

2019 Leave Benefits Report



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**A comprehensive paid
leave benefits survey
to help our clients
make key business
decisions related
to paid leave benefits.**

Introduction

NFP and Helios HR frequently heard clients ask questions about paid leave. Clients wanted to know what types of leave were being offered in the region and/or in their industry, how much time off was typical, how the programs were structured, and more. After searching for relevant market data, NFP and Helios HR discovered it simply didn't exist. Nothing provided the level of detail sufficient to answer the questions clients were asking. Therefore, NFP and Helios HR decided to create the first of their own comprehensive paid leave benefits survey to help our clients make key business decisions related to their paid leave benefits.



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About the Data

Our inaugural survey collected survey responses with open-ended questions for three months (May – August 2019). We received over 200 responses, with 191 valid submissions. The valid survey submissions include employers representing 15 states and the District of Columbia, and comprise three main business sectors and 16 industries. Readers are advised to consider trends for specific regions, industries and employer-size groups in conjunction with the corresponding national trend.

Between September and December 2019, NFP and Helios HR consultants analyzed the data to ensure accuracy and identify top trends. We utilized the Categorical Data Method for analysis and reporting of the survey data.

It is important to note that this report follows the Antitrust Regulations (“safe harbor” guidelines), which require that there be at least five organizations reporting data for each statistic. All categories that have fewer than five responses will be notated with an (*) and all categories with no available data will be notated with an (-). For more information, read the FTC blog on reasonable information exchange (<https://www.ftc.gov/news-events/blogs/competition-matters/2014/12/information-exchange-be-reasonable>) or consult the full Guide to Antitrust Laws (<https://www.ftc.gov/tips-advice/competition-guidance/guide-antitrust-laws>). In some cases, table rows will not total to 100% due to the omission of nonresponses. These instances are noted.



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States by Region

DC Metro Area

Maryland

Virginia

Washington, DC

Northeast

Connecticut

Maine

Massachusetts

New Hampshire

New Jersey

New York

Pennsylvania

Rhode Island

Vermont

Midwest

Illinois

Indiana

Iowa

Kansas

Michigan

Minnesota

Missouri

Nebraska

North Dakota

Ohio

South Dakota

Wisconsin

West

Alaska

Arizona

California

Colorado

Hawaii

Idaho

Montana

Nevada

New Mexico

Oregon

Utah

Washington

Wyoming

South

Alabama

Arkansas

Delaware

Florida

Georgia

Kentucky

Louisiana

Mississippi

North Carolina

Oklahoma

South Carolina

Tennessee

Texas

West Virginia

Executive Summary

The 2019 Leave Benefits Survey was conducted by Helios HR and NFP. Recognizing the vast diversity between the types of businesses in the Washington, DC, Metro area and around the US, this survey was intended to measure and gain insight into the varying types of leave being offered in today's market and the policy details that surround each type of leave.

The survey was conducted from May 2019 through August 2019. One-hundred and ninety-one diverse organizations responded to the survey, representing respondents in 16 different states. Responses on varieties of leave offered and the practice of administering the various forms of leave were analyzed, and the results are presented in this survey. The paragraphs below provide a summary of some of the significant findings in this survey.

Participant Demographics

One-hundred ninety-one participants responded to the survey, with varying organization sizes from fewer than 50 employees to greater than 5,000. Twenty-six percent (26%) of participants are in the nonprofits/association industry, 29% of participants are in the government contracting industry, and 45% of participants are in the commercial industry.

Seventy-nine percent (79%) of the respondents are in the Washington, DC, Metro area and 21% are outside of the DC Metro area. Seventy-four percent (74%) of the participants are multistate employers.

Paid Time Off (PTO)

The types of paid leave, whether PTO or a combination of vacation and sick leave, are almost evenly split between the respondents. Forty-eight percent (48%) of respondents are offering PTO, 50% offer a combination of sick/vacation, and three percent (3%) offer unlimited leave.

For respondents offering traditional PTO, 81% use the accrual method and 16% use the lump sum method. Seventy-four percent (74%) allow PTO to carry over at year end. Eighty-eight percent (88%) of respondents allow their employees to accrue additional PTO/vacation based on tenure with the company. More than half of respondents (60%) allow employees to go into the negative, and 70% of those participants reported employees could go up to 40 hours into the negative.

Paid Parental Leave

Paid parental leave continues to gain traction with respondents. Nearly half (45%) of respondents offer PTO for the birth/adoption of a new child. Fifty-one percent (51%) of respondents offer six weeks or less of leave, followed by 44% that offer six to twelve weeks, and a small percentage of organizations provide 12 or more weeks. Primary caregivers or birthing parents receive more PTO; with some respondents, almost two times more than non-primary caregivers or non-birthing parents. Seventy-six percent (76%) of respondents are paying parental leave at 100% of an employee's pay. According to a World at Work Survey, one in three organizations require at least one year of employment before an employee can take paid parental leave.¹

Mandated Sick and Paid Family Leave

Sixty-three percent (63%) of respondents surveyed have employees who are subject to statutory paid sick leave. Eighty-eight percent (88%) of respondents that are subject to mandated sick leave offer a policy that meets or is more generous than mandated leave. Less than half of the respondents (45%) are subject to statutory paid family leave. Eighty-seven percent (87%) of respondents that are subject to mandated paid family leave offer a policy that meets or is more generous than mandated leave.

¹ World at Work. 2019 Paid Time Off/Paid Parental Leave Programs & Practices.

Holidays

Almost all survey respondents, 99%, offer paid holidays. This amount represents 100% of nonprofit industries. Seventy-eight percent (78%) of respondents provide eight to fourteen days for holidays. This amount aligns with the standard ten holidays recognized by the federal government.

Personal Days

For the purposes of this survey, personal days are considered separate from any other type of leave, such as PTO. Only 28% of respondents offer personal days in addition to PTO and vacation pay. Seventy-two percent (72%) of respondents offer one to three days off for personal leave, in addition to PTO and vacation.

Disability

The survey did inquire about the availability of disability insurance offered by respondents. Absences covered by disability insurance are not considered paid parental leave for purposes of this survey. Ninety percent (90%) of respondents who offer PTO for the birth/adoption of a new child also offer a disability benefit. Disability runs concurrently with paid family leave, PTO or other supplemental income.

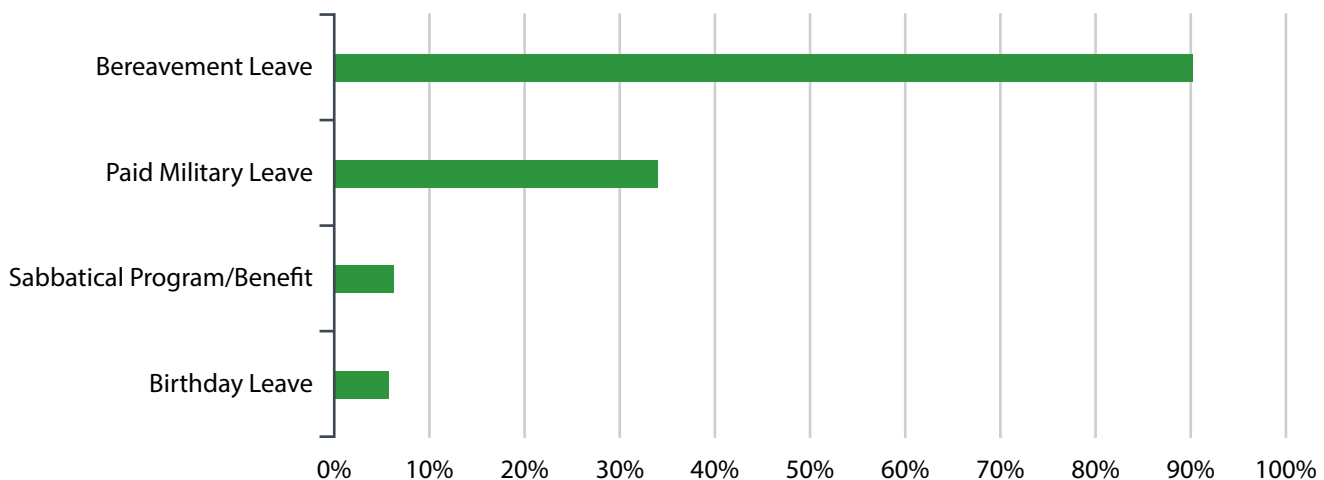
Return-to-Work Program

A return-to-work program allows employees who are unable to perform their normal job duties due to an injury or illness to return to work on a temporary, limited or modified duty capacity while they recover. Half of the survey respondents (50%) follow a return-to-work program in conjunction with the disability leave. Thirty-six percent (36%) of respondents use a third-party vendor to administer or manage disability leave.

