

LINK21

CONNECT NORTHERN CALIFORNIA

EQUITY ADVISORY COUNCIL: HONORARIUM PILOT

DRAFT FINAL

July 2022

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BACKGROUND

The Link21 “Equity Blueprint” identifies inclusion of an Equity Advisory Council (EAC) as a critical component within the Program to ensure accountability, co-creation, and lived experience expertise are embedded within the planning process.

The EAC is intended to provide a space for meaningful community collaboration on Link21 to advance equity throughout the Program’s development and implementation. This includes important advisory functions, such as integrating deep community experience, resident sentiments, and knowledge from those who have lived experience with transportation and infrastructure inequities. The EAC will advise the Link21 team throughout the development of the Program to help ensure substantive long-term engagement.

Acknowledging that social, historical, and institutional barriers have excluded low-income, communities of color, and other underserved people from participating in decision-making processes, the EAC is implementing an honorarium pilot. This investment of resources represents the program’s desire to break down barriers to participation and recognize the inherent wisdom that communities with lived experiences of inequitable outcomes can bring to inform and improve decisions.

Members of the EAC will receive an honorarium. Honorariums are distinct from compensation and are designed to mitigate barriers in lieu of payment or delivery of services and represent recognition Link21 has for the contribution of time, energy, and expertise.

EAC HONORARIUM PILOT

All individuals participating as a member of the Equity Advisory Council are eligible to receive an honorarium with the following documentation. The honorarium is offered through an agreement made directly with an individual. Members will receive \$2,100 per year, distributed quarterly, based on participation in bi-monthly (6 times/year) meetings and contribution during “off” months to additional work up to 3 hours per month.

The honorarium agreement requires the following documentation:

1. A completed W9 form
2. A customized personal services agreement signed by the committee member
3. A simple list that documents activity (provided by the Link21 Team) for activities signed by the committee member and validated by the Program Sponsor or their designee which includes activity (meeting attendance, research, subcommittee participation) and name and mailing address



BARRIER MITIGATION FUND “SUPPORT STIPEND”

In addition to the honorarium, serving as recognition and appreciation of time, energy, and expertise, Link21 also recognizes that for some community members, there may be additional barriers to full participation. The creation of a mitigation fund, or Support Stipend, that can support individual members who opt-in is meant to serve as an additional mechanism for inclusion. The mitigation fund is not intended to serve as “extra honorarium” and members should opt-in only if it will permit their ability to participate.

Members who opt-in to this fund can receive \$50/month (\$600 per year) to support these needs such as high-speed internet or data plan support; childcare, dependent, or family care support; transportation, and others.

PERSONAL SERVICES AGREEMENT

A personal service agreement will be developed for EAC and will require each member to acknowledge and accept that they will:

- Participate in up to 6 EAC meetings per year over the course of their term, including preparing for meetings by reviewing materials in advance
- Contribute up to 3 hours/month in non-meeting months for subcommittee work, research and background material review and other duties assigned to members in support of program analysis, policy guidance and programmatic approach
- Represent their community, constituents, or personal experiences
- Be aware that emails or written communications about committee work are subject to public meeting laws
- Commit to serving as a platform for knowledge sharing between community, staff, and leadership
- Identify additional barriers and opt-in to mitigation fund, or Support Stipend, as needed for participation



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