

Compensation Strategies

Toolbox	Strategy	Cumulative Budget Limit of 2% of PS	Cumulative Employee limit of 10% of base	Performance Requirement (for EEs who are required to have an evaluation)	Approval Authority	Minimum Eligibility	Strategy Limit
Executive	Merit (Legislative)	TBD	TBD	TBD	Legislature	• Eligibility TBD by Governor's Office or Legislature	TBD
ADOA HR	Special Market Adjustment (Legislatively Approved)	N	N	No Requirement	ADOA	• Eligibility TBD by Governor's Office or Legislature	Determined by market research
	Criteria-Based Adjustment (i.e. step plan)	N	N			• Uncovered and covered	
	Classification Market Adjustment	N	N			• Uncovered and covered	
ADOA HR	Conditional Pay Supplement	N	N	No Requirement	ADOA	• Uncovered; covered (Depending on type)	Determined by market research
	Referral Incentive (Pay Code 755)	N	N			• Uncovered; covered if CO, CCO, or FAPO • Executive level positions that are responsible for recruiting or hiring functions, employees in a direct line reporting relationship to the referred employee, and family members are not eligible	
	Hiring Incentive (Pay Code 722)	N	N			• Uncovered; covered if CO, CCO, or FAPO	
Agency Individual*	Counter Offer	N	N	Overall rating of 2.5 or greater on a 3 point scale or 4 or greater on a 5 point scale - may be waived by Agency Director with appropriate documentation	Agency	• Uncovered; covered if CO, CCO, or FAPO • Verified job offer	Varies by offer
	In-Grade Adjustment	N	N			• Uncovered; covered if CO, CCO, or FAPO • Must be for either: Change in Duties (remain in same class), Professional Development, Retention, or Performance	
Agency Variable**	Spot Incentive (Pay Code 730)	Y	Y	Overall "Meets Expectations" - may not be waived	Agency	• Uncovered; covered if CO, CCO, or FAPO • Not involuntarily demoted during previous six months • No formal disciplinary actions during previous six months	Up to 5% of base salary/EE/FY
	Goal-Based Incentive (Pay Code 790)	Y	Y				Up to 5% of base salary/EE/FY
	Conditional Retention Incentive (Pay Code 744)	Y	N				Up to 5% of base salary/EE/FY
	Merit-Based Incentive (Pay Code 788 or 789)	Y	Y				Up to 7% of base salary/Up to 30% of Employees
	Meritorious Service Leave	N/A	N/A				Up to 24 hrs/EE/FY
Change/Special Assignment	New Hire	N	N	No requirement	Agency	• Uncovered	Up to midpoint, higher with documentation
	Promotion	N	N				Up to midpoint, higher with documentation
	Lateral Transfer	N	N				No Change in salary-exceptions by Agency Director
	Demotion	N	N				Generally 2.5% decrease-exceptions by Agency Director
	Reallocation	N	N				Up to midpoint, higher with documentation
	Special Assignment	N	N	No requirement	ADOA approves action/ Agency approves salary	• Uncovered and covered	Up to midpoint, higher with documentation