

# Criminal Justice Incentive Pay



## What is Criminal Justice Incentive Pay?

The Criminal Justice Incentive Program (CJIP) is designed to give a supplemental salary payment to law enforcement and correctional officers to reward educational and other career development activities that go beyond minimum position requirements. CJIP is paid as a supplemental payment that must be set up in People First as a recurring payment.

For additional information on the elements of these payments, refer to the references section.

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## Criminal Justice Incentive Pay — Supplemental Payment Amounts

*\*\*The maximum payment is \$130.00 a monthly employee or \$60.00 for a biweekly employee\*\**

- 1. Basic Certification:** An employee is eligible to receive the basic certification amount of \$25.00 if they received certification prior to July 1, 1980 or for an officer who is reactivated upon reappointment and their original certification was received prior to July 1, 1980.
- 2. Career Development:** An employee receives \$20.00 for every 80 hours of FDLE approved courses completed. Employee cannot receive more than \$120.00 for completed courses

<b>000 - 079 course hours - \$0.00</b>	<b>080 - 159 course hours - \$20.00</b>
<b>160 - 239 course hours - \$40.00</b>	<b>240 - 319 course hours - \$60.00</b>
<b>320 - 399 course hours - \$80.00</b>	<b>400 - 479 course hours - \$100.00</b>
<b>480+ course hours - \$120.00</b>	

- 3. College Degree:** If the employee has an Associate's Degree they are eligible for \$30.00 and \$80.00 if they have a Bachelor's Degree. *Please note, the employee is not eligible for this supplemental payment if the position requires a degree.*

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## When will they receive their CJIP Payment?

- When an officer receives their **monthly** salary warrant, they will also receive their monthly CJIP warrant.
- When an officer receives their regular **biweekly** salary warrant, they will receive their biweekly CJIP warrant.

**Example:** If the monthly amount for the biweekly employee was \$130.00, the employee will receive \$60.00 every biweekly pay period.  $(\$130.00 \times 12) / 26 = \$60.00$ .

Per **11B-14.002(4)3, F.S.**, salary incentive payments paid to officers employed by the State of Florida shall begin in the first full calendar month following the initial date of eligibility.

**Example:** Officer becomes eligible for the incentive payment 2/5/2018, the recurring payment must be set up 3/1/2018

**11B-14.002(6) F.A.C.** specifically does not allow retroactive CJIP Payments.

## Calculating Leave without Pay (LWOP) using an hourly rate

<u>Occurrence</u>	<u>Details</u>	<u>Calculations</u>
<b>Monthly</b>	<ul style="list-style-type: none"> <li>April 2018 has 168 Contracted Hours for the Month.</li> <li>Employee earns \$80.00 a month.</li> <li>Employee has 15 hours of LWOP for the month of April 2018.</li> </ul>	$\begin{array}{r} 168 \text{ Contracted Hours} \\ - 15 \text{ Hours of LWOP} \\ \hline 153 \text{ hours worked for month of April} \\ (153 \text{ hours worked} / 168 \text{ contracted hours}) * \\ \$80.00 \text{ CJIP gross rate} = \$72.86 \end{array}$
<b>Biweekly</b>	<ul style="list-style-type: none"> <li>Biweekly pay periods are 80 Contracted Hours.</li> <li>Employee earns \$36.92 each biweekly pay period.</li> <li>Employee has 15 hours of LWOP.</li> </ul>	$\begin{array}{r} 80 \text{ Contracted Hours} \\ - 15 \text{ Hours of LWOP} \\ \hline 65 \text{ Hours worked for the pay period} \\ (65 \text{ Hours worked} / 80 \text{ contracted hours}) * \\ \$36.92 \text{ CJIP gross rate} = \$30.00 \end{array}$

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### 29-Digit Account Code for CJIP Payments:

When setting up the payment in People First, the FLAIR Account Code **Category** must be **103290** on all CJIP payments, except for The Florida School for the Deaf and Blind which is **104166**.

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### References:

F.S. 943.22	Gives FDLE the authority to establish rules to properly administer the program
F.A.C 11B-14.001	Definitions
F.A.C 11B-14.002	General Program Provisions
F.A.C 11B-14.003	Authorized Salary Incentive Payments
F.A.C 11B-14.005	Annual Salary Incentive Compensation Report