
Section 5 — Human Resources

Policies:

5.1 Employment of Personnel

The Foundation has no employees, but reimburses ACSA for the use of ACSA employees in the operation of the Foundation.

ACSA is an equal opportunity employer.

(See ACSA's *Employee Handbook* for information on ACSA employment.)

(Revised: February 2014 Board of Directors)

5.2 Grant Employees

A "grant employee" is one employed in a program or project to perform services under ACSA contract with a public or private agency and is subject to the terms and conditions of that contract. Grant employees shall be terminated at the end of the program or project under which they were employed, provided that each grant employee shall be given thirty (30) days notice prior to termination whenever feasible.

5.2.1 Grant Employees Salary

Grant employees shall be placed on appropriate salary schedules corresponding to that of other comparable ACSA employees unless otherwise determined by the grant.

5.2.2 Grant Employees Benefits

Grant employees are eligible for the same benefits provided to other ACSA employees of comparable status, provided that grant employees are not eligible for the benefits described in the retired employee health plan and a grant employee may not accrue more than one year's worth of his or her allotted vacation time.