Nonprofit Organizations
New York State
Salary & Benefits Report
2015 Nonprofit Organizations
New York State Salary and Benefits Report

Collaborating Partner

Based on a Salary and Benefits Survey of Nonprofit Organizations in the U.S.A.,
Authored and Administered by

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Bluewater Nonprofit Solutions is a leading provider of salary and benefits surveys, management and information technology consulting, and credit card processing to nonprofit organizations. Their leading edge survey tools offer unlimited customization and flexible reporting options that allow quick, affordable tailoring of a survey to meet the needs of any associations, industry groups, professional societies, or chambers of commerce. Bluewater was founded by former nonprofit executives, and was created out of their deep knowledge and experiences providing day-to-day leadership within charitable organizations for more than 25 years. To learn more, visit www.bwnps.com.

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   - Accounts Receivable Manager/Supervisor Position
   - Assistant Controller/Assistant Dir. of Accounting Position
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   - Shelter Supervisor Position

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   - Human Resources Assistant Position
   - Human Resources Director/Manager Position
   - Human Resources Generalist Position
   - Payroll Clerk Position
   - Payroll Manager Position
   - Recruiter Position

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   - Donor Information and Gift Processing Manager Position
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- **Chancellor/President**
- **Chief Operating Officer/Associate Executive Director**
- **Executive Vice President**
- **Chief Administration Officer**
- **Chief Advocacy Officer**
- **Chief Development Officer**
- **Chief Financial Officer**
- **Chief Human Resources Officer**
- **Chief Information Officer**
- **Chief Marketing Officer**
- **Chief Medical Officer**
- **Chief Program Officer**
- **Chief Scientific Officer**
- **Chief of Staff**

## Executive Employment Agreements
- **Chief Executive Officer/President/Executive Director**
- **Chancellor/President**
- **Chief Operating Officer/Associate Executive Director**
- **Executive Vice President**
- **Chief Administration Officer**
- **Chief Advocacy Officer**
- **Chief Development Officer**
- **Chief Financial Officer**
- **Chief Human Resources Officer**
- **Chief Information Officer**
- **Chief Marketing Officer**
- **Chief Medical Officer**
- **Chief Program Officer**
- **Chief Scientific Officer**
- **Chief Of Staff**

## Wage Conversion Tables

## Glossary of Terms
Introduction

Developing the Survey
The 2015 Nonprofit Organizations Salary and Benefits Survey was designed to address the unique compensation and benefit practices of nonprofits in the U.S.A. Prior to developing the survey, extensive research was completed to ensure the survey reports would satisfy the needs of the nonprofit sector. The survey used a state-of-the-art online questionnaire to collect total cash compensation data on 311 nonprofit specific positions from entry-level to executive directors. Where possible, detailed benefits information was collected to cover plan costs, participation rates and eligibility for medical, dental, vision, life, disability, and retirement plans. More than 34 general benefit offerings from employee leave to telecommuting are covered as well. An executive benefits section provides additional information on these benefits and on employment agreements.

Data Effective Date
Survey participants were asked to provide responses to all survey questions with data that was valid for their organization as of September 15, 2014.

Data Sources
Participation in the survey was open to all U.S. based nonprofit organizations with at least 1 full time employee working 30 or more hours per week. All Data within the 2015 Nonprofit Organizations Salary and Benefits Reports were obtained directly from nonprofit organizations. As a condition to participating in the survey, each participant was asked to verify that they were an employee that had been authorized by their organization to provide the information requested in the survey. Additionally, they acknowledged that they would provide accurate survey information for their organization. No third party data was used in this report.

Data Confidentiality
All questionnaire data have been handled in the strictest confidence by Bluewater Nonprofit Solutions. The data within this report is presented in aggregate to protect the confidentiality of participating organizations. In the case where data specific to a particular organization could possibly be identified, the results have not been published or the presentation of the data has been changed to protect the identity of the organization.
Survey Data Collection

Data was collected through an online questionnaire on the Bluewater Nonprofit Solutions’ website. Nonprofits were invited to complete the survey from September 23rd through December 17th, 2014. The data was re-opened for New York participants only from March 11th to March 25th, 2015 in an effort to get more New York participants. Prior to completing the questionnaire, participants were asked to register and verify that they were authorized by their organizations to complete the survey.

Survey Participation

Participation in the survey was promoted through a variety of channels. The NonProfit Times invited its subscribers to participate in the survey through a series of vehicles including email communications, social media, advertisements on its website, and print and electronic advertisements in its magazines, newsletters and publications. Bluewater Nonprofit Solutions promoted participation in the survey to its customers and other nonprofit organizations through emails, social media, and by advertising on its website. Additionally, the New York Council of Nonprofits (NYCON) invited their members to participate in the survey.

Survey Completion

Organizational Data

Survey participants were asked to provide information about their nonprofit organization to make it possible for the survey results to be displayed by operating budget size, number of full-time employees, geographic region, and field of work (based on the classifications in the National Taxonomy of Exempt Organizations). These data are used extensively throughout the report.

Position Matching and Entering Compensation Data

Prior to completing the compensation section of the questionnaire, participants were asked to match the organization’s positions to benchmark jobs found in one of 28 job families. Job families are used to group relevant jobs together by functional area of responsibility (e.g., all jobs related to income development). The survey questionnaire made use of benchmark jobs during the position matching process to accommodate the many differences between the size, field, and programs offered by various nonprofit organizations. Because of these differences, similar job titles used across multiple organizations are likely to have differing levels of responsibility and scope associated with them. The use of benchmark jobs helps level the playing field by asking survey participants to match their organization’s positions to a predefined list of positions using job descriptions, not job titles.

Once the appropriate benchmark jobs were selected, participants were asked to enter compensation data for each position. They were instructed to enter data for full-time employees only and to match each employee to only one benchmark job description. If more than one employee was being reported for a position, participants were asked to provide average annual compensation data for the group. The
majority of the fields on the position entry page were mandatory to ensure data completeness. Participants were given the option to enter the position title used by their organization.

Organizations that completed the survey by the deadline were provided a complimentary Executive Summary report of the survey results and were given a discount on the purchase price of the full survey report.

**Understanding what Survey Responses are Displayed**

The online survey questionnaire was designed with functionality and tools that helped survey participants provide accurate data. A series of business rules were used during the data entry process. These business rules help improve the quality of the survey data by providing data validation in real time. Once participation in the survey was closed, a series of additional data quality checks are made. Survey participants were contacted directly to verify suspect responses, and changes were made to these survey participants’ data as necessary.

Salary data was not collected for part-time positions. However, the data can be used as a starting point for determining part-time pay by calculating a percentage of the base salary amount reported in the data.

As part of the quality control process, data display rules are used to determine what information is presented throughout the report. The following data display guidelines are utilized throughout the report.

