

**Fox Cities Employee Friendly Workplace Application & Rating Criteria**

Company Name :

Points Available	Criteria	Employer Score	Documentation
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**Employee Friendly Employment Conditions**

**Paid Leave & Work Schedules: Employee Schedule Flexibility for Optimal Work-Life Integration**

**Paid Time Off (PTO): Includes vacation, illness and family illness; healthcare appointments; family care & other family commitments**

**Q1(a) - Paid time off for full-time employees. Yes/No. (select one)**

15	For employees with 1-2 years of service, employer provides four weeks (160 hours) or more of paid leave for full-time employees	
10	For employees with 1-2 years of service, employer provides three weeks (120 hours) or more of paid leave for full-time employees	

**Q1(b) - Paid time off for full-time employees. Select one:**

15	For employees with 3-4 years of service, employer provides five weeks (200 hours) or more of paid leave for full-time employees	
10	For employees with 3-4 years of service, employer provides four weeks (160 hours) or more of paid leave for full-time employees	

**Q2 - Paid time off for part-time employees. (Y/N) (Select one)**

15	For employees with 1-2 years of service, employer provides more than 60 hours of paid leave for part-time employees on a pro-rated basis	
10	For employees with 1-2 years of service, employer provides 30-60 hours of paid leave for part-time employees on a pro-rated basis	

**Q3- Paid time off for holidays. (Y/N) (Select all that apply)**

10	Employer provides paid time off for 8 or more holidays (include floating holidays)	
10	Employer provides premium pay for employees working on a holiday (premium is defined as double time for the certification purposes)	

**Q4 - Paid time off for parental (birth & adoption) in addition to unpaid FMLA\*. (Select one)**

25	Employer offers paid parental leave for nine weeks or more (not including short-term disability)	
20	Employer offers paid parental leave for six weeks or more (not including short-term disability)	
15	Employer offers paid parental leave for three weeks or more (not including short-term disability)	

**Q5 - Paid time off for short term disability.**

5	Employer contributes to short-term disability at a minimum of six weeks at 50% or more of wages	
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**Q6 - Paid time off for bereavement leave.**

5	Employer provides one week (40 hours) or more of bereavement leave (immediate family)	
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<b>Paid Leave Total</b>	
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*\*FMLA requires most but not all employers to allow their employees 12 weeks of unpaid parental leave up to 1 year after birth or adoption*

**Flexible Work Schedules**

**Q7 - Does employer provide any of these work schedule options to help employee balance work and family or personal responsibilities? (Select all that apply)**

10	Employer provides paid remote work to accommodate family/pet care (ie sick children, elder care, school closings & delays)	
10	Employer offers variable day or variable work week schedules (available to hourly and salaried employees)	
10	Employer offers flexible work schedules available to hourly and salaried employees	

<b>Flexible Schedules Total</b>	
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<b>Paid Leave &amp; Work Schedules Total</b>	
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<b>Employee Friendly Employment Conditions</b>			
<b>Health &amp; Wellness Support: healthcare benefits and wellness programs to support and improve the well-being of the employee and the employee's family</b>			
<b>Health Care Coverage</b>			
<b>Q8 (a) - What percent of healthcare premium does employer cover for employee plus family?</b>			
<i>Note: Points are only awarded for premiums that include family coverage. (Select one)</i>			
20	100% employer paid coverage of family premium		
15	75%-99% employer paid coverage of family premium		
5	50%-74% employer paid coverage of family premium		
2	Less than 50% employer paid coverage of family premium		
2	<b>Q8 (b) - Employer contributes to family dental coverage</b>		
2	<b>Q8 (c) - Employer contributes to family vision coverage</b>		
<b>Q9 - What type of healthcare benefits does employer provide? (Select all that apply)</b>			
5	Employer contributes to Health Reimbursement Account (HRA)		
5	Employer contributes to Health Savings Account (HSA)		
2	Employer offers a Health Savings Account (HSA) (employer doesn't contribute)		
5	Employer contributes to a Flexible Spending Account (FSA) for healthcare		
2	Employer offers a Flexible Spending Account (FSA) for healthcare (employer doesn't contribute)		
		<b>Health Care Total</b>	
<b>Wellness &amp; Support</b>			
<b>Q10 - Does employer provide an employee wellness program? (Select all that apply)</b>			
10	Employer is Wellness Council of America (WELCOA) certified		
10	Employer offers wellness resources <b>onsite</b> (ex. <b>onsite</b> : gym, meals, wellness coach/healthcare provider, etc.)		
7	Employer offers wellness education & incentives (wellness education, gym membership discounts, gift cards, PTO, cash, etc)		
2	Employer provides employee assistance (EAP) program and/or referrals to community services		
2	Employer conducts an employee engagement survey		
<b>Q11 - Does employer provide support for breastfeeding moms?</b>			
5	Employer has a policy to accommodate breastfeeding moms		
2	Employer has a designated space for mom's to pump with access to refrigeration and sink		
		<b>Wellness &amp; Support Total</b>	
		<b>Health &amp; Wellness Support Total</b>	