Additional Types of Paid Leave Offered by Respondents

There are various types of additional paid leave offered by the respondents, including bereavement, military, sabbatical and birthday leave. Ninety percent (90%) of respondents offered paid bereavement leave and 68% offer one to three days of paid bereavement leave. A paid sabbatical is offered by a little over 6% of respondents, military leave is offered by 34%, and a birthday day off is offered about 6%.

Additional Types of Paid Time Off Offered:



Low- or No-Cost Benefit Offerings

Respondents were asked about low- or no- cost benefits or discounts offered and the following trends were identified: free fitness trackers and access to gyms, cell phone or cell phone reimbursement, casual dress every day, discounts to membership club stores such as Costco, and value-added benefits such as legal services, identify theft and employee assistance programs (EAPs).

Flexible Hours or Summertime Hours

In this study, “summertime hours” are defined as agreed-upon time when employees can leave work early on a given day or days as long as their work is completed for the week. Typically, summertime hours are between Memorial Day and Labor Day. This definition does not include remote work, telework or flextime.

Twenty-seven percent (27%) of respondents participate in flexible hours. Some employers who responded “no” cannot accommodate flexible hours due to customer needs or their 24-hour operation schedules. Sixty-three percent (63%) of respondents that offer flextime or summertime hours allow all employees to participate.

Although our survey doesn’t address telecommuting or other flexible work arrangements, other surveys do — such as the 2019 DC SHRM survey, which reported that 91% of employers across the DC Metro area allow telecommuting or flexible work schedules to full-time employees. Zenefits, a cloud-based HR and payroll software company, also recently surveyed organizations with 500 or fewer employees on the topic and found that 67% of employers offer some form of flexible work arrangement outside of remote, telework, flextime and casual attire. These arrangements can include unlimited PTO/vacation, compressed work weeks, part-time work, job sharing, sabbaticals and gradual/transitional retirement.

Part-Time Leave Benefits

Half of all respondents (50%) offer PTO to part-time employees. Among the top three paid leave benefits offered to part-time employees are bereavement, holidays and sick leave. Most respondents reported that their part-time employees receive the same paid leave as full-time employees at a prorated amount.

Top Challenges

The number one challenge reported by respondents was interpreting federal and state leave laws, followed by compliance with federal and state laws. Coordinating different types of absence and applying ADA and ADAAA to the organization’s processes were tied for the third biggest challenge for employers. With state and local leave laws frequently being enacted around the United States, managing leave is more difficult in today’s workplace.

² DC SHRM. 2019 National Capital Area Benefits Survey Report.

³ Zenefits. The State of Flexible Work Arrangements. Benchmarks for Small Businesses.

Demographics

Sector	Percentage
Government Contracting	29%
Nonprofit/Association	26%
Commercial	45%

Industry	Percentage
Airlines & Aerospace (Including Defense)	*
Construction, Machinery and Homes	4%
Education	5%
Finance & Financial Services	5%
Food & Beverages	*
Government	*
Healthcare & Pharmaceuticals	5%
Hospitality	*
Insurance	*
Manufacturing	5%
Nonprofit	20%
Professional Services	26%
Retail & Consumer Durables	*
Real Estate	7%
Telecommunications, Technology and Internet & Electronics	14%
Utilities, Energy and Extraction	*

Geographic Region	Percentage
Midwest	*
Northeast	7%
South	91%
West	*

* Not reported to protect subgroups with fewer than 5 responses

- No reported data

DC Metro Area	Percentage
Yes	79%
No	21%

Multistate Employer	Percentage
Yes	74%
No	26%

Revenue	Percentage
Less than \$5M	13%
Between \$5M and \$10M	11%
Between \$10M and \$25M	20%
Between \$25M and \$50M	15%
Between \$50M and \$100M	18%
Greater than \$100M	23%

Full-Time Employees	Percentage
Fewer than 50	21%
Between 51 and 100	12%
Between 101 and 250	21%
Between 251 and 500	24%
Between 501 and 1,000	12%
Between 1,001 and 5,000	6%
Greater than 5,001	4%

Total Survey Results and Analysis

Mandated Leave

Statutory Sick Leave

At the time of this report, there are no federal laws governing paid sick leave. Eleven states, including Washington, DC, have adopted paid sick leave regulations. The following states have paid sick leave laws:

- Arizona
- California
- Connecticut
- Maine
- Maryland
- Massachusetts
- Michigan
- New Jersey
- Oregon
- Rhode Island
- Vermont
- Washington
- Washington, DC

Each state has unique regulations and guidance including employee eligibility, accrual rates and usage. Organizations can offer more generous leave options if they choose, but it is not required.

All categories which have less than five responses will be notated with an (*) and all categories with no available data will be notated with an (-).

Percentage of organizations subject to statutory paid sick leave:

ALL SURVEY PARTICIPANTS	
All Survey Participants	63%
BY SECTOR	
Government Contractors	67%
Wholesale/Retail	54%
Services	65%
BY REGION	
Northeast	79%
South	61%
DC METRO REGION	
DC Metro Area	62%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	100%
Between 1,001 and 5,000	83%
Between 501 and 1,000	64%
Between 251 and 500	67%
Between 101 and 250	68%
Between 51 and 100	48%
Fewer than 50	49%

01 Out of the 63% of organizations with mandated sick leave, 71% have a companywide sick leave policy.

02 Sector data is based on the number of survey participants (organizations) in that specific industry.

Percentage of organizations subject to paid sick leave and have a companywide sick leave policy:

ALL SURVEY PARTICIPANTS	
All Survey Participants	71%
BY SECTOR	
Government Contractors	70%
Wholesale/Retail	85%
Services	64%
BY REGION	
Northeast	73%
South	72%
DC METRO REGION	
DC Metro Area	71%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	*
Between 1,001 and 5,000	50%
Between 501 and 1,000	50%
Between 251 and 500	77%
Between 101 and 250	71%
Between 51 and 100	82%
Fewer than 50	90%

03 Out of the 71% of organizations that have a companywide sick leave policy, 88% state that their sick leave policy reflects the most generous regulations.

04 Additional Insight: 44% of government contractors that have a mandated sick leave program are within the professional services industry.

Percentage of organizations subject to paid sick leave and their companywide sick leave policy reflects the most generous regulations:

ALL SURVEY PARTICIPANTS	
All Survey Participants	88%
BY SECTOR	
Government Contractors	85%
Nonprofit/Association	87%
Commercial	92%
BY REGION	
Northeast	100%
South	87%
DC METRO REGION	
DC Metro Area	88%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	*
Between 1,001 and 5,000	*
Between 501 and 1,000	86%
Between 251 and 500	91%
Between 101 and 250	85%
Between 51 and 100	100%
Fewer than 50	83%



Top reasons why organizations are not subject to statutory paid sick leave:

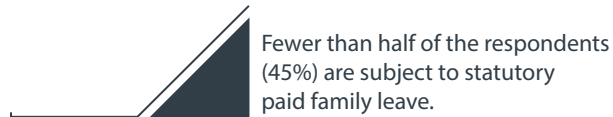
- Combined PTO offering (vacation and sick)
- Sick leave is only offered to part-time employees when required by state regulations
- The organization's benefit is richer than statutory requirements

Statutory Paid Family Leave

- Serious Health Issue
- Military Needs
- Ill Family Members
- Newly Arrived Child
 - Maternity Leave
 - Paternity Leave
 - Parental Leave

Percentage of organizations subject to statutory paid family leave:


ALL SURVEY PARTICIPANTS	
All Survey Participants	45%
BY SECTOR	
Government Contractors	53%
Nonprofit/Association	28%
Commercial	49%
BY REGION	
Northeast	64%
South	42%
DC METRO REGION	
DC Metro Area	42%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	86%
Between 1,001 and 5,000	75%
Between 501 and 1,000	55%
Between 251 and 500	47%
Between 101 and 250	41%
Between 51 and 100	35%
Fewer than 50	29%



* Not reported to protect subgroups with fewer than 5 responses
 - No reported data

Percentage of organizations subject to paid family leave and have a companywide paid family leave policy:

ALL SURVEY PARTICIPANTS	
All Survey Participants	45%
BY SECTOR	
Government Contractors	52%
Nonprofit/Association	57%
Commercial	36%
BY REGION	
Northeast	*
South	47%
DC METRO REGION	
DC Metro Area	49%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	*
Between 1,001 and 5,000	*
Between 501 and 1,000	58%
Between 251 and 500	24%
Between 101 and 250	53%
Between 51 and 100	*
Fewer than 50	83%



The organizations that do offer a companywide paid family leave policy reflect the most generous regulations.

