

Community Advisory Council: Information Sheet

Community Advisory Council (CAC) has representation from each of SSP's partner communities:

- North Sacramento, CA
- Rancho Cordova, CA
- Lake County, CA
- South Bay, San Diego County, CA
- Del Norte County, CA
- Chiloquin, OR
- Tsaile/Wheatfields/Lukachukai, Navajo Nation, AZ

SSP's goals for CAC are:

1. Understand program impact and evolve processes
2. Include local voices in decision-making process
3. Increase opportunities for local participation
4. Deepen long-term community relationships

Schedule & Expectations:

- CAC members serve for a three year term, including an annual check in with SSP staff.
- CAC will meet quarterly in 2021 for 1 to 2 hour online gatherings (with a 15 minute break) in March, June, September, and December. We will poll CAC members for the best time to meet.
 - In future years we plan to meet in-person twice a year, in January and August.
 - Travel and accommodations in Sacramento will be provided by SSP as needed.
- Outside of CAC quarterly meetings, we expect CAC members to devote a few hours of effort each quarter. This may include responding to CAC-related communications, relaying information to local partner organizations, or representing SSP at regional events (virtual or eventually in-person safety pending). Consider the time you have available for these requests.
- We ask that members think big picture, reserving site-specific topics like logistics, for outside of CAC gatherings in order to maximize the short time we have together as a group.

Honorarium & Stipend:

- To respect your time and investment in SSP, and honor community knowledge you bring to our organization, we will compensate all CAC members with an honorarium and digital connection stipend. We plan to grow compensation amounts as this program becomes established.
- For our inaugural year in 2021, we have budgeted for each CAC member:
 - \$100 honorarium per quarter & \$50 digital connection stipend

Questions & Commitment Form:

Thank you for considering this opportunity for deeper partnership. When you are ready, please complete the [Community Advisory Council Commitment Form](#) indicating your acceptance of our invitation. After you complete this form, we will schedule a 30 minute video call in December with Megan and/or Sarah to review CAC plans and answer any questions. Please reach out if you have any immediate questions!

- Megan Walsh, Executive Director, Megan.Walsh@SierraServiceProject.org
- Sarah Reynolds, Program Manager, Sarah.Reynolds@SierraServiceProject.org