

TCCP Generosity System (updated 10/18/21)

- Trainer Candidate Community Path

Intention: to create a collaborative communal gift economy system for gifting and receiving. The aim is to create sustainability for TCCP members in living and sharing NVC consciousness in the world.

Intention/Overview of System:

Gifts to community resources-

- Bold gifting to the communal pot
- Multiple income streams (see below menu of options*)

Receiving from community resources:

- Make a bold request
 - For clarity, this can be requests for you, others, specific projects, etc. This means that you can make requests to have money pushed towards others or pulled towards yourself.
- Empathy for request so needs of those making the request and receiving the request can be seen
 - Rationale: Intimacy, connection, honesty,
- Co-decision making process of resource allocation is handled through the Economic Stewardship Council

Economic Stewardship Council (ESC):

- The ESC, a team of at least 3 people from the TCCP community making consent-based decisions, will determine the distribution of resources based upon requests and needs which are aligned with individuals/projects/activities that the community wants to support.
 - Selection process of ESC members through Sociocracy
 - Can be in person or online or both
- Baseline role description for ESC membership (individual members of ESC may have additional responsibilities) *Items pertaining only to members of the initial ESC are shown in italics.*

Name of Role	ESC Member
Qualifications (desired attributes of the person in the role)	<ol style="list-style-type: none"> 1. Be a member of TCCP. 2. Be willing and able to attend and participate in ESC meetings, either in person or remotely. 3. Understand and be able to implement the Generosity System and TCCP decision-making process. 4. Have sufficient skill with and access to computer and Internet technology to fulfill the listed responsibilities.
Responsibilities (necessary actions to successfully embody the role)	<ol style="list-style-type: none"> 1. Attend and participate in all meetings of the ESC, either in person or remotely, or request another TCCP member to stand in. 2. Receive and shepherd requests for community resources through the approval process listed in this document. 3. Provide timely feedback to the requestor and the TCCP community about the status of each request, as agreed upon by ESC and requester. 4. Track that a follow-up story is requested for each approved resource request and that the story is shared as described in this document. (One member) 5. Disburse and track resources allocated to approved requests. 6. Receive and track contributions to the community fund. 7. Provide regular reports as defined in this document. 8. In coordination with the fiscal sponsor, maintain the TCCP bank account, including online banking, checks, and cash cards and/or the TCCP account in the fiscal sponsor's bookkeeping system 9. Manage the TCCP tasks listed in the fiscal sponsor/TCCP Agreement, and coordinate with the fiscal sponsor as required to ensure this agreement is held with care. 10. Self organize as needed in order to accomplish the above tasks. Some suggested roles include: Treasurer, to track flow of money; Shepherd to track the process; and Secretary to track requests.
Term (length of time the person is in the role)	<p>Two years.</p> <p><i>Terms for initial ESC members vary according to the section titled "Terms for ESC" below.</i></p>
Measurement (strategies to assess the effectiveness of the person in the role)	<ol style="list-style-type: none"> 1. Feedback from other ESC members. 2. Feedback from requestors. 3. Fulfillment of individual commitments and agreements. 4. Fulfillment of general measurement criteria listed in this document.

- Fluid participation in decisions – ESC quorum (3 core members) is always present and anyone else in TCCP community can self-select or be requested to be a part of any decision. Range of decision makers is from 3 ESC members to full community.
 - If core ESC member is making a request there will be a stand-in for them on the committee
 - This stand in can either be the person whose place they took (if there is one) or chosen from the wider TCCP community
 - The stand-in will be chosen by the ESC member making the request

- ESC communication with community - ESC will post to entire TCCP membership their meeting times and conference call # for participation, pending requests, list of resources, and decisions/distributions.

- ESC Reporting
 - Council will track the decision and the disbursement of funds and send a full report of the decisions they make to the TCCP community after each decision. Rationale: Clear report to offer transparency in order to contribute to sense of trust
 - Decision Report includes, but is not limited to:
 - What requests were made and the needs accompanying the requests
 - What gifts were given and the needs accompanying the contribution
 - Annual Report
 - Tracks the resources that came in, what went out, and what we have left
 - A summary view for the entire community

- Terms for ESC:
 - 2 year terms, with option to renew once for a max of 4 consecutive years
 - 1 year off of Council before option to join again
 - First time Council members:
 - 1 of the 3 will have a 3 year term (option to renew for 1 more year for a total of 4 consecutive years, and then must rotate off for 1 year before rejoining Council)
 - 1 of the 3 will have a 2 year term (option to renew for 1 year for a total of 3 consecutive years, and then must rotate off for 1 year before rejoining Council)
 - 1 of the 3 will have a 1 year term (option to renew for 1 year for a total of 2 consecutive years, and then must rotate off for 1 year before rejoining Council)
 - When Council member rotates off, it will be their responsibility to put their replacements name on the bank account

Making bold request:

- Requester emails the entire TCCP community through the Google group and/or emails, calls, or talks in person with one or more of the ESC members.
 - Either way, an email to the entire community with the request will be sent
 - Council member(s) will then call a meeting (time frame to be decided by requester and Council member), post this information to the TCCP community, and move forward with decision making process.
- Invitation and encouragement to the receiver of the gifts: Share story of what was done with the resources as well as a financial report, when applicable, with entire TCCP community
 - Rationale: We want to hear the stories of how these resources were contributed to the world. Also a chance for celebration from and with the other TCCP members. Inspires the other members of the group to know what the resources are used for and how the life of the community is being shared with the world
 - Preferably an email to the group
 - An ESC member will track whether this story was shared on the Google spreadsheet or not, and follow up with the receiver.

