

Sample Executive Compensation Policy

A Compensation Committee will be composed of members from the Board of Directors. The responsibility of the Compensation Committee is to determine reasonable compensation and appropriate salaries for key employees of the organization. The Committee conducts an annual compensation study, using comparative data, in order to determine salary recommendations. Comparative data used includes national salary surveys and review of Forms 990 for other similar organizations.

The Committee makes recommendations to the Board of Directors for the annual salaries of key employees. The Board of Directors approves these salaries and the approval is documented in the Board minutes. The Organization also has a written employment contract with the Executive Director.