**Position Data Titles Removed For Insufficient Data**

Individual job title reports are not displayed where fewer than 5 organizations have provided a response. In cases where fewer than 5 responses are available, the data is still used for the aggregated data reporting in the Job Family and Operating Unit Compensation Costs & Practices reports.

**Survey Responses Not Displayed**

Survey responses are displayed as a hyphen (-) in cases where data is not available or where an insufficient number of organizations provided a response to the survey question. In the case where a zero is displayed, this data should be considered valid and the response accurate.

**Displaying Statistical Data (AVG, MIN, 25th PCTL, Median, 75th PCTL, MAX)**

The key statistical measures of Average (AVG), Minimum (MIN), 25th Percentile (25th PCTL), Median (50th PCTL), 75th Percentile (75th PCTL), and Maximum (MAX) are used to display data throughout the report. In cases where fewer than 4 organizations have provided valid data, only the AVG field will display data. All other statistical fields will display a hyphen (-) when data is not available.

Throughout the report, survey responses will be displayed as numbers unless otherwise indicated by the use of a percentage (%) or dollar ($) sign.
Overview of Survey Participants

Characteristics of Participating Organizations

This section provides information about the 213 nonprofit organizations in the State of New York that completed the 2015 Nonprofit Organizations Salary and Benefits Survey. These organizations provided detailed information on benefit practices and compensation data on 141 different nonprofit positions. The tables in this section provide an overview of the participants based upon where they are located, their operating budget size, field of services and the number of full time staff they employ.

<table>
<thead>
<tr>
<th>Field of Work</th>
<th>Number of Organizations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts, Culture, and Humanities</td>
<td>49</td>
</tr>
<tr>
<td>Education</td>
<td>16</td>
</tr>
<tr>
<td>Environment and Animals</td>
<td>8</td>
</tr>
<tr>
<td>Health</td>
<td>25</td>
</tr>
<tr>
<td>Human Services</td>
<td>80</td>
</tr>
<tr>
<td>International, Foreign Affairs</td>
<td>1</td>
</tr>
<tr>
<td>Public, Societal Benefit</td>
<td>22</td>
</tr>
<tr>
<td>Religion Related</td>
<td>3</td>
</tr>
<tr>
<td>Mutual, Membership Benefit</td>
<td>3</td>
</tr>
<tr>
<td>Unknown, Unclassified</td>
<td>4</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Geographic Region</th>
<th>Number of Organizations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central</td>
<td>29</td>
</tr>
<tr>
<td>Central Southern Tier</td>
<td>18</td>
</tr>
<tr>
<td>Greater Capital</td>
<td>29</td>
</tr>
<tr>
<td>Hudson Valley</td>
<td>22</td>
</tr>
<tr>
<td>New York City</td>
<td>82</td>
</tr>
<tr>
<td>Western</td>
<td>31</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Full-Time Employees</th>
<th>Number of Organizations</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-10</td>
<td>111</td>
</tr>
<tr>
<td>11-25</td>
<td>32</td>
</tr>
<tr>
<td>26-50</td>
<td>22</td>
</tr>
<tr>
<td>51-100</td>
<td>22</td>
</tr>
<tr>
<td>101 or more</td>
<td>30</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Operating Budget</th>
<th>Number of Organizations</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0 - $499,999</td>
<td>54</td>
</tr>
<tr>
<td>$500,000 - $999,999</td>
<td>32</td>
</tr>
<tr>
<td>$1,000,000 - $3,999,999</td>
<td>62</td>
</tr>
<tr>
<td>$4,000,000 - $8,999,999</td>
<td>30</td>
</tr>
<tr>
<td>$9,000,000 or More</td>
<td>33</td>
</tr>
</tbody>
</table>
Survey Participants

