



Frequently Asked Questions about the Employee Choice Award

Q. *What is the Employee Choice Award?*

A. The Employee Choice Award recognizes Ingage by Swift Bunny™ clients who achieve an exceptional overall Engagement Score as of December 31st of that calendar year. All clients who utilize Ingage by Swift Bunny™ are eligible to earn an award.

Q. *When are the Employee Choice Award winners announced?*

A. Winners are announced annually in mid-January.

Q. *What is the criteria for earning an award?*

A. Clients who have an overall Engagement Score of 80 or higher as of December 31 are eligible for an Employee Choice Award. Certain conditions apply, such as:

- Engagement Score reflects all Baseline, Annual, Lifecycle, and New Program Evaluation Surveys. Exit Surveys are not included.
- Companies must have a minimum number of survey responses in order to be eligible, based on portfolio size:
 - Less than 1,000 units = minimum of 15 surveys started
 - Less than 2,000 units = minimum of 25 surveys started
 - 2,000 – 9,999 units = minimum of 50 surveys started
 - 10,000 – 19,999 units = minimum of 75 surveys started
 - 20,000 – 49,999 units = minimum of 100 surveys started
 - 50,000 or more units = minimum of 125 surveys started
- Companies identified as incentivizing employees for completing surveys do not qualify

Q. *Why would incentivizing employees to complete surveys make us ineligible for the Employee Choice Awards?*

A. We want employees to share candid and honest feedback, even if that feedback is not always positive. We prioritize the integrity of your results. Providing incentives to employees to get them to complete surveys could skew both your survey results and your Engagement Score.

Q. *What type of recognition do winners receive?*

A. Employee Choice Award winners will receive a trophy to display in their corporate office and a digital badge which can be used in electronic communications such as on your website, social media pages, in email signature lines, and on job listing and employee review sites like Glassdoor and Indeed.

Q. Are companies who appeared on the quarterly Employee Engagement Leaderboard automatically winners of an Employee Choice Award?

A. No, not necessarily. Our annual Employee Choice Awards are determined and announced after the calendar year concludes. The Leaderboard, on the other hand, is a quarterly progress report. It showcases companies with the highest Employee Engagement scored per quarter. It is possible for a company to appear on one or more Leaderboard reports but not achieve an Engagement Score of 80 or higher, which is required to earn an Employee Choice Award.

Q. What can we do to improve our chances of winning?

A. If your Engagement Score is not at 80 or above, increase your focus on addressing priorities that have been identified as opportunities for improvement within your Ingage by Swift Bunny™ platform. Implement recommended Action Items and let employees know what has been done in response to their feedback. Use New Program Evaluation surveys after completing Action Items. This serves two purposes: first, it reminds employees that you heard their feedback and acted as a result. Second, it gives employees the chance to evaluate how effective the new program was at meeting their needs. New Program Evaluation surveys typically have high scores and can help to boost an overall Engagement Score.

Q. Where will the Employee Choice Award winners be published?

A. The Employee Choice Award winners list will be hosted on our website at swiftbunny.com. We will celebrate the winners on social media platforms and via email to participants and other interested parties.

Q. How will participating in the Employee Choice Awards help us recruit new employees and retain current team members?

A. By marketing your accomplishment, you demonstrate that your company genuinely cares about employee feedback and sustaining a culture where employees are valued. This will no doubt be attractive to job seekers and employees alike.

Q. I still have questions. Who can help me?

A. Your Client Support team is here to assist and can be reached at contact@swiftbunny.com.