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<b>Employee Friendly Employment Conditions</b>			
<b>Financial Support: Employer sponsored benefits and programs that support the overall financial wellness of the employee for the goal of work-life integration.</b>			
<b>Q12 - Does employer offer retirement savings plan (by the first year of service) or pension plan? (Select one)</b>			
10	Employer contributes and/or matches employee contributions greater than 6% of salary/wages		
5	Employer contributes and/or matches employee contributions at 3% -6% of salary/wages		
10	Employer offers defined benefit pension plan		
<b>Q13 - Does employer offer life insurance benefits? (Y/N) (Select all that apply)</b>			
5	Employer paid life insurance at two times the full-time employees annual salary/wages		
2	Employer offers supplemental life insurance coverage (term life insurance for spouse/dependents)		
<b>Q14 - Does employer provide financial support for dependent care? (Select all that apply)</b>			
15	Employer offers on-site/off-site child care facility		
20	Employer pays 50% or more of family expenses for child care		
15	Employer pays 25% - 49% or more of family expenses for child care		
5	Employer contributes to a Flexible Spending Account (FSA) for child care		
2	Employer offers a Flexible Spending Account (FSA) for child care (employer does not contribute)		
10	Employer provides options for back-up dependent care (child care and/or eldercare)		
<b>Q15 - Does employer provide financial support for adoption and/or fertility assistance? (Select all that apply)</b>			
10	Employer provides an adoption benefits		
10	Employer provides coverage for fertility treatments		
<b>Q16 - Does employer provide any of the following education benefits? (Select all that apply)</b>			
10	Employer offers student loan repayment benefits		
5	Employer provides tuition advance/reimbursement benefits		
5	Employer offers employee and/or dependent care scholarship benefits		
5	Employer offers annual paid professional development opportunities		
<b>Q17 - Does employer offer annual salary or wage increases? (Select one)</b>			
10	Employer provides competitive, annual (average) salary/wage increase for hourly and salaried employees (greater than 3%)		
3	Employer provides competitive, annual (average) salary/wage increase for hourly and salaried employees (equal to or less than 3%)		
		<b>Financial Support Total</b>	

## Fox Cities Employee Friendly Workplace Application & Rating Criteria

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<b>Employee Friendly Employment Conditions</b>			
<b>PERKS: Employer offered discretionary benefits often perceived as "unique" incentives to maximize work-life integration (Select all that apply)</b>			
3	Employer has a policy for paid volunteer time		
3	Employer offers matching charitable contributions		
3	Employer has a cell phone reimbursement policy, if applicable		
3	Employer provides transportation and/or parking reimbursement		
3	Employer provides concierge services (dry cleaning, oil change, etc)		
3	Employer provides employee vacation stipend and/or vacation savings program		
2	Employer provides access to pet insurance benefits		
2	Employer provides clothing/uniform allowance (reimbursement)		
2	Employer provides identity theft protection service		
2	Employer provides end-of-life planning and care benefits		
2	Employer provides preferred parking for expecting mothers		
2	Employer offers an employee recognition program		
2	Employer offers annual profit sharing contribution		
2	Employer conducts an employee benefits satisfaction survey		
		<b>Perks Total</b>	

Please include no more than three unique employer offered "perks" (maximum 6 points)

Note: For program consistency, additional "perks" will be evaluated and awarded at the discretion of the EFW Engagement Specialist