Percentage of organizations subject to paid family leave and have a companywide policy reflecting the most generous regulations:

ALL SURVEY PARTICIPANTS	
All Survey Participants	87%
BY SECTOR	
Government Contractors	80%
Nonprofit/Association	88%
Commercial	93%
BY REGION	
Northeast	*
South	85%
DC METRO REGION	
DC Metro Area	84%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	*
Between 1,001 and 5,000	*
Between 501 and 1,000	100%
Between 251 and 500	*
Between 101 and 250	89%
Between 51 and 100	*
Fewer than 50	80%

Paid Leave

Percentage of organizations offering:

	PTO Only	Separate Sick & Vacation	Sick Leave Only	Vacation Only	Unlimited
ALL SURVEY PARTICIPANTS					
All Survey Participants	45%	50%	*	*	3%
BY SECTOR					
Government Contractors	55%	38%	-	-	-
Nonprofit/Association	20%	80%	-	-	-
Commercial	53%	40%	*	*	*
BY REGION					
Northeast	50%	43%	*	-	-
South	45%	51%	-	*	3%
DC METRO REGION					
DC Metro Area	46%	50%	-	-	4%
BY NUMBER OF EMPLOYEES					
Greater than 5,001	*	*	-	-	-
Between 1,001 and 5,000	58%	42%	-	*	-
Between 501 and 1,000	41%	59%	*	*	*
Between 251 and 500	44%	47%	-	-	-
Between 101 and 250	44%	49%	-	-	-
Between 51 and 100	65%	35%	-	-	*
Fewer than 50	34%	63%	-	-	*

- Half of the survey participants offer separate vacation and sick leave programs. Forty-five percent (45%) offer PTO only.
- Very few survey participants offer only sick leave and/or only vacation.
- Many organizations offer a variety of leave packages/programs and employee eligibility is based upon job classification.
 - The job classification method groups similar positions based upon responsibilities, pay level, duties and tasks. These groups are further assigned a benefit package or level.
- Unlimited PTO is still a unique and progressive paid leave program with only 3% of survey respondents offering the benefit instead of traditional PTO or paid sick and vacation time.

* Not reported to protect subgroups with fewer than 5 responses

- No reported data

Paid Leave: PTO/Vacation

Percentage of organizations offering PTO/vacation through:

	Accrued	Lump Sum
ALL SURVEY PARTICIPANTS		
All Survey Participants	81%	16%
BY SECTOR		
Government Contractors	93%	4%
Nonprofit/Association	86%	14%
Commercial	71%	26%
BY REGION		
Northeast	57%	36%
South	83%	15%
DC METRO REGION		
DC Metro Area	85%	12%
BY NUMBER OF EMPLOYEES		
Greater than 5,001	86%	*
Between 1,001 and 5,000	67%	*
Between 501 and 1,000	77%	23%
Between 251 and 500	80%	16%
Between 101 and 250	85%	*
Between 51 and 100	87%	*
Fewer than 50	80%	20%

01

81% of the survey participants offer employees the ability to accrue leave throughout the year and 74% allow employees to carry over their accrued leave after the end of the year.

For organizations that offer PTO/vacation, what happens to unused leave at the end of the year:

	Carried Over	Carried Over & Paid Out	Lost	Paid Out	Other
ALL SURVEY PARTICIPANTS					
All Survey Participants	74%	3%	14%	3%	7%
BY SECTOR					
Government Contractors	77%	*	*	*	*
Nonprofit/Association	82%	-	14%	-	*
Commercial	66%	*	20%	*	8%
BY REGION					
Northeast	69%	*	*	*	*
South	74%	*	15%	*	7%
DC METRO REGION					
DC Metro Area	80%	*	10%	*	6%
BY NUMBER OF EMPLOYEES					
Greater than 5,001	*	*	*	*	-
Between 1,001 and 5,000	58%	*	*	-	*
Between 501 and 1,000	91%	-	*	-	-
Between 251 and 500	67%	*	19%	*	*
Between 101 and 250	79%	-	*	*	13%
Between 51 and 100	65%	*	22%	*	-
Fewer than 50	83%	-	12%	-	*

02

Some organizations pay out leave on a fiscal year or other date determined by the company.

03

Majority of survey respondents (74%) allow employees to carry over PTO/vacation leave accruals.

For organizations who allow employees to carry over unused leave, what is the maximum carry over amount:

	40-80 Hours	81-160 Hours	161+ Hours	Unlimited	Other
ALL SURVEY PARTICIPANTS					
All Survey Participants	30%	17%	23%	3%	4%
BY SECTOR					
Government Contractors	26%	29%	31%	4%	-
Nonprofit/Association	26%	18%	30%	*	*
Commercial	34%	11%	16%	*	*
BY REGION					
Northeast	46%	-	*	-	*
South	28%	17%	24%	3%	4%
DC METRO REGION					
DC Metro Area	31%	19%	24%	3%	3%
BY NUMBER OF EMPLOYEES					
Greater than 5,001	*	*	*	-	*
Between 1,001 and 5,000	*	*	*	-	*
Between 501 and 1,000	27%	*	41%	-	*
Between 251 and 500	19%	16%	30%	-	*
Between 101 and 250	32%	18%	24%	*	*
Between 51 and 100	35%	*	*	*	-
Fewer than 50	39%	17%	15%	*	*



The max PTO pay out for government contractors and commercial organizations ranges from 25% of balance, or 40 hours to 100% of balance or 200 hours.

PTO/vacation days offered during the first year of employment:

	0-10 Days	11-15 Days	16-20 Days	21-25 Days	26+ Days
ALL SURVEY PARTICIPANTS					
All Survey Participants	32%	48%	12%	5%	*
BY SECTOR					
Government Contractors	25%	60%	*	*	*
Nonprofit/Association	34%	44%	12%	*	*
Commercial	36%	43%	16%	*	*
BY REGION					
Northeast	*	46%	*	*	-
South	33%	49%	11%	5%	*
DC METRO REGION					
DC Metro Area	27%	54%	11%	5%	*
BY NUMBER OF EMPLOYEES					
Greater than 5,001	*	*	*	*	-
Between 1,001 and 5,000	42%	42%	*	-	-
Between 501 and 1,000	50%	27%	*	*	*
Between 251 and 500	40%	42%	*	*	*
Between 101 and 250	24%	61%	*	*	*
Between 51 and 100	30%	35%	22%	*	-
Fewer than 50	24%	63%	*	*	-

01

11-15 days of PTO/vacation is commonly offered across regions and sectors for first year employees.

Percentage of organizations that offer employees additional PTO/vacation time based on tenure:

ALL SURVEY PARTICIPANTS	
All Survey Participants	88%
BY SECTOR	
Government Contractors	89%
Nonprofit/Association	80%
Commercial	92%
BY REGION	
Northeast	92%
South	87%
DC METRO REGION	
DC Metro Area	86%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	100%
Between 1,001 and 5,000	100%
Between 501 and 1,000	91%
Between 251 and 500	91%
Between 101 and 250	87%
Between 51 and 100	78%
Fewer than 50	83%

02

88% of survey participants leverage paid leave to retain and reward tenure.

Percentage of organizations that offer employees additional PTO/vacation time based on tenure do so with the following maximums of accrual:

	80-160 Hours	161-240 Hours	241+ Hours	Unlimited
ALL SURVEY PARTICIPANTS				
All Survey Participants	35%	42%	8%	*
BY SECTOR				
Government Contractors	32%	49%	*	-
Nonprofit/Association	26%	48%	*	-
Commercial	42%	35%	11%	*
BY REGION				
Northeast	*	46%	*	-
South	36%	42%	7%	*
DC METRO REGION				
DC Metro Area	35%	44%	5%	*
BY NUMBER OF EMPLOYEES				
Greater than 5,001	*	*	-	-
Between 1,001 and 5,000	42%	50%	-	-
Between 501 and 1,000	36%	32%	*	*
Between 251 and 500	35%	40%	*	-
Between 101 and 250	42%	42%	*	-
Between 51 and 100	22%	43%	*	-
Fewer than 50	34%	46%	-	*



Nearly half of government contractors and employers with 1,000+ employees offer up to 4-6 weeks of PTO/vacation. Some commercial employers are even more generous, offering greater than 6 weeks.

Percentage of organizations that offer PTO/vacation and allow employees to go into the negative as it relates to PTO:

ALL SURVEY PARTICIPANTS	
All Survey Participants	60%
BY SECTOR	
Government Contractors	81%
Nonprofit/Association	40%
Commercial	58%
BY REGION	
Northeast	38%
South	62%
DC METRO REGION	
DC Metro Area	64%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	43%
Between 1,001 and 5,000	43%
Between 501 and 1,000	58%
Between 251 and 500	45%
Between 101 and 250	66%
Between 51 and 100	74%
Fewer than 50	59%

01

Majority of organizations allow employees to go into the negative up to 40 hours.