1891 Fredonia Opera House
Action Against Hunger
Adirondack Health Institute
Adirondack Historical Association
Adirondack Mountain Club
Agricultural Stewardship Association
AIM Services Inc
Al Sigl Community of Agencies
Albany Housing Coalition, Inc.
Allegany County United Way
Alzheimer’s Association
Amas Musical Theatre
American-Scandinavian Foundation
Arc of Monroe
Arc of Onondaga
Arts Guild of Old Forge, Inc.
Asia Catalyst
ASPCA
Association to Benefit Children
ATOC
Binghamton Philharmonic
Bond Street Theatre
Brooklyn Bridge Park Conservancy
Brooklyn Historical Society
Broome County Arts Council
Capabilities Partnership, Inc.
CAPTAIN Youth and Family Services
CASA of Livingston County, Inc.
CASA of Rochester/Monroe County
Catholic Charities Community Services
Catholic Charities Disabilities Services
Cattaraugus County Arts Council
Cattaraugus Development Corporation
Cause Effective
Center for Architecture Foundation
Child Care Coordinating Council of the North Country, Inc.
Child Care Council, Inc.
Child Care Solutions, Inc.
Child Development Council of Central New York, Inc.
Chinese Methodist Center Corporation
Classroom, Inc.
Clubhouse International
Colonie Senior Service Centers, Inc.
Commerce Chenango, Inc.
Community Arts Partnership of Tompkins County
Community Dispute Resolution Center, Inc.
Community Foundations of the Hudson Valley
Community Services for the Developmentally Disabled
Cora Dance
Crime Victims Assistance Center, Inc.
Crossroads House
Crown Heights Service Center, Inc.
Demos
Dextra Baldwin McGonagle Foundation
DoSomething.org
EAP of WWS Counties, Inc.
Early Care and Learning Council
Emelin Theatre
Empire State Youth Orchestras
Erie County Council for the Prevention of Alcohol and Substance Abuse
Families First in Essex County, Inc.
Family Justice Center of Erie County
Family Planning of South Central New York, Inc.
Family Services
Family Services of Westchester, Inc.
FEGS
First Presbyterian Church of Albany
FLHSA
Friends of Clermont
Friends of Seniors of Dutchess County Corporation
Friends of Tilonia, Inc.
Friends of Van Cortlandt Park
Friends of Van Cortlandt Park
Fulton Friendship House, Inc.
Gay Alliance
Good News Foundation of Central New York
Goodwill Industries of Greater New York & Northern New Jersey, Inc.
Grace Church Community Center
Grace Smith House, Inc.
Greene County Council on the Arts, Inc.
Habitat for Humanity of New York State
Hamptons International Film Festival
HANAC Harmony Innovative Senior Center
Handicapped Children's Association
Hanford Mills Museum
Hearing and Speech Center of Rochester, Inc.
Hearts and Hands-Faith in Action, Inc.
Hemophilia Association of New York, Inc.
Her Justice
Herkimer County HealthNet, Inc.
Holy Childhood
Hudson River Maritime Museum
Hudson Valley Shakespeare Festival
Human Development Services of Westchester
Huntington Arts Council, Inc.
Huther Doyle Memorial Institute, Inc.
Hyde Hall
Imaginarium Children's Museum
Institute for Human Services
Interfaith Partnership for the Homeless
International Film Seminars, Inc.
International Rescue Committee
Ithaca Health Alliance, Inc.
Jewish Community Center of Binghamton
John W. Lavelle Preparatory Charter School
Keen Company
Lake Forest Senior Living Community, Inc.
Lakeside House
Leadership Greater Syracuse
League of Women Voters of New York State
Legal Aid Society of Northeastern New York
Legal Services of the Hudson Valley
Liberty Resources, Inc.
Lifespan of Greater Rochester, Inc.
Literacy Council of New York
Long Island Traditions
Meals on Wheels of Chemung County, Inc.
Meals on Wheels of Syracuse
MHA of Rockland
Millbrook School
MISN
Mohawk Valley Resource Center for Refugees, Inc.
Mohonk Preserve, Inc.
MOMMAs, Inc.
Mom's House of Johnson City, New York
National Guild for Community Arts Education
National Multiple Sclerosis Society
Nazareth Housing, Inc.
NELLCO Law Library Consortium, Inc.
New York Association on Independent Living
New York Foundation
New York State Literary Center
New York Youth Symphony
Newburgh Interfaith/Project L.I.F.E.
Niagara County Historical Society
Northern New York Cerebral Palsy Association
North Shore Animal League America
Northern Regional Center for Independent Living, Inc.
NYSARC Inc., Broome-Tioga County Chapter d.b.a. ACHIEVE Occupations, Inc.
On Point for College, Inc.
Opportunities for Otsego, Inc.
Palace Performing Arts Center, Inc.
Parkside Community Association
Parkway Center
Peconic Land Trust
Pencils of Promise
Prisoners' Legal Services of New York
Pro Action Of Steuben and Yates, Inc.
Putnam County Housing Corporation
Putnam Family and Community Services, Inc.
Rainbow Heights Club
Refugee and Immigrant Support Services of Emmaus
Resource Center for Accessible Living, Inc.
Rockland Center for the Arts
Roycroft Campus
RUPCO
Safe Harbors of the Hudson, Inc.
Saint Dominic's Home
Salvadori Center
Saratoga County Economic Opportunity Council, Inc.
Scleroderma Foundation Tri-State Chapter
Sculpture Space, Inc.
Seneca Trail RC&D
Seven Valleys Health Coalition
Snow Belt Housing Company, Inc.
Southern Adirondack Child Care Network
Spark Media Project
START Treatment & Recovery Centers
Stony Brook Child Care Services, Inc.
Teachers & Writers Collaborative
Temple Chaverim
The Arts Center of the Capital Region
The Bronx Council on the Arts
The Center for Community Justice
The Children's Agenda
The Elizabeth Foundation for the Arts
The Eye-Bank for Sight Restoration, Inc.
The Lesbian, Gay, Bisexual and Transgender Community Center
The Little Orchestra Society/Orpheon, Inc.
The Marfan Foundation, Inc.
The Play Company
The Present Theatre Company, Inc.
The Single Parent Resource Center
The Stony Brook School
The Tank
Tompkins Community Action, Inc.
True Community Development Corporation
United Way of Broome County
United Way of Buffalo & Erie County
United Way of the Dutchess-Orange Region
Vera House, Inc.
VISIONS/Services for the Blind and Visually Impaired
Vital Theatre Co., Inc.
Voelker Orth Museum
Volunteer Consulting Group, Inc.
Warren Washington Association for Mental Health, Inc.
Wellspring Incorporated as Domestic Violence and Rape Crisis Services of Saratoga County
Western New York Library Resources Council
Westhampton Beach Performing Arts Center
Willie Mae Rock Camp for Girls
WNY Independent Living, Inc.
World Music Institute
Writers & Books
Youth Enrichment Services
Youth Shelter Program of Westchester, Inc.
YWCA Mohawk Valley
YWCA Westfield
Guide to Locating and Using the Report Data

Finding and Using the Compensation Data

This section will help you understand what information is available within the compensation reports and where to find it. Each report section presents unique information that can be used to quickly assess market competitiveness and benchmark compensation practices. The compensation data is organized and displayed through four different reports. When used in combination, the report sections provide a comprehensive view of compensation practices throughout all levels of an organization.

Quick Guide to the Compensation Report Sections

<table>
<thead>
<tr>
<th>Type of Information Needed</th>
<th>Where to Find the Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ Salary and bonus information for a single position</td>
<td>• Individual Job Title Reports</td>
</tr>
<tr>
<td>✓ Compensation data for a department or group of related positions</td>
<td>• Job Family Reports</td>
</tr>
<tr>
<td>✓ Compensation data for all positions within the organization</td>
<td>• Operating Unit Compensation Costs &amp; Practices Report</td>
</tr>
<tr>
<td>✓ Employee data and compensation practices for the whole organization</td>
<td>• Employee Turnover &amp; Salary Increases Report</td>
</tr>
</tbody>
</table>

The information available within each report section is presented by multiple views to allow for easy comparisons against relevant peer organizations by geographic location, operating budget, or field of work. Each compensation segment below contains a brief description of the information available within the report section. Look for the *Suggested Uses for the Data* component for recommendations and guidance on how the data might be used for comparison purposes.

**Individual Job Title Reports**

Individual Job Title reports provide base salary, bonus information, and total cash compensation data for a specific position title including:

- Benchmark Job Description Used for the Position
- Total Number of Organizations Reporting Data for the Position
- Average Number of Full-Time Employees within the Position
- Average Number of Years Employed with the Organization
- Base Salary Compensation Statistics
- Percentage of Organizations Offering Bonus Pay
- Percentage of Employees Receiving Bonus Pay
- Maximum Bonus Offered
- Average Bonus Pay Received
- Total Cash Compensation Statistics
**Suggested Uses for the Data:**
- Benchmark your organization’s base salary or total cash compensation practices for a specific job title.
- Compare employee length of service for a specific position within your organization.
- Evaluate your organization’s bonus or incentive pay practices for a particular position.
- Find comparable data to satisfy IRS Intermediate Sanctions documentation requirements for your organization’s top executives.

**Job Family Reports**
Job Family reports provide a department level view of compensation data for a group of related jobs. 25 unique Job Family Reports are displayed within the compensation section of the report. Each Job Family report includes:
- Listing of the Individual Position Titles Included within the Job Family
- Number of Organizations Reporting Data for the Job Family
- Number of Full-Time Employees within the Job Family
- Number of Years Job Family Employees have been with the Organization
- Total Cash Compensation Cost for each Employee within the Job Family
- Total Cash Compensation Cost Statistics for the Job Family
- Percentage of Job Family Total Cash Compensation Costs Comprised of Bonus Pay
- Percentage of Organizations Offering Bonus Pay to Job Family Positions
- Percentage of Employees within the Job Family Receiving Bonus Pay

**Suggested Uses for the Data:**
- Benchmark your organization’s compensation costs for a department or group of related positions.
- Compare employee tenure within your organization at a department level.
- Evaluate your organization’s incentive or bonus pay practices for a particular department.