Menu of options for gifts and requests (not all inclusive):

Monetary gifts:

Give 5% of work to TCCP

Get job that all funds dedicated to TCCP for a day/week

TCCP telecourses and all proceeds go to TCCP

Small groups do workshops together and donate \$

Donate \$ every month

Donate \$ once a year

Pay as you go (when you come to weekend, when you do Pre Assessment, when you.....)

Have a garage sale and donate proceeds

CNVC requests

Non-monetary gifts:

Donate miles

Work

Managing monetary account

House and/or lodging

Transportation

Mentoring support

Help set up gigs for trainings

Our own intensive and/or family camp

Maintenance of website

Distribution of gifts:

- ESC will either request a check/money transfer to be distributed by the fiscal sponsor for the amount decided on or contact the person with the non-monetary gift and explain decision and next steps for distribution

Monetary Mechanism:

- One account
 - Rationale: simplicity, because this is new. Centralization can help with the manageability and simplicity. Start out with the simplest possible model first.
- The account will be operated as a program under a fiscal sponsor
 - Rationale: Simplicity, so that we as TCCP don't have to become our own organization, and yet still be able to operate tax-free accounting and money transfers
 - Deposits can be made into the TCCP account held by the fiscal sponsor directly by direct deposit, cash/check deposits at the branch or electronically through the TCCP PayPal account
- ESC (3 core members) will advise on disbursements through the fiscal sponsor
 - Rationale: Assures that the decisions are made before the funds are disbursed
- For compliance with Non-profit laws the checks will be signed by a signatory of the fiscal sponsor
- All 3 (three) people on the ESC council have equal access to the account (no differentiation)
- Other than the agreed upon management fee discussed below, the fiscal sponsor will make distributions only under the guidance of a member of the ESC
- The fiscal sponsor will take a management fee according to the fiscal sponsor/TCCP agreement that is attached below.
- Other aspects of the arrangement between the organizations were covered in the fiscal sponsor/TCCP agreement negotiated between Mika Maniwa, Monika Panas, and Darcy Lockhart of the TCCP Economic Stewardship Council and Jeff Brown of BayNVC dated 6/6/21.

Non-monetary Mechanism:

- Preferably website -
 - *Alternative: Google Spreadsheets that are shared with entire TCCP community*
 - Incoming Gifts – shared with entire TCCP community and available to be edited by all
 - Rationale: Anyone can add to this list at any time, and it's available for everyone to see what gifts are available to make a request for.
 - Report of what has been gifted – shared with entire TCCP community and available to be edited by ESC core members only

- ESC members will remove gifted items from the Incoming Gifts spreadsheet
- Rationale: Accuracy and efficiency in keeping track of what has been given away
- Requests for things not yet offered (a list of things that people would either like to see added to the Incoming Gifts document for anyone to ask for, or that someone would like to receive directly)

Private TCCP Website with Economic page that includes:

- Council meeting times and conference call # for participation
- List of requests
- List of resources
- Decisions/distributions

In our operations, we will use the TCCP Decision Making Proposals and TCCP Restorative Practices. Please refer to those documents here:

- DMP
- RP

Measurement Criteria and Review Date (add discussion questions? tracking quality performance?)

- Measurement criteria to assess effectiveness of this policy
 - Did the ESC establish and maintain a relationship with the fiscal sponsor?
 - Did the ESC process contributions and requests according to this document?
 - How many requests were received by the ESC? How many were approved?
 - Did the ESC receive and track contributions of resources?
 - Did the ESC disburse and track community resources allocated to approved requests?
 - Did the ESC provide reports to the larger TCCP community?
 - Did each recipient of community resources share the story of how the community resources were used?
- Review time: once a year

*Designing the process so it has the highest likelihood of doing what we all want it to do and so each of us have a sense that it is our process as a community

Fiscal Sponsorship Agreement *BayNVC and TCCP*

This agreement is made between [Bay Area Nonviolent Communication](#) (BayNVC -- the “**Sponsor**” and the [Trainer Candidate Community Path](#) (TCCP -- the “**Community**”).

The **Sponsor** is a California nonprofit public benefit corporation based in Oakland, California, and qualified as exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code and classified as a public charity under IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

The **Community** is an unincorporated nonprofit association established to offer a community of practice to individuals who actively integrate Nonviolent Communication principles through collaborative, relationship-oriented projects.

The Sponsor will establish a restricted fund to receive contributions of cash and other property designated for support of the TCCP, and to make disbursements to TCCP’s mission as directed by TCCP.