02

Purchasing PTO:

3% of the survey participants allow employees to purchase additional PTO.

Number of negative hours employees can use:

	40 Hours or Less	41-79 Hours	80+ Hours	1x Annual	Unlimited	Case by Case
ALL SURVEY PARTICIPANTS						
All Survey Participants	70%	-	*	5%	*	14%
BY SECTOR						
Government Contractors	88%	-	*	-	-	*
Nonprofit/Association	50%	-	-	*	-	40%
Commercial	63%	-	*	*	*	13%
BY REGION						
Northeast	*	-	-	-	-	*
South	71%	-	*	5%	*	14%
DC METRO REGION						
DC Metro Area	73%	-	*	*	*	14%
BY NUMBER OF EMPLOYEES						
Greater than 5,001	*	-	-	-	-	-
Between 1,001 and 5,000	100%	-	-	-	-	-
Between 501 and 1,000	70%	-	-	*	-	*
Between 251 and 500	68%	-	-	*	*	24%
Between 101 and 250	76%	-	*	-	*	*
Between 51 and 100	76%	-	*	*	-	-
Fewer than 50	54%	-	*	*	*	25%

Percentage of organizations that allow employees to donate paid leave to fellow employees:

ALL SURVEY PARTICIPANTS	
All Survey Participants	18%
BY SECTOR	
Government Contractors	32%
Nonprofit/Association	22%
Commercial	7%
BY REGION	
Northeast	*
South	19%
DC METRO REGION	
DC Metro Area	18%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	*
Between 1,001 and 5,000	*
Between 501 and 1,000	27%
Between 251 and 500	30%
Between 101 and 250	*
Between 51 and 100	*
Fewer than 50	*

01

Eligibility/criteria are in place to administer/manage leave donation.

Most allow employees to donate to a leave bank that employees in need can draw from.

Employees must have a minimum number of hours before they can donate; employees can donate hours that are above the minimum requirements.

02

Employers should work with their finance department as there are tax implications employers should consider before implementing such a policy.

03

18% of survey respondents offer employees the opportunity to donate their paid leave to their colleagues.

Paid Leave: Unlimited PTO

Three percent (3%) of survey participants have an unlimited leave program and 100% of those organizations are located within the DC Metro region (notated in the Paid Leave section).

Guidelines are established to ensure continued operations and eligibility can be based on tenure and position. All of the employers offering an unlimited leave program have a policy/guideline around how much and when leave can be used.


Organizations offering unlimited leave do not put a cap on the amount of time that can be used, however they do track the amount of leave taken. When organizations track the amount of leave that is used, it is for analytic purposes only.

Paid Leave: Sick Leave

Fifty (50%) of the organizations who participated in the survey have separate sick leave and vacation program as notated in the Paid Leave section.

Percentage of all responding organizations offering sick leave through:

	Accrued	Lump Sum
ALL SURVEY PARTICIPANTS		
All Survey Participants	39%	18%
BY SECTOR		
Government Contractors	36%	*
Nonprofit/Association	64%	16%
Commercial	26%	26%
BY REGION		
Northeast	*	50%
South	41%	15%
DC METRO REGION		
DC Metro Area	40%	13%
BY NUMBER OF EMPLOYEES		
Greater than 5,001	*	*
Between 1,001 and 5,000	42%	*
Between 501 and 1,000	59%	*
Between 251 and 500	36%	24%
Between 101 and 250	41%	*
Between 51 and 100	22%	*
Fewer than 50	41%	22%




For organizations offering sick leave (39%), it is most commonly accrued throughout the year and is frequently carried over. This benefit is most common in the nonprofit sector.

* Not reported to protect subgroups with fewer than 5 responses
 - No reported data

For organizations that offer sick leave, what happens to unused leave at the end of the year:

	Carried Over	Paid Out	Lost	Other
ALL SURVEY PARTICIPANTS				
All Survey Participants	55%	*	25%	19%
BY SECTOR				
Government Contractors	54%	-	*	29%
Nonprofit/Association	73%	-	15%	13%
Commercial	39%	*	39%	18%
BY REGION				
Northeast	*	*	*	*
South	58%	-	24%	19%
DC METRO REGION				
DC Metro Area	59%	-	20%	21%
BY NUMBER OF EMPLOYEES				
Greater than 5,001	*	-	*	-
Between 1,001 and 5,000	*	-	*	*
Between 501 and 1,000	67%	-	*	*
Between 251 and 500	41%	*	33%	22%
Between 101 and 250	71%	*	*	*
Between 51 and 100	75%	-	*	-
Fewer than 50	46%	-	38%	*

 No organizations reported paying out sick leave.

For organizations that allow employees to carry over unused leave, what is the maximum carry over amount:

	40-80 Hours	81-160 Hours	161+ Hours	Unlimited
ALL SURVEY PARTICIPANTS				
All Survey Participants	14%	*	17%	20%
BY SECTOR				
Government Contractors	*	-	9%	*
Nonprofit/Association	*	*	28%	28%
Commercial	18%	-	*	16%
BY REGION				
Northeast	*	-	-	*
South	13%	*	19%	22%
DC METRO REGION				
DC Metro Area	15%	*	19%	22%
BY NUMBER OF EMPLOYEES				
Greater than 5,001	-	-	*	-
Between 1,001 and 5,000	*	-	-	*
Between 501 and 1,000	*	*	*	40%
Between 251 and 500	*	-	19%	*
Between 101 and 250	24%	*	*	24%
Between 51 and 100	*	*	*	*
Fewer than 50	*	*	*	*

Number of sick leave days offered during the first year of employment:

	0-5 Days	6-10 Days	11-20 Days	21+ Days
ALL SURVEY PARTICIPANTS				
All Survey Participants	31%	44%	23%	*
BY SECTOR				
Government Contractors	42%	42%	*	-
Nonprofit/Association	*	53%	40%	*
Commercial	50%	36%	11%	*
BY REGION				
Northeast	56%	*	*	*
South	29%	45%	25%	*
DC METRO REGION				
DC Metro Area	30%	46%	23%	*
BY NUMBER OF EMPLOYEES				
Greater than 5,001	-	*	*	-
Between 1,001 and 5,000	*	*	*	-
Between 501 and 1,000	*	63%	*	*
Between 251 and 500	37%	41%	22%	-
Between 101 and 250	38%	38%	24%	-
Between 51 and 100	*	63%	*	-
Fewer than 50	27%	46%	27%	-

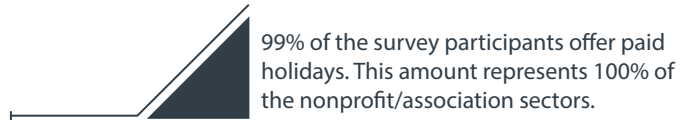


44% of organizations offer 6-10 days of sick leave during the first year of employment.

Paid Leave: Paid Holidays

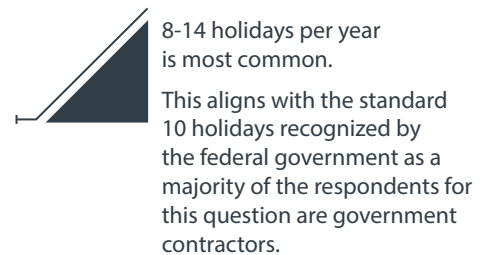
Percentage of organizations offering paid holidays:

ALL SURVEY PARTICIPANTS	
All Survey Participants	99%
BY SECTOR	
Government Contractors	98%
Nonprofit/Association	100%
Commercial	99%
BY REGION	
Northeast	100%
South	99%
DC METRO REGION	
DC Metro Area	99%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	100%
Between 1,001 and 5,000	100%
Between 501 and 1,000	100%
Between 251 and 500	98%
Between 101 and 250	100%
Between 51 and 100	96%
Fewer than 50	100%



Of the organizations that offer paid holidays they offer the following:

	1-7 Holidays	8-14 Holidays	15+ Holidays
ALL SURVEY PARTICIPANTS			
All Survey Participants	12%	78%	5%
BY SECTOR			
Government Contractors	*	93%	-
Nonprofit/Association	*	72%	20%
Commercial	20%	73%	-
BY REGION			
Northeast	*	79%	-
South	13%	78%	6%
DC METRO REGION			
DC Metro Area	11%	79%	5%
BY NUMBER OF EMPLOYEES			
Greater than 5,001	-	100%	-
Between 1,001 and 5,000	*	83%	-
Between 501 and 1,000	*	82%	*
Between 251 and 500	14%	70%	*
Between 101 and 250	*	88%	*
Between 51 and 100	*	68%	*
Fewer than 50	12%	76%	*




* Not reported to protect subgroups with fewer than 5 responses
 - No reported data

Paid Leave: Personal Days

Percentage of organizations offering personal days in addition to PTO/vacation:

ALL SURVEY PARTICIPANTS	
All Survey Participants	28%
BY SECTOR	
Government Contractors	11%
Nonprofit/Association	52%
Commercial	26%
BY REGION	
Northeast	36%
South	28%
DC METRO REGION	
DC Metro Area	28%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	*
Between 1,001 and 5,000	25%
Between 501 and 1,000	41%
Between 251 and 500	24%
Between 101 and 250	27%
Between 51 and 100	30%
Fewer than 50	29%



With PTO receiving the highest response of paid leave, only 28% of respondents offer personal days in addition to PTO/vacation pay.

