

BRITTANY POINTE ESTATES RESIDENT ASSOCIATION COMBINED APPRECIATION AWARDS PROGRAM

Brittany Pointe Estates (BPE) and other Acts communities have a strict **NO TIPPING** policy for non-management hourly workers in Independent Living, OakBridge Terrace and WillowBrooke Court. In 1994, the Residents Association felt that these workers should be rewarded for their services to the residents and an Awards Committee was formed to oversee this program. The Committee, with approval from the Board, established that awards would be based on the number of hours worked, up to a maximum of 520 hours, and awarded to all eligible non-management hourly workers. This includes workers in Culinary, Maintenance, Security, Housekeeping and Office areas.

In 2006, the Board decided that requests for both the Residential and Medical Awards programs should be combined into one appeal at the end of each calendar quarter. These combined programs request a donation of \$40 per resident or \$80 per couple each quarter. The suggested amount is only a guideline; if circumstances do not permit, any amount you give is welcome. Of course, if you wish to contribute more, the dedicated personnel will appreciate your generosity.

The collected funds are distributed on a program basis of 75% Residential and 25% Medical unless a resident directs differently by a note included with the contribution check. Funds collected only from the Medical Awards Program are distributed to medical employees.

At the beginning of each quarter, residents will receive a letter of appeal for awards, and a return envelope, placed in the mail slot. Checks should be made payable to the Brittany Pointe Estates Resident Association (BPERA). The envelope may be placed in the wooden mailboxes located beside the elevator door on the 2nd floor of Aspen; 2nd floor of Birch and the 1st floor of Chestnut, or in the tray at the front reception desk in the main lobby. **DO NOT PUT THE CHECKS IN THE US POST OFFICE MAIL.**

The Medical Awards Program also sends further requests to reward employees for service over and beyond the call of duty through a twice-yearly appeal to the residents of OakBridge Terrace and WillowBrooke Court and certain family members. For those who are, or who were, in WillowBrooke Court or OakBridge Terrace on a temporary basis, the suggested donation is \$3.00 per week of occupancy. For long-term residents in either facility, the suggested donation is \$10.00 per month.

All award donations are deeply appreciated by the Appreciation Awards Committee and are a welcome gift to the employees. Thank you for your consideration.