

## HR EXTENSION ADDITIONAL DISCOUNTS:

HR Extension clients have the opportunity to receive an additional discount on the monthly fee when they purchase group health benefits through our Benefits Division. HRD Advisory Group's Benefits division is a Gallagher company.



HR Extension discounts are determined based on the number of plan participants on the group health benefit plan. The discount is applied to the monthly fee.



Participant Range	Discount
30 – 49 participants	3%
50 – 99 participants	5%
100+ participants	8%

When an HR Extension client signs with our Gallagher Benefits division, HRD will waive two months HR Extension fees.

Our team will help you craft a benefits and compensation plan that's tailored for you—one that balances your unique offering with your financial realities. Together we'll build a program that brings the right talent to your door and keeps them engaged once they're hired.



Whether you are an office manager, an HR professional, a financial professional, or a business owner who has to wear many hats, HR Extension can provide support to help you regain some of your lost time and provide a proactive approach to developing and enhancing human resources in your organization.

Through four different package options, this program offers a core set of resources and a customizable collection of services that can be adapted to fit your needs.



**HR Director level support for less than the cost of an entry level HR Assistant**

Designed specifically for MBSA members, this bundled service approach gives you and the leaders in your company access to HR professionals from HRD Advisory Group who have over 120 years of collective experience - all for less than the cost of an entry-level HR professional. Additionally the program provides access to resources such as benchmarking, talent development, legal counsel, and discounted recruiting services.

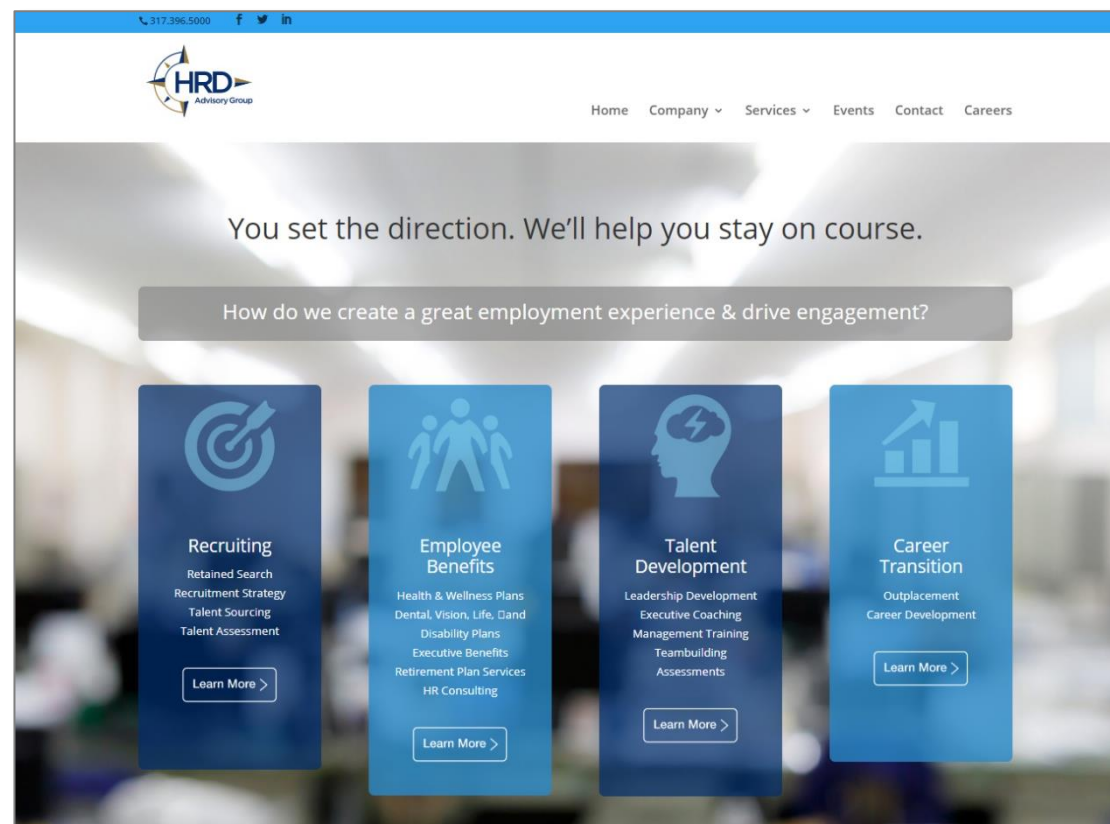


To learn more about HRD Advisory Group, check out their website at:

<https://hrdadvisorygroup.com/>

For questions about HR Extension or other HRD services contact:

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## MBSA ASSOCIATE MEMBER PRICING

SERVICE PACKAGES & FEES	MONTHLY FEE
<b>CORE SERVICES ONLY</b> • Includes Core Services	<b>\$750</b>
<b>STANDARD PACKAGE</b> • Includes all Core Services, plus 2 selections from the Customized Services List	<b>\$1,000</b>
<b>ENHANCED PACKAGE</b> • Includes all Core Services, plus 3 selections from the Customized Services List	<b>\$1,450</b>
<b>OPTIMUM PACKAGE</b> • Includes all Core Services, plus 4 selections from the Customized Services List	<b>\$1,900</b>