Number of personal days offered:

	1-3 Days	4+ Days
ALL SURVEY PARTICIPANTS		
All Survey Participants	72%	22%
BY SECTOR		
Government Contractors	*	*
Nonprofit/Association	88%	*
Commercial	68%	27%
BY REGION		
Northeast	*	*
South	73%	22%
DC METRO REGION		
DC Metro Area	69%	24%
BY NUMBER OF EMPLOYEES		
Greater than 5,001	*	-
Between 1,001 and 5,000	*	*
Between 501 and 1,000	100%	-
Between 251 and 500	45%	45%
Between 101 and 250	91%	-
Between 51 and 100	71%	*
Fewer than 50	67%	*




When personal days are offered by employers 1-3 days are most common (72%).

Note: 6% of all respondents did not disclose the number of personal days offered.


Paid Leave: Bereavement

Percentage of organizations offering bereavement leave:

ALL SURVEY PARTICIPANTS	
All Survey Participants	90%
BY SECTOR	
Government Contractors	89%
Nonprofit/Association	98%
Commercial	86%
BY REGION	
Northeast	86%
South	90%
DC METRO REGION	
DC Metro Area	90%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	100%
Between 1,001 and 5,000	83%
Between 501 and 1,000	91%
Between 251 and 500	91%
Between 101 and 250	93%
Between 51 and 100	91%
Fewer than 50	85%



Only 3% of the organizations that offer bereavement leave offer the benefit for bereavement of a pet.

- 
- 90% of the survey participants offer bereavement leave
 - 68% offer 1-3 days of paid leave for immediate family members
 - 45% offer 1-3 days for non-immediate members
 - 20% offer 1-3 days for a close family friend

Amount of bereavement leave offered for:

	Immediate Family Member:			Non-Immediate Family Member:		Family (Close) Friend:	
	1-3 Days	4-7 Days	8+ Days	1-3 Days	4-5 Days	1-3 Days	4-5 Days
ALL SURVEY PARTICIPANTS							
All Survey Participants	68%	28%	*	45%	6%	20%	*
BY SECTOR							
Government Contractors	76%	18%	*	37%	*	*	*
Nonprofit/Association	65%	31%	*	39%	10%	18%	*
Commercial	65%	34%	-	55%	*	28%	-
BY REGION							
Northeast	50%	12%	-	67%	*	50%	-
South	70%	84%	*	44%	5%	17%	*
DC METRO REGION							
DC Metro Area	69%	76%	*	40%	7%	13%	*
BY NUMBER OF EMPLOYEES							
Greater than 5,001	86%	*	-	71%	-	*	-
Between 1,001 and 5,000	50%	50%	-	70%	-	*	-
Between 501 and 1,000	65%	30%	*	35%	*	25%	-
Between 251 and 500	61%	32%	*	37%	*	12%	*
Between 101 and 250	79%	21%	-	53%	*	16%	-
Between 51 and 100	62%	38%	-	33%	*	*	*
Fewer than 50	71%	23%	*	49%	*	29%	*

Paid Leave: VTO (Volunteer Time Off)

Percentage of organizations that offer VTO:

ALL SURVEY PARTICIPANTS	
All Survey Participants	16%
BY SECTOR	
Government Contractors	13%
Nonprofit/Association	14%
Commercial	20%
BY REGION	
Northeast	36%
South	15%
DC METRO REGION	
DC Metro Area	13%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	*
Between 1,001 and 5,000	*
Between 501 and 1,000	*
Between 251 and 500	11%
Between 101 and 250	22%
Between 51 and 100	*
Fewer than 50	15%

Number of VTO days offered annually:

	1 - 3 Days	4 - 6 Days	7-10 Days	11+ Days	Unlimited
ALL SURVEY PARTICIPANTS					
All Survey Participants	81%	*	-	*	*
BY SECTOR					
Government Contractors	*	*	-	-	*
Nonprofit/Association	71%	*	-	*	-
Commercial	94%	-	-	-	*
BY REGION					
Northeast	100%	-	-	-	-
South	77%	*	-	*	*
DC METRO REGION					
DC Metro Area	70%	*	-	*	*
BY NUMBER OF EMPLOYEES					
Greater than 5,001	*	-	-	-	-
Between 1,001 and 5,000	*	-	-	-	-
Between 501 and 1,000	*	*	-	-	-
Between 251 and 500	100%	-	-	-	-
Between 101 and 250	89%	-	-	-	*
Between 51 and 100	*	-	-	-	-
Fewer than 50	*	*	-	*	*

* Not reported to protect subgroups with fewer than 5 responses

- No reported data

Percentage of employees who utilize VTO when offered:

	Less than 25%	26 - 50%	51 - 75%	More than 75%
ALL SURVEY PARTICIPANTS				
All Survey Participants	81%	16%	-	*
BY SECTOR				
Government Contractors	100%	-	-	-
Nonprofit/Association	100%	*	-	-
Commercial	59%	*	*	*
BY REGION				
Northeast	*	*	-	-
South	85%	*	*	*
DC METRO REGION				
DC Metro Area	85%	*	*	*
BY NUMBER OF EMPLOYEES				
Greater than 5,001	*	-	-	-
Between 1,001 and 5,000	*	*	-	-
Between 501 and 1,000	*	*	-	-
Between 251 and 500	100%	-	-	-
Between 101 and 250	89%	-	*	*
Between 51 and 100	*	*	-	-
Fewer than 50	*	*	*	-



Paid volunteer time is an underutilized benefit by employees with 81% of respondents reporting less than 25% of their employee population taking VTO.

Paid Leave: Military Leave

Percentage of organizations offering paid military leave:

ALL SURVEY PARTICIPANTS	
All Survey Participants	34%
BY SECTOR	
Government Contractors	45%
Nonprofit/Association	36%
Commercial	26%
BY REGION	
Northeast	*
South	34%
DC METRO REGION	
DC Metro Area	32%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	*
Between 1,001 and 5,000	50%
Between 501 and 1,000	41%
Between 251 and 500	49%
Between 101 and 250	29%
Between 51 and 100	*
Fewer than 50	20%



Most respondents follow USERRA and pay the difference between the military pay and the employee's salary for a defined period.

Paid Leave: Sabbatical

A small number of respondents (6%) offer sabbatical leave to employees. Respondents were based in the DC Metro area and evenly split between offering paid and unpaid sabbatical programs.

Eligibility for sabbatical leave requires some tenure with the company ranging from two weeks to 30 days.

* Not reported to protect subgroups with fewer than 5 responses
 - No reported data

Parental Leave

World View on Paid Parental Leave



Percentage of organizations offering PTO for the birth/ adoption of a new child (other than short-term disability):

ALL SURVEY PARTICIPANTS	
All Survey Participants	45%
BY SECTOR	
Government Contractors	42%
Nonprofit/Association	48%
Commercial	45%
BY REGION	
Northeast	64%
South	43%
DC METRO REGION	
DC Metro Area	46%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	*
Between 1,001 and 5,000	58%
Between 501 and 1,000	55%
Between 251 and 500	33%
Between 101 and 250	40%
Between 51 and 100	30%
Fewer than 50	54%

- 02** PTO runs concurrently with short-term disability or other supplemental income.
- 03** Approximately 45% of survey participants offer paid leave for the birth/adoption of a new child. Nearly 75% of employers offering parental leave provide the same amount of leave to all new parents. 51% of the organizations offer 6 weeks or less of leave, followed by 44% that offer 6-12 weeks.
- 04** Primary caregivers or birth mothers receive more paid time off, with some organizations, almost 2x more versus non-primary caregivers or fathers. 76% of the organizations pay parental leave at 100% of employees pay.
- 05** 54% of the organizations that offer parental leave have less than 50 employees.