TERMS:

- 1. Term of Agreement:** On June 1, 2021, BayNVC shall assume operation of the Project, which operation shall continue in effect unless and until terminated (see below for termination process).
- 2. Termination:** BayNVC may terminate this agreement with 90 days notice to TCCP. TCCP may terminate this agreement with 30 days notice to BayNVC. Upon termination, BayNVC will transfer any remaining funds to a new fiscal sponsor or disburse the money as instructed by TCCP.
- 3. Privacy:** BayNVC will maintain privacy of the donors and recipients of the funds for TCCP, sharing this information only with staff administering the sponsorship and with our bookkeeping and accounting personnel. We will report the restricted funds held on behalf of TCCP annually to the IRS as required by law.
- 4. Reporting:** When issuing payment(s) of \$600 or more in a calendar year to any individual or sole proprietor, BayNVC will require the person to first submit an [IRS W-9 Form](#). By January 31 of the following year, BayNVC will issue a [Form 1099-NEC](#) to these individuals.

5. Financial Statements: BayNVC will update the financial report by the 10th of each month for the previous month. It will contain all information about each transaction within each separate fund. This spreadsheet will be in the cloud and accessible at any time by TCCP representatives.

6. Financial Agreement: For the purposes of sponsoring TCCP and covering its administrative costs, BayNVC will keep 10% of funds received for the first \$3,000 received in each calendar year, and 7.5% of all funds above \$3,000. In addition, for any single contribution received of \$1,000 or more, BayNVC will keep 7% and this amount will *not* be included in the calculation above. No % will be taken for the initial transfer of funds from the previous fiscal sponsor to BayNVC.

7. Communication: Both BayNVC and TCCP will provide one primary, and one backup contact person for the purposes of conducting this relationship:

BayNVC:

- *Primary Contact:* Jeff Brown, Operations Director: jeff@baynvc.org / 510-433-0700 ext. 701
- *Backup Contact:* Sheryl Faria, Administrative Assistant: sheryl@baynvc.org / 510-433-0700 ext. 702

TCCP:

- *Primary Contact:* Darcy Lockhart: darcylvlockhart@gmail.com
- *Backup Contact:* Monika Panas: monika.panas100@gmail.com

8. Problem Solving: In the event of any controversy, claim, or dispute between the parties arising out of or related to this Agreement, both parties agree to participate in a mediation process led by a mediator that is jointly agreed upon. If no mediator can be jointly agreed upon, BayNVC will contact the [National Association of Certified Mediators](#) and ask them to provide a mediator that would be a good fit based upon the circumstances of the dispute.

The parties have executed this Fiscal Sponsorship Agreement as of the effective date set forth in Term 1 above.

Bay Area Nonviolent Communication

Jeff Brown, Operations Director

Trainer Candidate Community Path

Mika Maniwa, Economic Stewardship Council

Monika Panas, Economic Stewardship
Council

Date: **06 June 2021**

Darcy Lockhart, Economic Stewardship
Council

Instructions: How to Contribute to TCCP funds, Request and Receive Payments

Last updated: 10/18/2021

Contribute

Want to add Re\$ources to the TCCP Generosity System? Here's how:

The TCCP Generosity System account is managed by our fiscal sponsor, BayNVC. When you make a contribution, **please indicate that it's for TCCP** and not Bay NVC for ease and effectiveness in tracking and accounting.

When making a contribution you have two options for your contribution:

- the **TCCP General Fund**, and/or
- the **TCCP BIPOC Fund**

Whatever payment method you use, **always add a note: "TCCP General" or "TCCP BIPOC"**.

Please note and consider while donating: The fiscal sponsor service fee of 10% is automatically deducted from each donation.

PayPal

To contribute to the **TCCP General Fund via PayPal:**

- 1) Click the link [TCCP fund](#)
- 2) Follow the step-by-step instructions

To contribute to the **TCCP BIPOC Fund via PayPal:**

- 1) Click the link [BIPOC fund](#)
- 2) Follow the step-by-step instructions

PayPal is not the only way that BayNVC can receive contributions to TCCP's funds, but it's their favorite method because PayPal payments are easy to track and do bookkeeping for.

Don't have PayPal? Get your free account [here](#) and send money to TCCP.

Other ways to transfer money

If you want to use other ways than PayPal to transfer money to TCCP funds, please choose from the methods listed here: [other ways](#)

IMPORTANT: If you use other methods than PayPal, **always add a note:**

- **"TCCP General"** - if you make a contribution to the TCCP General Fund
- **"TCCP BIPOC"** - if you make a contribution to the TCCP BIPOC Fund

Otherwise BayNVC will think it's a contribution to their account instead of TCCP funds.

Make a Request

Want to request Re\$ources from the TCCP Generosity System? Here's how:

Please see the above Generosity System Agreement

Receive the Payment

Want to receive the payment from the TCCP Generosity System? Here's how:

When a request is approved by the TCCP members during one of the monthly Economic Stewardship Council meetings, the recipient is requested to fill out the BayNVC's [Payment Request Form](#).

It includes everything that BayNVC needs to issue a payment to the recipient.