

## FY2022 UAB Academic and Administrative Compensation Guidelines Salary Distribution Plan Template

<b>College/School/Unit:</b>	
<b>Responsible Party:</b>	
<b>Total Merit Increase Pool (FIPs included)</b>	<b>Instructions:</b> Provide the total dollar amount for the department's merit increases and Fixed Increment Payments (FIPs). <b>Example:</b> \$300,000
<b>Percent of Total Salary Base</b>	%
<b>Proposed Equity Adjustments</b>	<b>Instructions:</b> Provide the \$ amount for equity adjustments and number of employees that will receive the adjustment. <b>Example:</b> \$15,000 total for equity; 6 employees to receive equity adjustments
<b>EPPs</b>	<b>Instructions:</b> Provide the \$ amount for Exceptional Performance Payments (EPPs) and number of employees to receive an EPP. <b>Example:</b> \$5,500 total for EPP; two employees to receive an EPP
<b>Planned Merit Ranges for Individual Increases</b>	<b>Instructions:</b> Provide the percent range for your merit increases. <b>Example:</b> 0% to 5%
<b>Planned Distribution Strategy</b>	<b>Instructions:</b> Provide distribution strategy for your employees. <b>Example:</b> 70% will receive a 2% increase 20% will receive less than a 2% increase 10% will receive greater than a 2% increase
<b>Funding Sources Utilized</b>	<b>Instructions:</b> Provide details on how the merits, FIPs and EPPs will be funded. <b>Example:</b> Revenue from Ledger 2 account and cost savings
<b>Additional Notes</b>	<b>Example:</b> Considering funding for EPPs