**Operating Unit Compensation Costs & Practices Report**
The Operating Unit report provides aggregated compensation data for all positions within an organization. Each report includes:
- Number of Organizations Reporting Data
- Number of Full-Time Employees within the Organization
- Number of Years Employees have been with the Organization
- Total Cash Compensation Costs for each Employee within the Organization
- Total Cash Compensation Cost Statistics for the Organization
- Percentage of Total Cash Compensation Comprised of Bonus Pay
- Percentage of Organizations Offering Bonus Pay
- Percentage of Employees Receiving Bonus Pay
Suggested Uses for the Data:
- Benchmark your organization’s total compensation costs.
- Compare the organization’s overall employee tenure and retention practices.
- Evaluate your organization’s incentive or bonus pay practices.

Employee Turnover & Salary Increases Report
This report section provides aggregated employee turnover & salary increase data at the organization level. Each report includes:
- Number of Organizations Reporting Data
- Number of Full-Time Employees within the Organization
- Percentage of Full-Time Exempt Level Staff
- Number of Part-Time Employees within the Organization
- Number of Years Employees have been with the Organization
- Full-Time Employee Turnover Statistics
- Annual Salary Increases for Prior Year
- Projected Salary Increases for Current Year

Suggested Uses for the Data:
- Benchmark your organization’s full-time employee turnover.
- Analyze the organization’s mix of exempt versus non-exempt employees.
- Compare the organization’s projected and prior year annual salary increase practices.
- Evaluate the competitiveness of the organization’s staffing model.
Finding and Using the Benefits Data

This section will help you understand what information is available within the benefit reports and where to find it. Each report section presents unique information that can be used to quickly assess market competitiveness and benefit practices. The benefits data is organized and displayed through eighteen different reports. When used in combination, the report sections provide a complete view of benefit practices throughout the nonprofit sector.

**Quick Guide to the Benefit Report Sections**

<table>
<thead>
<tr>
<th>Type of Information Needed</th>
<th>Where to Find the Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ Information about general benefits offered to employees</td>
<td>• General Benefit Offerings Report</td>
</tr>
<tr>
<td>✓ Flexible Spending Accounts offerings and practices</td>
<td>• Flexible Spending Accounts Report</td>
</tr>
<tr>
<td>✓ Type of leave benefits provided and number of days offered (e.g. vacation leave)</td>
<td>• Organizational Leave Reports</td>
</tr>
<tr>
<td>✓ Methods used to compensate employees for overtime</td>
<td>• Overtime Practices Report</td>
</tr>
<tr>
<td>✓ Medical plans offered and employee eligibility and participation rates</td>
<td>• Medical Plan Offerings Report</td>
</tr>
<tr>
<td>✓ Dental plans offered and employee eligibility and participation rates</td>
<td>• Dental Plan Offerings Report</td>
</tr>
<tr>
<td>✓ Vision plans offered and employee eligibility and participation rates</td>
<td>• Vision Plan Offerings Report</td>
</tr>
<tr>
<td>✓ Costs paid by the organization for employee for medical coverage</td>
<td>• Medical Plan Costs Report</td>
</tr>
<tr>
<td>✓ Costs paid by the organization for employee for dental coverage</td>
<td>• Dental Plan Costs Report</td>
</tr>
<tr>
<td>✓ Costs paid by the organization for employee for vision coverage</td>
<td>• Vision Plan Costs Report</td>
</tr>
<tr>
<td>✓ Prescription drug plan benefits and employee costs</td>
<td>• Prescription Drug Plan Offerings &amp; Costs Report</td>
</tr>
<tr>
<td>✓ Life insurance and disability plan offerings and employee participation</td>
<td>• Life Insurance &amp; Disability Plan Offerings Report</td>
</tr>
<tr>
<td>✓ Timeframe employees must wait before life and disability benefits are available</td>
<td>• Life Insurance &amp; Disability Plan Eligibility Report</td>
</tr>
<tr>
<td>✓ Retirement plan options and employee participation</td>
<td>• Retirement Plan Offerings Report</td>
</tr>
<tr>
<td>✓ Employee vesting periods for retirement plans</td>
<td>• Retirement Plan Eligibility Report</td>
</tr>
<tr>
<td>✓ Maximum organization and employee retirement plan contributions</td>
<td>• Retirement Plan Contributions Report</td>
</tr>
<tr>
<td>✓ Additional perks offered to key executive positions</td>
<td>• Executive Benefit Offerings Report</td>
</tr>
<tr>
<td>✓ Composition and use of employment agreements for key executives</td>
<td>• Executive Employment Agreement Reports</td>
</tr>
</tbody>
</table>
The information available within each report section is presented by multiple views to allow for easy comparisons against relevant peer organizations by geographic location, operating budget, number of employees, or field of work. Each benefit segment below contains a brief description of the information available within the report section. Look for the Suggested Uses for the Data component for recommendations and guidance on how the data might be used for comparison purposes.

**General Benefit Offerings Report**
This report section provides information about 34 different general benefits that are offered by organizations to their employees. Each report includes:
- Number of Organizations Reporting Data
- Percentage of Organizations Offering Each Benefit Type

**Suggested Uses for the Data:**
- Benchmark your organization’s general benefit practices.
- Identify additional benefits that can be offered to increase market competitiveness.
- Evaluate the competitiveness of the organization’s benefit package.

**Flexible Spending Accounts Report**
The Flexible Spending Account report provides information on healthcare and dependent care account usage and practices. Each report includes:
- Number of Organizations Reporting Data
- Percentage of Organizations Offering Flexible Spending Account Programs
- Maximum Employee Contribution Statistics

**Suggested Uses for the Data:**
- Analyze the use of flexible spending account benefit programs within the marketplace.
- Evaluate the competitiveness of your organization’s flexible spending account program.

**Organizational Leave Reports**
Includes the following 9 Report Sections: Paid Vacation Leave, Paid Sick Leave, Paid Corporate Holidays, Paid Floating Holidays, Paid Personal Days, Paid Bereavement, Extended Sick Leave Pool, Paid Time Off (PTO), Family and Medical Leave (FMLA) with Pay

These reports provide data on the number of leave days provided to employees based upon the length of service with the organization. Each report includes:
- Number of Organizations Reporting Data
- Percentage of Organizations Offering Each Benefit Type
- Number of Leave Days Offered to Employees by Length of Employment with the Organization
- Percentage of Organizations Offering Benefits to Part-Time Employees
Suggested Uses for the Data:

✓ Benchmark your organization’s employee leave practices.
✓ Identify emerging market trends in the use of employee leave programs.
✓ Evaluate the competitiveness of the organization’s employee leave practices for part-time staff.

