

2017-2018 Salary Budget Survey

Please complete form, then email to surveys@salarytrends.com or FAX to (503) 485-9357

Participant Information

General Information:

Organization Name: _____
Your Name: _____
Address: _____
City/State: _____
Zip Code: _____ County: _____
Email: _____
Phone: _____ Fax: _____

Area Definitions: Survey results will be computed for the three areas defined below. If you have employees in more than one area, and your practices are essentially the same, indicate the number of employees in each area (question 1 on input form) and then complete the input form once. If your practices are significantly different for each area, please complete a separate input form for each area.

AREA 1: Portland Metro

Counties Included:

Clackamas
Clark
Columbia
Cowlitz
Multnomah
Washington

AREA 2: Mid-Willamette

Counties Included:

Benton
Lane
Linn
Marion
Polk
Yamhill

AREA 3: Surrounding Area

Counties Included:

Baker	Gilliam	Klamath	Tillamook
Clatsop	Grant	Lake	Umatilla
Coos	Harney	Lane (coastal)	Union
Crook	Hood River	Lincoln	Wasco
Curry	Jackson	Malheur	Wheeler
Deschutes	Jefferson	Morrow	
Douglas	Josephine	Sherman	

Industry Category (check a box to identify the primary activity of the reporting organization):

- | | |
|--|---|
| ☐ Construction | ☐ Professional / Business Services |
| ☐ Education Services | ☐ Public Administration |
| ☐ Financial (Banking, Insurance, Real Estate) | ☐ Retail Trade |
| ☐ Health Services | ☐ Services, not elsewhere classified |
| ☐ Information (Communication/Broadcasting) | ☐ Social Services |
| ☐ Leisure / Hospitality Services | ☐ Transportation / Warehousing |
| ☐ Mfg Durable Goods (useful 3+ yrs) | ☐ Utilities |
| ☐ Mfg Non-Durable Goods (- than 3 yrs) | ☐ Wholesale Trade |
| ☐ Natural Resources / Mining | ☐ Other: _____ |

Profit Status

- ☐ For Profit
☐ Not for Profit

Union Status

- ☐ Union
☐ Non Union

Employee Count

- | | | |
|-------------------------------------|-------------------------------------|-------------------------------------|
| ☐ 1 to 99 | ☐ 100 to 249 | ☐ 250 to 499 |
| ☐ 500 to 999 | ☐ 1,000+ | |

Est. Revenue (in millions)

- | | | | |
|-------------------------------------|-------------------------------------|---------------------------------------|---------------------------------------|
| ☐ 0 to 4.9 | ☐ 5 to 9.9 | ☐ 10 to 14.9 | ☐ 15 to 24.9 |
| ☐ 25 to 49.9 | ☐ 50 to 99.9 | ☐ 100 to 249.9 | ☐ 250 to 499.9 |
| ☐ 500+ | | | |



SalaryTrends®
Powered by Cascade Employers Association

2017-2018 Salary Budget Survey

Participant Input Form

Organization Name:

Definitions & Instructions

Please respond to all questions for each applicable employee group within your organization while observing the following:

1. Pay changes include merit, step, COLA, general and other types of increases (excluding promotions).
2. If you have no employees in a group, please do not enter responses - leave these boxes blank.
3. Respond even if you are not giving increases, you are deferring increases, or if you are decreasing pay.
4. A "No" response indicates no change for the entire year.
5. Enter positive percentage changes to one decimal place (e.g., 4.1, 2.5, etc).
6. Enter negative percentage changes with a minus (-) sign (e.g., -2.0, -3.5, etc).
7. Enter zero change only if that is your response. If a pay freeze applies to the entire year, enter zero.
8. If you do not have a reasonable estimate of the appropriate response, enter TBD.
9. Variable/bonus pay applies to any formal performance based incentive plan (e.g., profit sharing, gain sharing, individual incentives, combined team and individual plans, commissions, etc.).

		Employee Groups					
		Area	Union Contract	Non-Exempt Production, Maintenance & Service	Non-Exempt Clerical & Technical	Exempt Supervisory, Managerial & Professional	Executives
Employees by Area	1	For each <u>applicable</u> employee group, enter the number of employees in each reporting area.	1				
	2						
	3						
Pay Changes (7/1/16 to 6/30/17)	2	What was your average percentage pay change between 7/1/16 and 6/30/17? Leave blank if not applicable. Include 0% (pay freeze) and negative changes. Report percentages as a whole number ("3" instead of 0.03, or "-3.5" instead of -0.035). DO NOT use a % sign.		%	%	%	%
Projected Pay Changes (7/1/17 to 6/30/18)	3	How much do you project your average pay change will be between 7/1/17 and 6/30/18?		%	%	%	%
Short-Term Variable or Bonus Pay (e.g., 1 year):	4	Do you provide short-term performance based variable pay? (Enter Y if yes, N if no).					
	5	If yes, what was your average award as a percent of base pay for the last 12 month period?		%	%	%	%
	6	If yes, what is your projected average award as a percent of base pay for the next 12 months?		%	%	%	%