

## Budget Ideas for Personnel Costs

Programs are not limited to these ideas and these ideas are not required-only suggestions. For other ideas please consult your Quality Improvement Action Plan, PAS or BAS booklets, and/or ERS summary reports.

<b>Education Fund</b> <ul style="list-style-type: none"> <li>GED, CDA, AA degree, BA degree (tuition and books), conferences, and other trainings.</li> </ul>
<b>Bonuses</b> <ul style="list-style-type: none"> <li>Monthly, quarterly, annually, holiday, after completing all STARS trainings, longevity-after working one year, two years, three years etc.</li> </ul>
<b>Wage increases (Raises)</b> <ul style="list-style-type: none"> <li>Ex. Implement Salary Scale: In each of the last three years, by role, by education, by training, by years of experience, by practitioner registry level.</li> </ul>
<b>Merit increases</b> <ul style="list-style-type: none"> <li>Ex. A Job well done; complete all STARS required trainings, completed degree, has a degree and has worked one year, two years, three years etc.</li> </ul>
<b>Health Insurance or</b> <ul style="list-style-type: none"> <li>A pot of money for each staff person to use to pay for medical bills - Ex. (\$200.00 per quarter per staff to use for medical/dental/vision expenses. Staff would turn in medical bill receipts for reimbursement.)</li> <li>A Flex Plan - Ex. (Staff can choose to have a certain amount of each pay check go into a Flex Account that must be spent on medical/dental/vision/child care expenses by end of year)</li> <li>Medical Benefit Cards - Ex. (Each staff receives \$75.00 per month on a Medical benefit card)</li> </ul>
<b>Dental Plan</b>
<b>Vision Plan</b>
<b>Memberships to Professional Organizations</b>
<b>Practitioner Registry movement incentives</b>
<b>Pay for staff to attend trainings</b> <ul style="list-style-type: none"> <li>Overtime costs and wages for Substitutes to cover while attending trainings</li> </ul>
<b>Pay for staff planning and prep time away from children</b> <ul style="list-style-type: none"> <li>Pay for Substitute wages to cover while planning/prepping or hire a floating aide</li> </ul>
<b>Pay for staff to take daily breaks</b> <ul style="list-style-type: none"> <li>Pay for Substitute wages to cover breaks or hire a floating aide</li> </ul>
<b>Pay for monthly staff meetings</b> <ul style="list-style-type: none"> <li>Pay overtime wages to attend outside of normal work hours</li> </ul>
<b>Vacations</b>
<b>Days off/Personal Days</b>
<b>Sick Days</b>
<b>Hire a new position</b> <ul style="list-style-type: none"> <li>Ex. Assistant Director, Fiscal Advisor, Regular Substitutes, Aides, Primaries, Temporary Accountant, someone to help with tax preparation, etc.</li> </ul>

***The following items are non-allowable expenses for STARS to Quality Budgets:***

- **Construction**
- **Food**
- **Gift Cards**
- **Workman's Comp Insurance**
- **Payroll Taxes**
- **Business Liability Insurance**