Overtime Practices Report
This report section provides information on how organizations compensate employees that work overtime. The report provides data on employees classified by the Fair Labor Standards Act as exempt and non-exempt. Each report includes:

• Number of Organizations Reporting Data
• Percentage of Organizations Utilizing Each Compensation Method

Suggested Uses for the Data:
✓ Benchmark your organization’s overtime practices for exempt and non-exempt staff.

Medical, Dental and Vision Plan Offering Reports
These reports provide information on the scope and usage of medical, dental and vision plans made available by organizations to their employees. Each report includes:

• Number of Organizations Reporting Data
• Percentage of Organizations Offering Plan Benefits
• Percentage of Organizations Offering Each Plan Type
• Percentage of Employees Enrolled in Each Plan Type
• Eligibility Time Frame Requirements for Employee Plan Participation
• Percentage of Organizations Offering Plan Coverage to Part-Time Employees
• Percentage of Organizations Offering Reimbursement for Medical Plan Opt-Out

Suggested Uses for the Data:
✓ Benchmark your organization’s medical, dental, or vision plan offerings.
✓ Identify emerging market trends in the use of medical, dental and vision plans.
✓ Assess the competitiveness of the organization’s employee eligibility time frame for plan participation.
✓ Evaluate your organization’s practice of providing medical, dental or vision plan benefits to part-time staff.

Medical, Dental and Vision Plan Cost Reports
These reports show the monthly cost and percentage of the cost paid by the organization for all medical, dental and vision plan offerings. Each report includes:

• Number of Organizations Reporting Data
• Total Monthly Cost for Plan Coverage
• Percentage of Monthly Cost Paid By the Organization
**Suggested Uses for the Data:**
- Benchmark your organization’s medical, dental, or vision plan costs.
- Identify opportunities to reduce medical, dental, and vision plan costs.
- Evaluate the competitiveness of the organization’s premium cost share coverage for each medical, dental, or vision plan offered.

**Prescription Drug Plan Offerings & Costs Report**
This report provides data on prescription drug plan offerings and the costs associated with filling a prescription through retail and mail order pharmacies. Each report includes:
- Number of Organizations Reporting Data
- Percentage of Organizations Offering Prescription Drug Plan Benefits
- Cost to Fill a 30-Day Supply of Medication at a Retail Pharmacy
- Cost to Fill a 90-Day Supply of Medication Through a Mail Order Pharmacy

**Suggested Uses for the Data:**
- Compare your organization’s prescription drug plan costs.
- Identify opportunities to reduce prescription drug plan costs.

**Life Insurance & Disability Plan Offerings Report**
This report provides information on the types of life insurance and disability plans offered to employees and participation rates by plan type. Each report includes:
- Number of Organizations Reporting Data
- Percentage of Organizations Offering Each Plan Type
- Percentage of Employees Enrolled in Each Plan Type
- Percentage of Organizations Offering Plan Coverage to Part-Time Employees

**Suggested Uses for the Data:**
- Benchmark your organization’s life insurance and disability plan offerings.
- Evaluate the participation rates of your employees within each plan type.

**Life Insurance & Disability Plan Eligibility Report**
This report provides information on life insurance and disability plans eligibility time frames for each plan type offered to employees. Each report includes:
- Number of Organizations Reporting Data
- Eligibility Time Frame Requirements for Employee Plan Participation

**Suggested Uses for the Data:**
- Assess the competitiveness of the organization’s employee eligibility time frame for plan participation.
Retirement Plan Offerings Report
This report provides information on the types of retirement plans offered to employees and participation rates by plan type. Each report includes:

- Number of Organizations Reporting Data
- Percentage of Organizations Offering Each Plan Type
- Percentage of Employees Enrolled in Each Plan Type
- Percentage of Organizations Offering Plan Coverage to Part-Time Employees

*Suggested Uses for the Data:*
- ✓ Compare your organization’s retirement plan offerings.
- ✓ Evaluate employee participation rates within each plan type.

Retirement Plan Eligibility Report
This report provides information on retirement benefits eligibility time frames for each retirement plan option offered to employees. Each report includes:

- Number of Organizations Reporting Data
- Eligibility Time Frame Requirements for Employee Plan Participation

*Suggested Uses for the Data:*
- ✓ Assess the competitiveness of the organization’s employee eligibility time frame for plan participation.

Retirement Plan Contributions Report
This report shows the maximum percentage an organization will contribute to each plan type as a percentage of an employee’s salary. Each report includes:

- Number of Organizations Reporting Data
- Maximum Organization Contribution by Plan Type

*Suggested Uses for the Data:*
- ✓ Benchmark your organization’s retirement plan benefits.
- ✓ Identify opportunities to reduce retirement plan costs.
Executive Benefit Offerings Report

Reports are provided for the following 15 Executive Positions: Chief Executive Officer/President/Executive Director, Chancellor/President, Chief Operating Officer/Associate Executive Director, Executive Vice President, Chief Administrative Officer, Chief Advocacy Officer, Chief Development Officer, Chief Financial Officer, Chief Human Resources Officer, Chief Information Officer, Chief Marketing Officer, Chief Medical Officer, Chief Program Officer, Chief Scientific Officer, Chief of Staff.

These reports provide market data on the percentage of organizations that offer 11 additional benefits to executive level positions. Each report includes:

- Number of Organizations Reporting Data
- Percentage of Organizations Offering Additional Benefits for Executives
- Percentage of Organizations Offering Each Benefit Type

Suggested Uses for the Data:
- Evaluate the competitiveness of the organization’s executive compensation package.
- Find comparable data to satisfy IRS Intermediate Sanctions documentation requirements for your organization’s top executives.
- Identify additional benefits that can be offered to increase market competitiveness.

Executive Employment Agreement Reports

Reports are provided for the following 15 Executive Positions: Chief Executive Officer/President/Executive Director, Chancellor/President, Chief Operating Officer/Associate Executive Director, Executive Vice President, Chief Administrative Officer, Chief Advocacy Officer, Chief Development Officer, Chief Financial Officer, Chief Human Resources Officer, Chief Information Officer, Chief Marketing Officer, Chief Medical Officer, Chief Program Officer, Chief Scientific Officer, Chief of Staff.