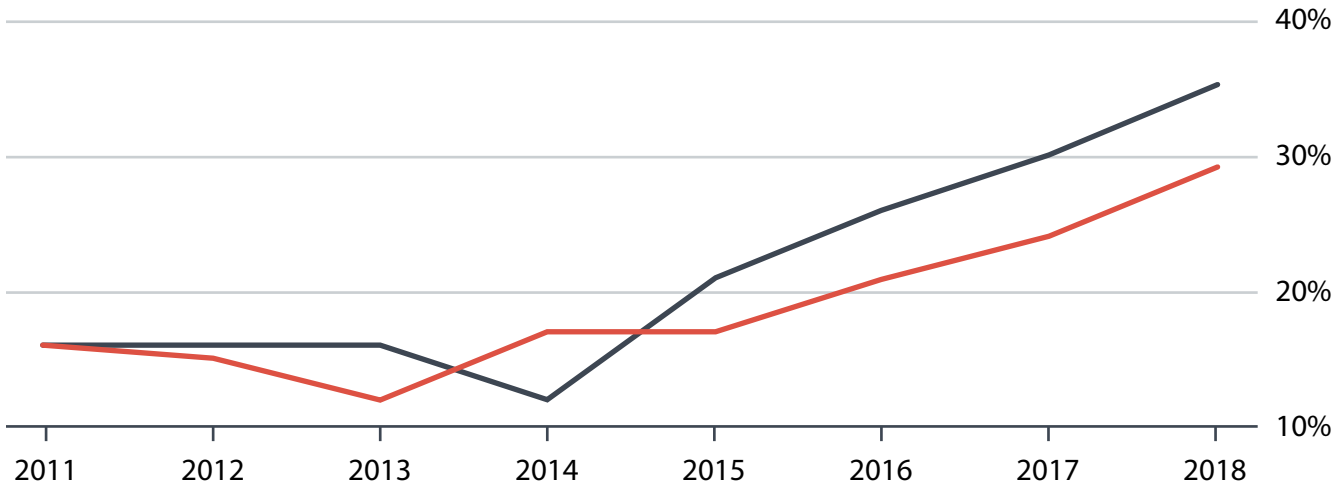
* Not reported to protect subgroups with fewer than 5 responses
 - No reported data

Paid Parental Leave Is on the Rise

More employers than ever are offering paid time off for new parents.

More than 1 in 3 US employers offers paid maternity leave beyond the amount required by law.

Maternity Leave Paternity Leave



Note: In 2016, SHRM changed the wording of its survey question to differentiate between parental leave and maternity leave

Source: The Society for Human Resource Management

Percentage of organizations that offer PTO for the birth/adoption of a new child and offer ALL new parents the same amount of leave:


ALL SURVEY PARTICIPANTS	
All Survey Participants	74%
BY SECTOR	
Government Contractors	70%
Nonprofit/Association	79%
Commercial	74%
BY REGION	
Northeast	78%
South	73%
DC METRO REGION	
DC Metro Area	77%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	*
Between 1,001 and 5,000	*
Between 501 and 1,000	83%
Between 251 and 500	67%
Between 101 and 250	75%
Between 51 and 100	*
Fewer than 50	86%

* Not reported to protect subgroups with fewer than 5 responses

- No reported data

Amount of leave organizations are offering for the birth/adoption of a new child (other than short-term disability):

	Less than 6 weeks	More than 6 weeks
ALL SURVEY PARTICIPANTS		
All Survey Participants	51%	44%
BY SECTOR		
Government Contractors	83%	*
Nonprofit/Association	38%	58%
Commercial	41%	51%
BY REGION		
Northeast	*	56%
South	54%	43%
DC METRO REGION		
DC Metro Area	55%	41%
BY NUMBER OF EMPLOYEES		
Greater than 5,001	*	*
Between 1,001 and 5,000	*	*
Between 501 and 1,000	*	58%
Between 251 and 500	67%	33%
Between 101 and 250	55%	40%
Between 51 and 100	71%	*
Fewer than 50	36%	55%



Organizations with fewer than 500 employees are leading the trend of offering paid leave for the birth or adoption of a new child.

Percentage of employee's salary that is covered by parental leave:

	Less than 50%	50%	75%	100%
ALL SURVEY PARTICIPANTS				
All Survey Participants	*	*	*	76%
BY SECTOR				
Government Contractors	-	-	-	83%
Nonprofit/Association	-	-	-	79%
Commercial	*	*	*	69%
BY REGION				
Northeast	-	*	*	56%
South	*	*	*	79%
DC METRO REGION				
DC Metro Area	*	*	*	78%
BY NUMBER OF EMPLOYEES				
Greater than 5,001	-	-	-	*
Between 1,001 and 5,000	-	*	-	*
Between 501 and 1,000	-	-	-	83%
Between 251 and 500	-	-	*	80%
Between 101 and 250	-	*	*	75%
Between 51 and 100	*	-	-	86%
Fewer than 50	*	-	*	68%

Small to mid-size organizations are leading the trend by covering 100% of an employee's salary.

Percentage of organizations that offer PTO for the birth/adoption of a new child and offer short-term disability:

ALL SURVEY PARTICIPANTS	
All Survey Participants	90%
BY SECTOR	
Government Contractors	96%
Nonprofit/Association	83%
Commercial	90%
BY REGION	
Northeast	78%
South	91%
DC METRO REGION	
DC Metro Area	91%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	*
Between 1,001 and 5,000	86%
Between 501 and 1,000	83%
Between 251 and 500	87%
Between 101 and 250	100%
Between 51 and 100	100%
Fewer than 50	82%

Percentage of organizations that offer parental leave in conjunction with short-term disability:

ALL SURVEY PARTICIPANTS	
All Survey Participants	70%
BY SECTOR	
Government Contractors	65%
Nonprofit/Association	63%
Commercial	77%
BY REGION	
Northeast	78%
South	68%
DC METRO REGION	
DC Metro Area	67%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	*
Between 1,001 and 5,000	100%
Between 501 and 1,000	75%
Between 251 and 500	67%
Between 101 and 250	85%
Between 51 and 100	*
Fewer than 50	55%

Percentage of organizations that offer parental leave in conjunction with short-term disability and subsidize the difference between short-term disability and the employee's salary:

ALL SURVEY PARTICIPANTS	
All Survey Participants	42%
BY SECTOR	
Government Contractors	33%
Nonprofit/Association	53%
Commercial	40%
BY REGION	
Northeast	*
South	39%
DC METRO REGION	
DC Metro Area	41%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	*
Between 1,001 and 5,000	*
Between 501 and 1,000	56%
Between 251 and 500	-
Between 101 and 250	35%
Between 51 and 100	*
Fewer than 50	67%

Flex Time

Does your company offer flexible or summertime hours?

Flexible/Summertime Hours is defined as: agreed upon time where employees can leave work early on a given day(s) so long as their work is completed for the week. This does not include telework or remote flexibility.

Percentage of organizations that offer flexible or summertime hours:

ALL SURVEY PARTICIPANTS	
All Survey Participants	27%
BY SECTOR	
Government Contractors	22%
Nonprofit/Association	34%
Commercial	26%
BY REGION	
Northeast	57%
South	24%
DC METRO REGION	
DC Metro Area	26%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	*
Between 1,001 and 5,000	*
Between 501 and 1,000	*
Between 251 and 500	22%
Between 101 and 250	32%
Between 51 and 100	35%
Fewer than 50	34%

01

For additional insights, read Helios' piece, [Core Office Hour vs. Flexible Working & Employee Productivity](#).

02

Nearly 1/3 of employers offer flexible or summertime hours.

03

Summer months (between Memorial Day and Labor Day) are a popular time for organizations to participate in flexible hour programs.

04

Some organizations allow employees to flex their start and end times during the work week to have off one day during the workweek.

Other organizations allow their employees to work directly with their supervisor to set a flexible schedule that meets business needs.

