balance of the fiscal year.



6. The merit incentive worksheet is reviewed by the Chief Executive Officer, Chief of Staff, and Chief Financial Officer for consideration in determining annual merit-based compensation. Final approval is determined by the Chief Executive Officer.

President's Signature:  Date: 2/27/26