

**FY2024 UAB Academic and Administrative Compensation Guidelines
Salary Distribution Plan Template**

College/School/Unit:	
Responsible Party:	
Total Merit Increase Pool (FIPs included)	Instructions: Provide the total dollar amount for the department’s merit increases and Fixed Increment Payments (FIPs). Example: \$300,000
Percent of Total Salary Base	%
Proposed Equity Adjustments	Instructions: Provide the \$ amount for equity adjustments and number of employees that will receive the adjustment. Example: \$15,000 total for equity; 6 employees to receive equity adjustments
EPPs	Instructions: Provide the \$ amount for Exceptional Performance Payments (EPPs) and number of employees to receive an EPP. Example: \$5,500 total for EPP; two employees to receive an EPP
Planned Merit Ranges for Individual Increases	Instructions: Provide the percent range for your merit increases. Example: 0% to 5%
Planned Distribution Strategy	Instructions: Provide distribution strategy for your employees. Example: 70% will receive a 2% increase 20% will receive less than a 2% increase 10% will receive greater than a 2% increase
Funding Sources Utilized	Instructions: Provide details on how the merits, FIPs and EPPs will be funded. Example: Revenue from Ledger 2 account and cost savings
Additional Notes	Example: Considering funding for EPPs