* Not reported to protect subgroups with fewer than 5 responses
 - No reported data

Percentage of organizations that offer flexible or summertime hours and:

	All Employees are Eligible to Participate	All Employees Participate Equally
ALL SURVEY PARTICIPANTS		
All Survey Participants	63%	41%
BY SECTOR		
Government Contractors	58%	*
Nonprofit/Association	88%	71%
Commercial	45%	32%
BY REGION		
Northeast	*	*
South	67%	43%
DC METRO REGION		
DC Metro Area	72%	51%
BY NUMBER OF EMPLOYEES		
Greater than 5,001	-	-
Between 1,001 and 5,000	*	-
Between 501 and 1,000	-	-
Between 251 and 500	60%	*
Between 101 and 250	62%	54%
Between 51 and 100	88%	*
Fewer than 50	71%	64%



Organizations noted that not all employees participated equally due to the following reasons:

- Client/customer needs or approval
- Company needs
- Non-eligibility for part-time employees
- Existing flex schedule arrangement in place

Part-Time Employee Benefits

Percentage of organizations that offer paid leave to part time employees:

ALL SURVEY PARTICIPANTS	
All Survey Participants	50%
BY SECTOR	
Government Contractors	64%
Nonprofit/Association	53%
Commercial	41%
BY REGION	
Northeast	43%
South	51%
DC METRO REGION	
DC Metro Area	52%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	71%
Between 1,001 and 5,000	*
Between 501 and 1,000	50%
Between 251 and 500	60%
Between 101 and 250	44%
Between 51 and 100	61%
Fewer than 50	44%



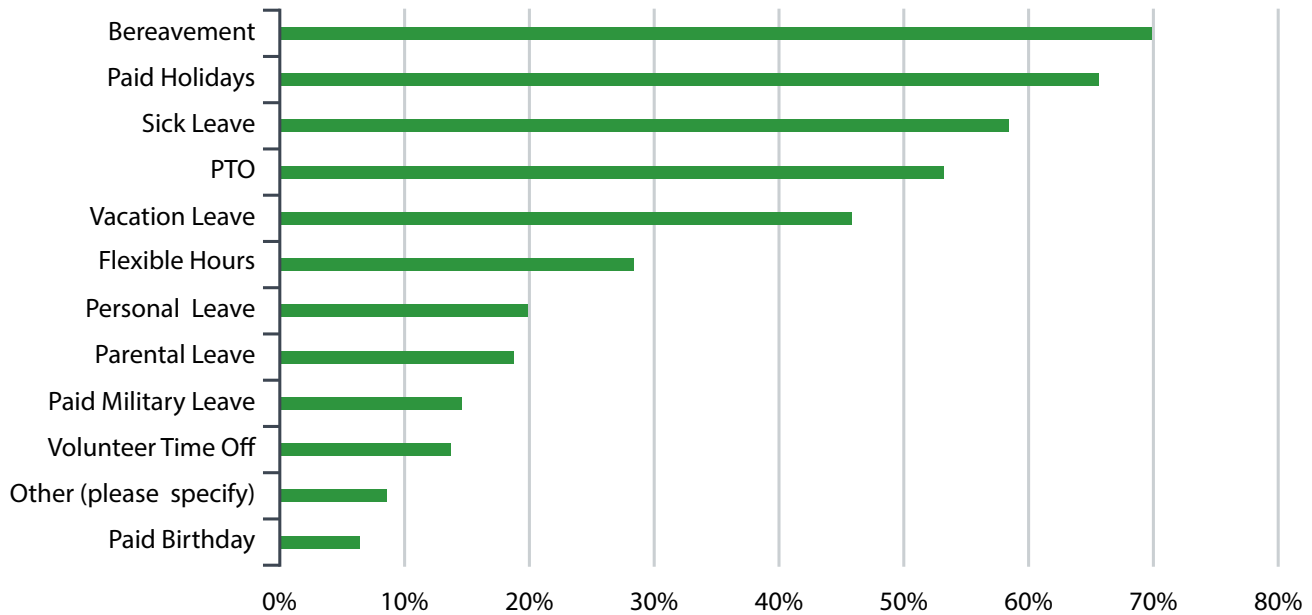
Half of the respondents (50%) offer paid time to part-time employees.

Bereavement, holidays and sick are the top three paid leave benefits offered to part-time employees.

Majority of employers offer part-time employees the same paid leave as full-time employees, however, the amount is prorated.

* Not reported to protect subgroups with fewer than 5 responses
 - No reported data

Leave Benefits that Apply to Part-Time Employees



Percentage of top six part-time benefits offered:

	Bereavement	Paid Holidays	Flexible Hours	PTO	Sick Leave	Vacation Leave
ALL SURVEY PARTICIPANTS						
All Survey Participants	70%	66%	28%	53%	58%	46%
BY SECTOR						
Government Contractors	55%	62%	31%	69%	38%	28%
Nonprofit/Association	88%	78%	25%	44%	81%	66%
Commercial	66%	57%	29%	49%	54%	43%
BY REGION						
Northeast	83%	*	*	83%	*	*
South	69%	67%	28%	50%	58%	48%
DC METRO REGION						
DC Metro Area	67%	65%	28%	52%	59%	44%
BY NUMBER OF EMPLOYEES						
Greater than 5,001	100%	*	*	*	*	*
Between 1,001 and 5,000	*	*	-	*	*	*
Between 501 and 1,000	64%	55%	*	64%	45%	*
Between 251 and 500	74%	67%	*	48%	59%	48%
Between 101 and 250	67%	83%	*	56%	61%	33%
Between 51 and 100	79%	57%	50%	50%	57%	50%
Fewer than 50	61%	56%	33%	56%	72%	56%

* Not reported to protect subgroups with fewer than 5 responses

- No reported data

Other part-time benefits offered:

- Pet Bereavement
- Donation Pay
- Paid Birthday
- Paid Military Leave
- Paid Parental Leave
- Paid Personal Leave
- Volunteer Time Off

Low- or No-Cost Benefits

Low- or No-Cost Benefits	Unique/Notable Benefits
Discount Programs	<p>Top Free Vendors:</p> <ul style="list-style-type: none"> • Working Advantage • Tickets at Work • Perks at Work • LifeMart <p>Other:</p> <ul style="list-style-type: none"> • Abenity (\$) • BenefitHub • Complimentary Tickets Program <p>Direct Discounts:</p> <ul style="list-style-type: none"> • Cell Phone Carrier (AT&T, Verizon) • Travel Discounts (Airlines, Hotels) • Store & Shopping Memberships (Sam's, Costco) • Car & Home Insurance/ Roadside Assistance Discounts • Local Area Businesses
Community Service	<p>Matching Charitable Contributions 40 Hours for Community Service</p>
Flexible Work	<p>35-Hour Standard Work Week Casual Dress Code Early Dismissal Flexibility & Telecommuting</p>
Dependent Care	<p>After school Childcare Pre-School Care Student Tuition Assistance</p>
Technology	<p>Standing Desks Technology Stipend Employee Laptops Discounts for Dell, Microsoft, etc.</p>

Continued on the next page.


Low- or No-Cost Benefits (continued)

Low- or No-Cost Benefits	Unique/Notable Benefits
Misc.	Vacation Buy-Up Closed between Christmas & New Year's Day Salary Advances Quarterly Allowance for Team building Activities Company Retreat Staff Appreciation Events Corporate Gifts Emergency Repair Services (i.e., Plumbing, Heating and Electrical) Jury Duty Time-Off Personal Shredding
Education Assistance	Learning Management System/e-Learning Courses Lunch & Learn Series Mentor Program Tuition Reimbursement Professional Certification Reimbursement GED, ESOL Assistance 40 Hrs. for Training Newspaper Subscriptions, Books, Book Rentals, etc. Professional Development Association Memberships
Well-Being	On-Site Gym Facilities or Paid Gym Membership On-Site Nurse/Medical Clinic On-Site Physical Therapy On-Site Massages or Reduced-Cost Massage Memberships Nutritionist Meditation Wellness Rebate Events, Programs, Classes, Challenges Wearable Fitness Devices Preventative Care: Flu Shots, Health Screenings
Financial Planning	Financial Wellness Benefits Home Buying Service Mortgage Assistance Student Loan Payments & Refinancing 529 Plans Credit Union Access
Commuter benefits	Free or Discounted On-Site Parking Metro Match Transit & Parking Subsidy Transit Cards Bike-to-Work Reimbursement Uber Reimbursement Bikeshare Membership
Insurance (Other)	Pet Insurance Legal Resources Immigration Assistance
Free Snacks/Food	Catered Lunch Dinner Allowance Stocked Kitchen Discounted Meals Food Trucks Ice Cream

Return-to-Work Program

Percentage of organizations that follow a return-to-work program/policy before employees return from disability leave:

ALL SURVEY PARTICIPANTS	
All Survey Participants	50%
BY SECTOR	
Government Contractors	53%
Nonprofit/Association	23%
Commercial	92%
BY REGION	
Northeast	71%
South	48%
DC METRO REGION	
DC Metro Area	45%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	71%
Between 1,001 and 5,000	75%
Between 501 and 1,000	59%
Between 251 and 500	64%
Between 101 and 250	41%
Between 51 and 100	43%
Fewer than 50	29%



Half of the organizations (50%) follow an RTW program in conjunction with the disability leave.

36% use a third party vendor to administer/manage disability leave.

Cigna and Lincoln Financial were the top two vendors used to administer/manage disability leave.