These reports provide information on the use of five popular contract terms found within employment agreements. The reports also cover the length of the agreement and the percentage of organizations that use employment agreements for each position. Each report includes:

- Number of Organizations Reporting Data
- Percentage of Organizations Utilizing Employment Agreements for Executives
- Number of Years the Employment Agreement Covers
- Percentage of Organizations that Utilize Each Contract Term

Suggested Uses for the Data:
- Benchmark your organization’s employment agreement practices.
- Identify what components and contract terms are used most frequently.
- Evaluate the competitiveness of the organization’s executive compensation package.
Report Presentation Views

The information within the report is presented by multiple reporting views to allow the user to quickly identify the most relevant data set for comparison. The following four distinct reporting views are used throughout the report to display the data: 1) Operating Budget, 2) Geographic Region, 3) Field of Work, and 4) Number of Employees. Each section within the report utilizes three of the available reporting views to present the data. The reporting views utilized are dependent upon the content and the relevance to the data being displayed. Each of the four reporting views contains predefined “bands” or subcategories that organize the display of the data. One additional aspect of each reporting view is the All Organizations row. The All Organizations row provides a summary of the data being displayed within each band of the reporting view. See the charts below for definitions of the bands displayed within the reporting views.

<table>
<thead>
<tr>
<th>Geographic Region</th>
<th>Counties within the Region</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central</td>
<td>Cayuga, Clinton, Cortland, Franklin, Herkimer, Jefferson, Lewis, Madison, Oneida, Onondaga, Ontario, Oswego, Otsego, Seneca, St. Lawrence, Tompkins, Wayne, Yates</td>
</tr>
<tr>
<td>Central Southern Tier</td>
<td>Broome, Chemung, Chenago, Delaware, Livingston, Schuyler, Steuben, Sullivan, Tioga</td>
</tr>
<tr>
<td>Hudson Valley</td>
<td>Columbia, Dutchess, Greene, Orange, Putnam, Ulster</td>
</tr>
<tr>
<td>New York City</td>
<td>Bronx, Kings, Nassau, Queens, Richmond, Rockland, Suffolk, Westchester</td>
</tr>
<tr>
<td>Western New York</td>
<td>Alleghany, Cattaraugus, Chautauqua, Erie, Genesee, Monroe, Niagara, Orleans, Wyoming</td>
</tr>
<tr>
<td>Operating Budget (Organization Fiscal-Year Operating Expenses)</td>
<td></td>
</tr>
<tr>
<td>---------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>$0 - $499,999</td>
<td></td>
</tr>
<tr>
<td>$500,000 - $999,999</td>
<td></td>
</tr>
<tr>
<td>$1,000,000 - $3,999,999</td>
<td></td>
</tr>
<tr>
<td>$4,000,000 - $8,999,999</td>
<td></td>
</tr>
<tr>
<td>$9,000,000 - or More</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Number of Employees (Full Time Staff)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-10</td>
</tr>
<tr>
<td>11-25</td>
</tr>
<tr>
<td>26-50</td>
</tr>
<tr>
<td>51-100</td>
</tr>
<tr>
<td>101 or more</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Field of Work</th>
<th>Sub-Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts, Culture, and Humanities</td>
<td>Arts, Culture, and Humanities</td>
</tr>
<tr>
<td>Education</td>
<td>Educational Institutions</td>
</tr>
<tr>
<td>Environment and Animal</td>
<td>Environmental Quality Protection, Beautification</td>
</tr>
<tr>
<td>Animal Related</td>
<td></td>
</tr>
<tr>
<td>Health</td>
<td>Health - General &amp; Rehabilitative</td>
</tr>
<tr>
<td>Mental Health, Crisis Intervention</td>
<td></td>
</tr>
<tr>
<td>Disease, Disorders, Medical Disciplines</td>
<td></td>
</tr>
<tr>
<td>Medical Research</td>
<td></td>
</tr>
<tr>
<td>Human Services</td>
<td>Crime, Legal Related</td>
</tr>
<tr>
<td>Employment, Job Related</td>
<td></td>
</tr>
<tr>
<td>Agriculture, Food, Nutrition</td>
<td></td>
</tr>
<tr>
<td>Housing, Shelter</td>
<td></td>
</tr>
<tr>
<td>Public Safety, Disaster Preparedness and Relief</td>
<td></td>
</tr>
<tr>
<td>Recreation, Sports, Leisure, Athletics</td>
<td></td>
</tr>
<tr>
<td>Youth Development</td>
<td></td>
</tr>
<tr>
<td>Human Services</td>
<td></td>
</tr>
<tr>
<td>International, Foreign Affairs</td>
<td>International, Foreign Affairs, and National Security</td>
</tr>
<tr>
<td>Civil Rights, Social Actions, Advocacy</td>
<td></td>
</tr>
<tr>
<td>Community Improvement, Capacity Building</td>
<td></td>
</tr>
<tr>
<td>Philanthropy, Volunteerism, and Grantmaking</td>
<td></td>
</tr>
<tr>
<td>Science and Technology Research Institutes</td>
<td></td>
</tr>
<tr>
<td>Social Science Research Institute</td>
<td></td>
</tr>
<tr>
<td>Public, Society Benefit</td>
<td></td>
</tr>
<tr>
<td>Religion Related</td>
<td>Religion, Spiritual Development</td>
</tr>
<tr>
<td>Mutual, Membership Benefit</td>
<td>Mutual, Membership Benefit Organizations, Other</td>
</tr>
<tr>
<td>Unknown, Unclassified</td>
<td>Unknown</td>
</tr>
</tbody>
</table>
### Administrative/General Office Job Family

#### Detailed Analysis

Administration Director; Administrative Assistant, Intermediate Level; Administrative Assistant, Junior Level; Administrative Assistant, Senior Level; Data Entry Operator; Executive Assistant; Mail Clerk; Meetings and Events Manager/Planner; Office Manager; Receptionist

#### Operating Budget

<table>
<thead>
<tr>
<th>Scope</th>
<th>Operating Metrics</th>
<th>Total Cash Compensation as a % of the Operating Budget</th>
<th>Bonus Practices</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td># of ORGs</td>
<td># of Full Time EMPs</td>
<td># of Years With ORG</td>
</tr>
<tr>
<td>$0 to $499,999</td>
<td>23</td>
<td>1</td>
<td>7.3</td>
</tr>
<tr>
<td>$500,000 to $999,999</td>
<td>15</td>
<td>1</td>
<td>5.2</td>
</tr>
<tr>
<td>$1,000,000 to $3,999,999</td>
<td>43</td>
<td>2</td>
<td>6.9</td>
</tr>
<tr>
<td>$4,000,000 to $8,999,999</td>
<td>20</td>
<td>3</td>
<td>7.9</td>
</tr>
<tr>
<td>$9,000,000 or More</td>
<td>19</td>
<td>11</td>
<td>8.1</td>
</tr>
<tr>
<td>All Organizations</td>
<td>120</td>
<td>3</td>
<td>7.1</td>
</tr>
</tbody>
</table>