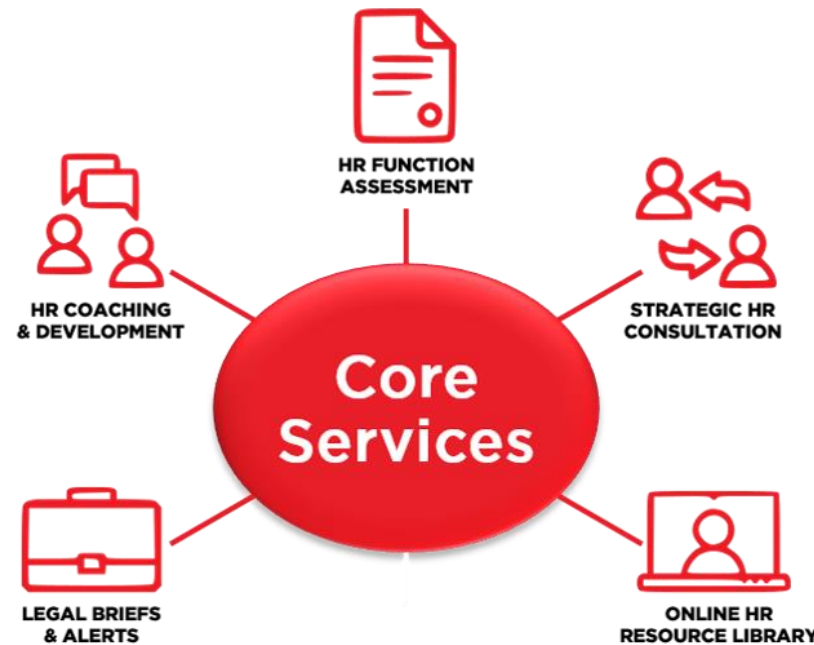
Service Packages will automatically renew. New custom service options can be selected every twelve months. Prices listed above are based on selecting the number of services selections designated for each package. Additional service selections or, including services not listed, could alter the monthly fee.

# CORE SERVICES

As the name suggests, core services are essential to the program and are included in all packages offered.

## Consultation & Research

Company leaders, HR staff members, and designated managers will have access to a designated experienced HR professional to seek guidance and research on critical employee issues, policy and procedure interpretation, compliance requirements, and employment best practices.



## Legal Briefs, Compliance Alerts, & Annual Plan Alignment

HR staff members and leaders identified by the company will receive monthly legal briefs on compliance obligations the company must know. HRD will also send out compliance and legislative alerts on new employment-related laws or regulation changes.

## Annual Service Stewardship Report and Annual Strategic Planning Session

A month before the end of a twelve-month term, HRD will meet with leaders to review the past year and develop a strategic Human Resources plan for the next twelve months.

## Access to Resource Libraries

If you have a quick question or want to access analysis tools, forms, or templates; HRD provides designated managers access to two different resource libraries.

## HR Function "Current State" Assessment

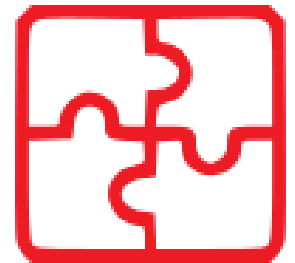
An evaluation of the essential HR functions and employment compliance status based on the company size, state domiciled and industry. Specific areas we review include company policies and procedures, recruitment and hiring, employee benefits and general HR systems.

## Human Resources Coaching

The coaching service is designed to develop HR leaders for the organization. Accomplished through a learning process, HRD helps the leader achieve a mutually identified set of goals to improve his or her professional performance and personal satisfaction.

## PACKAGE SERVICE OPTIONS:

In addition to the core services; Standard, Enhanced, and Optimum package options include services, products, and resources that you can select to best fit your current needs. The products or services selected can be utilized to help organizations and department leaders consolidate their resources and reduce costs by partnering with one provider for their HR needs.



Additional Services to Select Based on Your Needs

The number of service options you can select are determined by the following packages:

- Standard Package:** Clients who choose the [Standard Package](#) can select **2 options** available under the standard package list.
- Enhanced Package:** Clients who choose the [Enhanced Package](#) can select **3 options** available under the enhanced package list.
- Optimum Package:** Clients who choose the [Optimum Package](#) can select **4 options** available under the optimum package list.

Additional services may be selected for \$250 more per month, per additional service.

## OPTIONS AVAILABLE TO SELECT

	STANDARD PACKAGE LIST Select 2 options	ENHANCED PACKAGE LIST Select 3 options	OPTIMUM PACKAGE LIST Select 4 options
*Step One Survey II Assessment (10 Assessments)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*Checkpoint 360 Assessment (3 Assessments)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*DiSC Workplace Assessment (5 Assessments)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*PXT Select Assessments (5 Assessments)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*Training360 LMS Online Courses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*Salary Market Benchmark Review (5 Positions)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*Exit/Stay Interview Surveys	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*Training Needs Assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*Employee Handbook Review & Update	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*Discrimination/Harassment Training		<input type="checkbox"/>	<input type="checkbox"/>
*Job Analysis & Description Development		<input type="checkbox"/>	<input type="checkbox"/>
*Outplacement Services		<input type="checkbox"/>	<input type="checkbox"/>
*Performance Management Assessment			<input type="checkbox"/>
*Everything DiSC Training Session (10 Assessments)			<input type="checkbox"/>
*HR Technology RFP Process & Consultation			<input type="checkbox"/>
*Executive Coaching			<input type="checkbox"/>

The options you choose will be completed, delivered, or distributed within a twelve-month period. Prior to the end of the twelve-month period you will have the ability to change one or more current selections to a different service option that best meets your needs and goals for the next year.

Short descriptions for Package Services included on the insert.

# PACKAGE SERVICES