



## PERFORMANCE BONUSES FOR PERMANENT EHRA EMPLOYEES

### [University Policy 102.16](#)

#### **Purpose of Performance Bonuses**

Performance bonuses are discretionary and are intended to reward **extraordinary achievements** in the course and scope of an employee's University employment. "Extraordinary achievements" means exceptional performance beyond normal expectations of the employee's position.

#### **Performance Achievements**

A performance bonus must be based on at least one of the following specific, demonstrated, extraordinary achievements, as documented in the employee's annual performance appraisal and in alignment with the strategic goals of the University:

- Extraordinary Contributions
- Extraordinary Collaboration/Creativity
- Extraordinary Results

#### **Bonus Amount**

The University will annually determine pools of available central funding for EHRA faculty and EHRA non-faculty performance bonuses. A performance bonus awarded in a single fiscal year may not exceed the thresholds established in UNC Board of Governors Regulation [300.2.14.2\[R\]](#). Recommended performance bonus amounts are contingent upon funding availability and are subject to retirement contributions.

#### **Eligible Employees and General Requirements**

1. Only employees in permanent EHRA faculty and EHRA non-faculty positions are eligible for performance bonuses under University Policy 102.16, Performance Bonuses for Permanent EHRA Employees.
2. Performance bonuses may be awarded only after an employee's manager has completed an annual performance appraisal of the employee.
3. The University will not award any performance bonus under University Policy 102.16 to an employee who:
  - has received an end of appointment notice;
  - did not receive an overall rating of at least "Meeting Expectations" on their most recent annual appraisal, or if an annual performance appraisal was not required, is deemed to not be in "good standing";
  - is currently working under a performance improvement or development plan; or
  - is no longer actively employed in their position.
4. Receipt of a performance bonus does not preclude an employee from receiving a sign-on or retention bonus as may be allowed under [University Policy 101.26, Sign-On and Retention Bonuses](#).
5. Receipt of a performance bonus does not preclude an employee from receiving a retention base salary increase for a competitive offer as allowed by existing salary administration policy and regulation.