#### Field of Work

<table>
<thead>
<tr>
<th>Scope</th>
<th>Operating Metrics</th>
<th>Total Cash Compensation as a % of the Operating Budget</th>
<th>Bonus Practices</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts, Culture, and Humanities</td>
<td>22</td>
<td>1</td>
<td>4.4</td>
</tr>
<tr>
<td>Education</td>
<td>11</td>
<td>3</td>
<td>7.6</td>
</tr>
<tr>
<td>Environment and Animals</td>
<td>4</td>
<td>9</td>
<td>7.7</td>
</tr>
<tr>
<td>Health</td>
<td>20</td>
<td>4</td>
<td>7.8</td>
</tr>
<tr>
<td>Human Services</td>
<td>47</td>
<td>4</td>
<td>7.9</td>
</tr>
<tr>
<td>International, Foreign Affairs</td>
<td>0</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Public, Societal Benefit</td>
<td>10</td>
<td>2</td>
<td>6.6</td>
</tr>
<tr>
<td>Religion Related</td>
<td>3</td>
<td>2</td>
<td>3.7</td>
</tr>
<tr>
<td>Mutual, Membership Benefit</td>
<td>2</td>
<td>2</td>
<td>12.9</td>
</tr>
<tr>
<td>Unknown, Unclassified</td>
<td>1</td>
<td>4</td>
<td>10.9</td>
</tr>
<tr>
<td>All Organizations</td>
<td>120</td>
<td>3</td>
<td>7.1</td>
</tr>
</tbody>
</table>
## Administrative/General Office Job Family
### Detailed Analysis

<table>
<thead>
<tr>
<th>Geographic Region</th>
<th># of ORGs</th>
<th># of Full Time EMPs</th>
<th># of Years With ORG</th>
<th>Cost Per EMP</th>
<th>AVG</th>
<th>MIN</th>
<th>25th PCTL</th>
<th>Median</th>
<th>75th PCTL</th>
<th>MAX</th>
<th>% of Total COMP</th>
<th>% of ORGs Paying</th>
<th>% of Eligible EMPs Receiving</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hudson Valley</td>
<td>11</td>
<td>3</td>
<td>6.4</td>
<td>$38,225</td>
<td>4.72%</td>
<td>0.50%</td>
<td>1.61%</td>
<td>3.04%</td>
<td>6.40%</td>
<td>14.28%</td>
<td>0.63%</td>
<td>41.18%</td>
<td>57.14%</td>
</tr>
<tr>
<td>Central Southern Tier</td>
<td>13</td>
<td>2</td>
<td>9.2</td>
<td>$27,552</td>
<td>3.89%</td>
<td>0.56%</td>
<td>1.09%</td>
<td>3.06%</td>
<td>6.23%</td>
<td>9.70%</td>
<td>0.00%</td>
<td>7.69%</td>
<td>0.00%</td>
</tr>
<tr>
<td>Greater Capital Region</td>
<td>16</td>
<td>2</td>
<td>7.5</td>
<td>$34,442</td>
<td>4.17%</td>
<td>0.91%</td>
<td>1.89%</td>
<td>3.27%</td>
<td>4.62%</td>
<td>13.28%</td>
<td>0.00%</td>
<td>12.50%</td>
<td>0.00%</td>
</tr>
<tr>
<td>Central</td>
<td>17</td>
<td>2</td>
<td>6.5</td>
<td>$30,300</td>
<td>3.60%</td>
<td>0.40%</td>
<td>1.01%</td>
<td>2.02%</td>
<td>4.04%</td>
<td>10.14%</td>
<td>0.00%</td>
<td>7.69%</td>
<td>0.00%</td>
</tr>
<tr>
<td>New York City</td>
<td>43</td>
<td>4</td>
<td>5.8</td>
<td>$42,271</td>
<td>4.11%</td>
<td>0.87%</td>
<td>1.72%</td>
<td>2.62%</td>
<td>3.87%</td>
<td>19.70%</td>
<td>0.33%</td>
<td>18.60%</td>
<td>68.75%</td>
</tr>
<tr>
<td>Western New York</td>
<td>20</td>
<td>4</td>
<td>9.2</td>
<td>$30,783</td>
<td>9.33%</td>
<td>0.32%</td>
<td>2.06%</td>
<td>4.56%</td>
<td>7.08%</td>
<td>58.33%</td>
<td>0.45%</td>
<td>15.00%</td>
<td>100.00%</td>
</tr>
<tr>
<td>All Organizations</td>
<td>120</td>
<td>3</td>
<td>7.1</td>
<td>$35,651</td>
<td>4.98%</td>
<td>0.32%</td>
<td>1.66%</td>
<td>3.03%</td>
<td>5.86%</td>
<td>58.33%</td>
<td>0.28%</td>
<td>18.33%</td>
<td>56.62%</td>
</tr>
</tbody>
</table>
## Administrative Assistant, Intermediate Level -- Position Code: 2001

**Detailed Analysis**

Performs routine clerical and administrative functions such as drafting correspondence, scheduling appointments and travel, organizing and maintaining paper and electronic files, updating databases, or providing information to callers. Prepares and formats reports, presentations, program materials, and other documents as necessary using the full suite of office productivity software.

### Operating Budget

<table>
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<tr>
<th>Scope</th>
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<th>Total Cash Compensation</th>
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### Field of Work

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<td>$27,282</td>
<td>$31,950</td>
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</table>
## Administrative Assistant, Intermediate Level -- Position Code: 2001

