

USEP LEADERSHIP INCENTIVE PROGRAM – 2022-2023

(APPROVED BY REP COUNCIL, Aug. 18, 2022)

PLEASE NOTE: This checklist and all verifications MUST be returned to your assigned Business Representative by Friday, May 12, 2023.

No exceptions.

NAME: \_\_\_\_\_ WORKSITE: \_\_\_\_\_ TOTAL % DUE \_\_\_\_\_

The Leadership Incentive Program consists of four parts. Each part may be earned independently of the other. The USEP Building Representative may complete and be reimbursed for one, two, three, or four of the parts. (One individual may not earn back more than 100% of their dues.) The rebates are as follows:

- 1. Membership Recruitment and Retention Up to 25, 50 or 100% (25%/50%/100%) of dues
2. Checklist 10 percent (10%) of dues
3. Training Up To 30 percent (30%) of dues
4. Meetings 10 percent (10%) of dues

MEMBER RECRUITMENT AND RETENTION – Up to 25%/50%/100% % \_\_\_\_\_

- One Individual Recruiting 10 or more new members 100% of Dues
One Individual Recruiting 6-9 new members 50% of Dues
Increase and Maintain Combined Baseline Worksite Density 3.5% or more 25% of Dues
Increase and Maintain Combined Baseline Worksite Density 6% or more 50% of Dues
Maintain Combined Worksite Density all year at 55% or above (Must start above 55%) 50% of Dues

Combined Worksite Density = Total Members (Inst. + SRP) Divided by Total Employees (Inst. + SRP)

\*To qualify for this portion, Building Reps at the worksite MUST recruit at least 1 new member. A Building Rep may only qualify for one (1) payment from this section.

CHECKLIST –10% Total % \_\_\_\_\_

ALL MUST BE COMPLETED TO RECEIVE REIMBURSEMENT FOR THIS PORTION.

Must complete ALL items:

- Bulletin Board
• Verified by Business Rep
Submit results of USEP elections
• Building Rep elections for 2022-2023 (due by Monday, May 1, 2023)
• Contract Ratification
Hold two (2) fall and two (2) spring semester worksite meetings
• Please provide date, topic, and attendance of meetings and one meeting MUST INCLUDE Officer, Benefits Partner or Business Representative
Fall 1 Fall 2 Spring 1 Spring 2
Create a worksite map and meet with Business Rep to develop an organizing plan (due by Friday, Nov. 11, 2022)
• Verified by Business Rep
Principal/Supervisor Meetings (At least four (4))
• Provide at least two (2) examples of your minutes, bulletins, or agenda with dates and verify attendance at four (4) meetings (Multiple reps may attend meetings)
• Verified by Business Rep
Mtg. 1 Mtg. 2 Mtg. 3 Mtg. 4

TRAINING – Up To 25% Total (12.5% For Each Training Attended) % \_\_\_\_\_

Attend either/both Leadership Training sessions: Leadership Training in fall 2022 and spring 2023.

(Verified by Business Rep/USEP Office)

- 1. Attendance at either/both Leadership Training(s) qualifies you for the Training incentive. (Must attend 6 Components to get full credit)
2. Attendance will be verified by Business Rep/USEP Office

MEETINGS INCENTIVE –15% % \_\_\_\_\_

Attend Rep Rally 5% (Verified by Business Rep/USEP Office)

Attend five (5) of eight Rep Council Meetings 10%
• Document how you shared information presented at the meeting (email, worksite mtg., etc.) (Verified by Business Rep/USEP Office)