**Introduction**

Valley Vision recognizes the need for capacity assistance for individuals and organizations to be able to participate in We Prosper Together’s efforts. To address these needs, Valley Vision will provide funding to those who meet the eligibility criteria outlined in this document and submit a written request containing the necessary information, so long as budget is available.

**Eligibility**

To be eligible, the individual or organization must meet the following criteria:

1. **Collaborative Membership:** Those requesting capacity assistance funds must be members of the We Prosper Together Collaborative. Collaborative membership is dependent on the submission of a signed and approved Partner Support Agreement after reviewing theWe Prosper Together governance structure and shared values.
2. **Active Participation:** Those requesting capacity assistance funds commit to being an active participant (as indicated by recurring attendance and engagement) in one or more of the following committees: Subregional Committees, Leadership Committee, or Ad-Hoc Committees. To remain eligible, the participant may not miss more than 3 consecutive meetings.

Funds are optional and available to all upon request on a first-come, first served basis as long as the above criteria are met. There is no requirement to show proof of financial need; however, we ask that individuals or organizations who are able to self-fund their participation do so in consideration of our region’s collective good and commitment to equity.

**Compensation Amounts**

Compensation is based on a $50/hr rate for regularly scheduled meetings and time requested reviewing materials, with a maximum of $100 per day. The chart below shows the estimated totals based on the projected hours per month for the average participant.

| **Current Compensated Engagement Opportunities** | **Estimated Total Amount** |
| --- | --- |
| **Subregional Committee***Projected Monthly Hours:* 3*Participation Duration:* September 2023 through April 2024 | **$900** |
| **Research Advisory Ad Hoc Committee** *Projected Monthly Hours:* 2.5*Participation Duration:* July 2023 through December 2023 | **$750** |
| **Leadership Council Nominations Ad Hoc** *Projected Monthly Hours: 15*Participation Duration: October 2023 | **$750** |
| **Leadership Council***Projected Monthly Hours:* 4*Participation Duration:* January 2024 through September 2024 | **$1,800** |
| **Transportation - Public***Upon request, confirmed attendance, and provision of documentation (receipt or screenshot of account charge)* | **100% reimbursement up to $30/day** |
| **Transportation - Private***Upon request and confirmed attendance* | **0.655 cents per mile up to $30/day** |
| **Childcare***Upon request, confirmed attendance, and provision of documentation (receipt)* | **50% reimbursement up to $100/day** |

**Procedure**

1. **Request -** Those requesting capacity assistance funding will need to submit the following to info@weprospertogether.org:
	1. Signed [Partnership Agreement](https://www.weprospertogether.org/wp-content/uploads/2024/01/Capital-Region-CERF-Partner-Support-Agreement.docx) for We Prosper Together Collaborative membership (if not previously submitted)
	2. A signed agreement committing to participating in the committee for which the stipend is being requested
	3. Completed W-9
	4. Additional documentation for childcare or transportation reimbursement as noted above.
2. **Approval -** Valley Vision will review the request to ensure all necessary documentation has been provided. Valley Vision will send notice of approval and instructions on setting up an electronic payment account through bill.com

**Distribution** - Valley Vision will distribute compensation on a monthly basis for the previous month's participation.

1. **Attendance Monitoring -** Valley Vision will monitor attendance and engagement with the support of the Subregional Hub Partners and Committee Co-Chairs. Payment will only be distributed if attendance can be confirmed by sign-in sheet, Zoom log, or confirmation with the Subregional Hub Partners or Committee Co-Chairs.

CAPITAL REGION CALIFORNIA JOBS FIRST

**CAPACITY ASSISTANCE FUNDING AGREEMENT**

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This Capacity Assistance Agreement ("Agreement") is entered into on this [Date] (the "Effective Date"), by and between Valley Vision and [Participant's Full Name] (the "Participant") and shall remain in effect until [Date].

1. Committee Participation:

The Participant hereby agrees to actively participate as a member of the [Committee Name] of We Prosper Together, commencing from the Effective Date of this Agreement. Participation may include attending meetings and events; reviewing materials; providing feedback; and sharing ideas.

2. Compensation

In exchange for the Participant's commitment to the Committee as outlined in Section 1, Valley Vision shall compensate the participant at a rate of $50 per hour for regularly scheduled meetings and time requested reviewing materials, with a maximum of $100 per day.

3. Termination of Agreement:

a) Valley Vision reserves the right to terminate this Agreement in the event that the Participant fails to meet the attendance and participation requirements as specified in Section 1 for 3 or more consecutive months.

b) The Participant may terminate this Agreement by providing written notice to Valley Vision.

4. Entire Agreement:

This Agreement constitutes the entire understanding between the parties with respect to the subject matter hereof and supersedes all prior agreements, understandings, negotiations, and discussions, whether oral or written.

The parties hereto have executed this Capacity Assistance Agreement as of the Effective Date.

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[Name]

[Title]

[Organization - if applicable]

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[Name]

[Title]

[Organization - if applicable]

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_