### Detailed Analysis

| Geographic Region         | # of ORGs | # of Full Time EMPs | # of Years With ORG | AVG Base Salary | MIN Base Salary | 25th PCTL Base Salary | Median Base Salary | 75th PCTL Base Salary | MAX Base Salary | % of ORGs Paying | % of Eligible EMPs Paying | MAX % Payout | AVG % of ORGs Paying | AVG % Paid | MIN Bonus | 25th PCTL Bonus | Median Bonus | 75th PCTL Bonus | MAX Bonus | % of Eligible EMPs Paying | MAX % Payout | AVG % of Eligible EMPs Paying | AVG Total Cash Compensation | MIN Total Cash Compensation | 25th PCTL Total Cash Compensation | Median Total Cash Compensation | 75th PCTL Total Cash Compensation | MAX Total Cash Compensation |
|----------------------------|-----------|---------------------|---------------------|-----------------|----------------|----------------------|---------------------|---------------------|-----------------|-----------------|--------------------------|--------------|--------------------------|------------|-----------|----------------|-------------|----------------|-----------|----------------|--------------|--------------------------|-----------------|-------------------------------|--------------------------|-----------------------------|----------------------------------|---------------------------------|----------------------------------|----------------------------------|
| Hudson Valley              | 3         | 4                   | 5.0                 | $35,333         | -              | -                    | -                   | -                   | -               | 0.00%           | 0.00%                     | 0.00%        | 0.00%                    | 0.00%    | -         | -             | -           | -             | -         | -                | -             | -                           | -                  | -                                       | -                                        | -                                                               | -                                                               |
| New York City              | 15        | 4                   | 5.9                 | $40,109         | $24,800        | $34,725             | $36,000             | $47,049             | $70,000         | 6.67%           | 100.00%                    | 4.17%        | 4.17%                    | 4.17%   | $40,209   | $24,800        | $34,725     | $36,900        | $47,049   | $70,000           | $40,209       | $70,000                       | $70,000                      | $70,000                             | $70,000                          | $70,000                                     | $70,000                          | $70,000                                     |
| Greater Capital Region     | 6         | 2                   | 3.2                 | $29,900         | $27,000        | $27,550             | $28,250             | $28,875             | $39,500         | 0.00%           | 0.00%                     | 0.00%        | 0.00%                    | 0.00%   | $29,900   | $27,000        | $27,550     | $28,250        | $28,875   | $39,500           | $33,056       | $39,500                       | $39,500                      | $39,500                             | $39,500                          | $39,500                                     | $39,500                          | $39,500                                     |
| Central Southern Tier      | 6         | 2                   | 8.9                 | $25,427         | $16,100        | $20,950             | $24,231             | $27,166             | $40,000         | 0.00%           | 0.00%                     | 0.00%        | 0.00%                    | 0.00%   | $25,427   | $16,100        | $20,950     | $24,231        | $27,166   | $40,000           | $25,427       | $40,000                       | $40,000                      | $40,000                             | $40,000                          | $40,000                                     | $40,000                          | $40,000                                     |
| Central                    | 5         | 3                   | 4.4                 | $30,189         | $26,500        | $27,243             | $28,000             | $31,900             | $37,300         | 40.00%          | 50.00%                    | 4.00%        | 1.92%                    | 1.92%   | $30,398   | $26,500        | $27,243     | $28,000        | $31,900   | $37,300           | $30,398       | $37,300                       | $37,300                      | $37,300                             | $37,300                          | $37,300                                     | $37,300                          | $37,300                                     |
| Greater Capital Region     | 6         | 2                   | 3.2                 | $29,900         | $27,000        | $27,550             | $28,250             | $28,875             | $39,500         | 0.00%           | 0.00%                     | 0.00%        | 0.00%                    | 0.00%   | $29,900   | $27,000        | $27,550     | $28,250        | $28,875   | $39,500           | $33,056       | $39,500                       | $39,500                      | $39,500                             | $39,500                          | $39,500                                     | $39,500                          | $39,500                                     |
| All Organizations          | 46        | 3                   | 6.0                 | $32,975         | $16,100        | $27,282             | $31,950             | $36,700             | $70,000         | 10.87%          | 60.00%                    | 20.00%       | 2.61%                    | 2.61%   | $33,056   | $16,100        | $27,498     | $31,950        | $36,975   | $70,000           | $33,056       | $70,000                       | $70,000                      | $70,000                             | $70,000                          | $70,000                                     | $70,000                          | $70,000                                     |
Employee Benefits Section
Medical Plan Offerings
Detailed Analysis

<table>
<thead>
<tr>
<th>Scope</th>
<th>Medical Plan Offerings &amp; Employee Participation Rates</th>
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<td># of Employees</td>
<td># of ORGs</td>
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<td>68</td>
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<td>All Organizations</td>
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Scope
Eligibility Time Frame for Employee Participation in Medical Plans

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<tr>
<th># of Employees</th>
<th># of ORGs</th>
<th>% of ORGs Offering</th>
<th>% of ORGs Offering on EMP Start Date</th>
<th>% of ORGs Offering on 1st of the Month Following EMP Start Date</th>
<th>% of ORGs Offering at 30 Days Following EMP Start Date</th>
<th>% of ORGs Offering at 90 Days Following EMP Start Date</th>
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<tr>
<td>1-10</td>
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<td>73.53%</td>
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<td>19.38%</td>
<td>33.33%</td>
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Part Time Employee Coverage
Medical Plan Opt Out

<table>
<thead>
<tr>
<th># of ORGs Offering Benefit to Part Time EMPs</th>
<th>% of ORGs Offering Benefit to Part Time EMPs</th>
<th>% of ORGs Offering Opt Out Benefit Option To EMPs</th>
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<td>55.56%</td>
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<td>41.67%</td>
<td>41.67%</td>
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<td>37.10%</td>
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## Medical Plan Offerings

### Detailed Analysis

### Medical Plan Offerings & Employee Participation Rates

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<th>% of ORGs Offering</th>
<th>% of ORGs Offering</th>
<th>% of EMPs in Plan</th>
<th>% of ORGs Offering</th>
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<td>70.00%</td>
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## Eligibility Time Frame for Employee Participation in Medical Plans

<table>
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<tr>
<th>Field of Work</th>
<th># of ORGs</th>
<th>% of ORGs Offering</th>
<th>% of ORGs Offering on EMP Start Date</th>
<th>% of ORGs Offering on 1st of the Month Following EMP Start Date</th>
<th>% of ORGs Offering at 30 Days Following EMP Start Date</th>
<th>% of ORGs Offering at 90 Days Following EMP Start Date</th>
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</thead>
<tbody>
<tr>
<td>Arts, Culture, and Humanities</td>
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<td>74.07%</td>
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<td>15.00%</td>
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<tr>
<td>Environment and Animals</td>
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<td>0.00%</td>
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<tr>
<td>Public, Societal Benefit</td>
<td>17</td>
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<td>23.08%</td>
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<td>19.38%</td>
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<td>24.03%</td>
<td>20.93%</td>
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## Part Time Employee Coverage

<table>
<thead>
<tr>
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<td>Environment and Animals</td>
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<td>Health</td>
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<td>Human Services</td>
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<td>International, Foreign Affairs</td>
<td>-</td>
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<tr>
<td>Public, Societal Benefit</td>
<td>38.46%</td>
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<tr>
<td>Religion Related</td>
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## Medical Plan Opt Out

<table>
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<td>Education</td>
<td>11.11%</td>
</tr>
<tr>
<td>Environment and Animals</td>
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### Medical Plan Offerings

**Detailed Analysis**

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<th>% of ORGs Offering</th>
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<th>HMO Plan</th>
<th>% of ORGs Offering</th>
<th>% of EMPs in Plan</th>
<th>POS Plan</th>
<th>% of ORGs Offering</th>
<th>% of EMPs in Plan</th>
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<th>% of ORGs Offering</th>
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#### Eligibility Time Frame for Employee Participation in Medical Plans

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<th>% of ORGs Offering on 1st of the Month Following EMP Start Date</th>
<th>% of ORGs Offering at 30 Days Following EMP Start Date</th>
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#### Part Time Employee Coverage

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