Percentage of organizations that use a vendor technology platform to administer and/or manage disability leave:

ALL SURVEY PARTICIPANTS	
All Survey Participants	36%
BY SECTOR	
Government Contractors	52%
Nonprofit/Association	40%
Commercial	24%
BY REGION	
Northeast	*
South	39%
DC METRO REGION	
DC Metro Area	40%
BY NUMBER OF EMPLOYEES	
Greater than 5,001	*
Between 1,001 and 5,000	*
Between 501 and 1,000	*
Between 251 and 500	24%
Between 101 and 250	41%
Between 51 and 100	*
Fewer than 50	50%

* Not reported to protect subgroups with fewer than 5 responses
 - No reported data

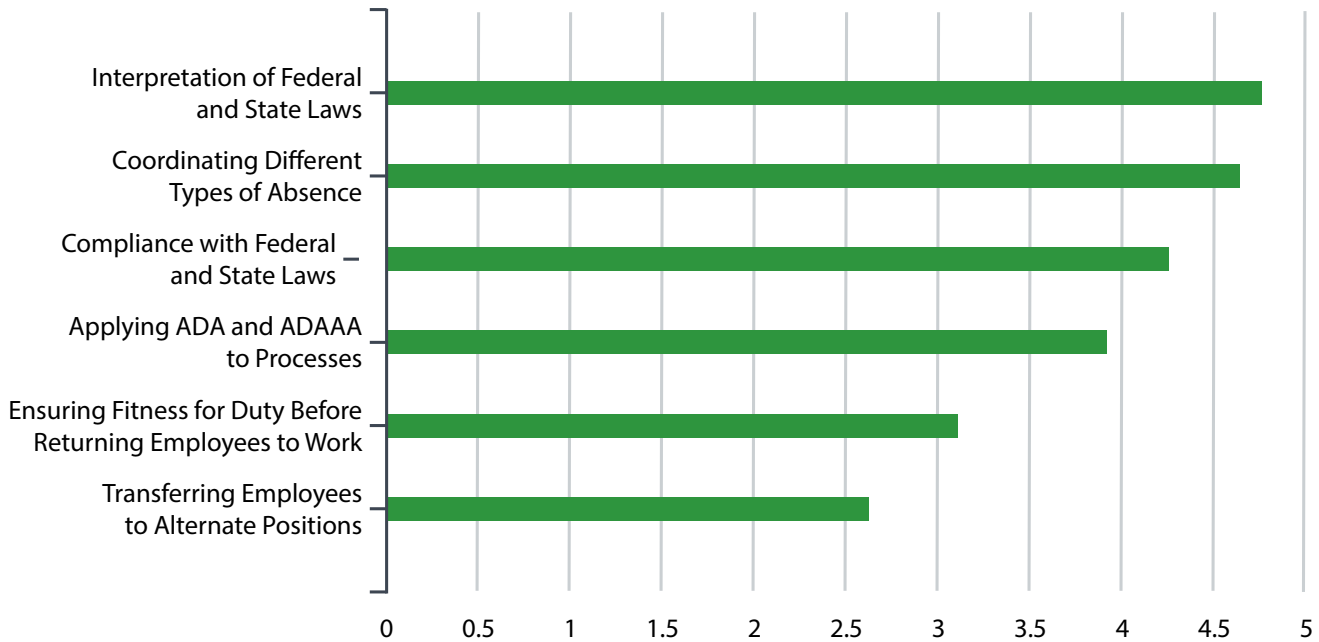
Top vendors used to administer and/or manage disability leave:

- Cigna
- Lincoln Financial

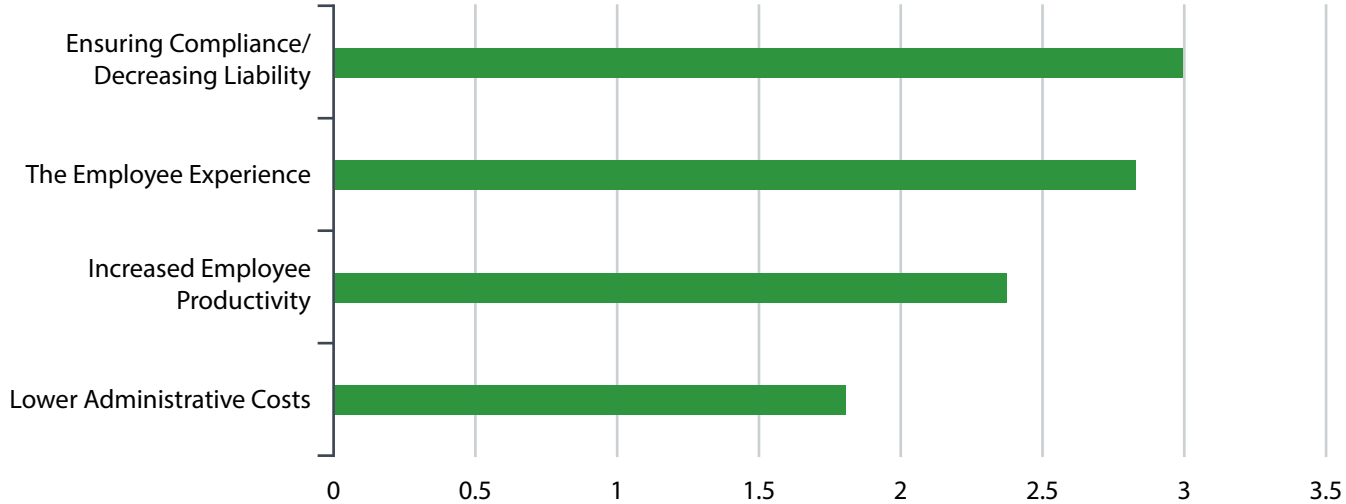
Other vendors used to administer and/or manage disability leave:

ADP	AFLAC	Hartford
Insperty	Landrum	Leavelink
Matrix Absence Management	MetLife	Mutual of Omaha
OneAmerica	Reliance Standard	Replicon
Sunlife	TACS for FMLA Administration	UltiPro & Cigna
UNUM	York (formerly Careworks)	Zenefits

Top Challenges in Managing Leave



Top Priorities in Absence Management Programs



Conclusion

The goal of this survey was to better understand the types of leave being offered in organizations, how they are administered and how organizations are handling the ever-evolving leave regulations. This survey has shown that traditional leave such as PTO and vacation remain relatively the same. Statutory sick leave continues to increase with state and local legislation, and paid family leave is a growing trend among employers.

As statutory leave continues to grow and become more prevalent, the administration and interpretation of the regulations are often hard to navigate, which is likely why it remains a top challenge for most organizations. The number of organizations offering paid parental leave is on the rise. A World at Work survey suggests that organizations providing paid family leave are offering more paid parental leave than legally required, likely due to increasing state and local parental leave laws, rather than a decrease in benefits. Seventy-four percent (74%) of organizations offering parental leave provide the same amount of leave to all new parents.⁴

One paid leave trend to watch for in 2020 is federal paid leave policy, as it has been the topic of conversation with both the current and former administrations. As the next wave of political elections near, a federal paid leave policy is likely to be top of mind with lawmakers. With that being said, individual states are taking leave into their hands, so these individual states could be our future trendsetters. As a result of increasing state-mandated paid leave, expect more regulations and complexity to come with it.

In the current labor market, attracting and retaining talent is a challenge for nearly all employers. We all know one of the best ways to attract and retain talent is to offer a competitive benefits package. To accommodate the needs of a diverse workforce, organizations are offering “non-traditional” types of leave that include parental leave for full-time and part-time employees, volunteer time off, and paid sabbaticals. Additionally, benefits such as gym memberships, office snacks, summertime hours and flextime, and financial wellness are being provided. While benefit offerings are critical to attracting and retaining employees, organizations don’t have to offer foosball tables, hover boards or other quirky benefits. Organizations only have to offer benefits that matter to the employees.

There are many reasons organizations choose to offer the benefits they do to their employees. In some cases, employers misperceive what employees want and end up offering benefits that don’t necessarily meet the needs of the employees or the culture of the organization. Today’s workforce is made up of five generations of employees who are at completely different stages of their lives and careers. Offering a variety of benefits to cater to individuals in both their early career and late career should be considered. Before investing in and offering any sort of new or revamped benefits, organizations need to understand what their employees want, which benefits are most valued, and which benefits are going to drive retirement and retention rates. The best way to achieve these results is by conducting an internal benefits survey. A benefits survey not only gives organizations the data they need to make informed decisions, it also shows they value their employees. A benefits package should always be aligned with an organization’s corporate strategic goals, mission, values and culture.

⁴ World at Work. 2019 Paid Time Off/Paid Parental Leave Programs & Practices.

Leave Benefits – And a Whole Lot More

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