



## Iredell County Incentives for Savings Program

### **Purpose:**

The Iredell County Incentives for Savings Program provides employees an opportunity to submit and be recognized for innovative and creative ideas for improving county government's ability to serve the public.

### **Eligibility:**

- All Iredell County Employees (with the exception of short-term and contract workers) may participate in the program.
- Participation in the program is voluntary and should occur on the employee's own time.
- If a suggestion is modified by the Employee Relations Committee the employee will still receive an award as long as the idea was the source of the County's action.
- Suggestions are not eligible if
  - They are within the employee's individual authority or responsibility to implement
  - They concern matters already under consideration
  - They concern personal grievances, personnel issues or whistleblower complaints
  - They concern existing policies or procedures that are not being followed or applied properly

### **Review Team:**

- Employee Relations Committee will review the suggestions
- Meet on a quarterly basis
- Service on this committee will be for a two year period
- This Committee will include a representative from Finance, HR & the Manager's Office
- The Committee will recommend to the Manager the suggestions to be awarded

### **Program:**

Suggestions will be e-mailed to the Employee Relations Committee at the following address:  
incentives4savings@co.iredell.nc.us

No suggestions will be considered unless submitted on the appropriate Employee Suggestion Form. Ideas may include any of the following:

- *Cost Savings*
- *Quality/Process Improvement*
- *Morale Enhancement*

Ideas/suggestions must include why the proposal is needed, how it should be implemented and a cost savings analysis if applicable.

### Awards:

- *Cost Savings:*
  - Employees submitting successful suggestions will receive 10% of the savings realized in the first year, up to a maximum of \$2,500.
  - The award will be paid to the employee at the beginning of the fiscal year following the year of implementation, if the savings have been fully realized.
  - If the savings are reoccurring, the department will be eligible to “gain share” with 10% of the savings going back to the department each year for a maximum of three years. Funds will be paid the fiscal year following the financial award to the employee. These funds may be used to fund expenditures that have a division or department wide impact.
  - Department Heads have the opportunity to “gain share” in successfully implemented reoccurring savings ideas within their department. This will be included as a component of the annual performance evaluation process and will be reflected in the form of a one-time bonus not to exceed \$1,000.
- *Quality/Process Improvement:*
  - A tiered award to be administered as follows:
    - County-wide impact: \$1000
    - Multi-departmental (2 or more): \$500
    - One department or division: \$250
- *Morale Enhancement:*
  - Iredell County Merchandise of the employee’s choice (t-shirts, sweatshirts, etc.)
  - A day off with pay

Each year the Committee will select one idea or suggestion that proves to be the most successful from the prior fiscal year and that department will receive a celebratory luncheon.

\* Awards are subject to all Federal and state income taxes