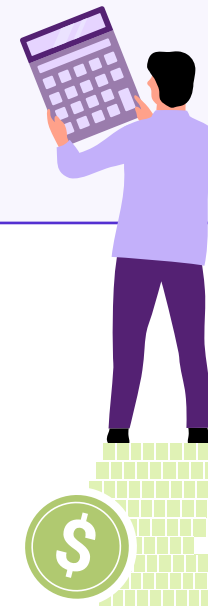


Community Compensation Examples from PHIG ECC Work Group

Town, City, County, or State Name	Types of community engagement activities	Forms of compensation used, and any related challenges or strengths	Considerations for special populations	Documents required by agency
<p>County of Santa Clara, Public Health Department, California</p>	<p>Convened residents in-person to support a Latino Health Assessment. Residents were invited to share their thoughts about health-related topics and their experiences living in Santa Clara County. A total of 15 1.5-hour meetings were held throughout the county.</p>	<p>For the Latino Health Assessment, each resident participant received a \$75 gift card.</p> <p>Some challenges:</p> <ul style="list-style-type: none"> • The cons are that gift cards are not easy to use for many residents. • Due to the high incidence of fraud with gift cards, they are also difficult to purchase in bulk. 	<p>For the Latino Health Assessment, in addition to gift cards, participants were provided meals, childcare and transportation if needed.</p>	<p>The County worked with a fiscal sponsor to distribute compensation. The county does not have a mechanism for payment to the community.</p>



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<p>Washington County Public Health, Oregon</p>	<p>The County has provided compensation to community members frequently. The County is launching a steering committee for the Community Health Improvement Plan (CHIP). Members will be compensated through a stipend of \$75 per two-hour meeting or work time. The stipend can be paid to either individuals not associated with an organization or to organizations (if the individual participating is employed and being paid for their time already).</p> <p>To pay a stipend, a W-9 is required to set up a person as a supplier in the finance system. If they are uncomfortable providing this information, they can be paid with a gift card for the same amount, to a chain store such as Fred Meyer.</p>	<p>Stipends and gift cards are typical ways of compensation. When using gift cards, Visa gift cards are preferred.</p> <p>Challenges:</p> <ul style="list-style-type: none"> • Stipends come with extra work and administrative burden to set everything up. • Gift cards have a fee associated with them. • Have encountered issues purchasing large numbers of gift cards (for example, we provided gift cards of \$250 per participant for a 5-hour workshop); staff were required to provide their social security number with purchase. 	<p>Have discussed offering additional compensation to cover childcare or transportation as needed.</p>	<p><u>W-9 required to set up payee as a vendor/supplier.</u></p>

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<p>Vermont Department of Health</p>	<p>Several community members participate on the advisory committee and/or workgroups for our 2025-2030 State Health Improvement Plan. Individuals are compensated if they are attending on their own time. They receive \$50 per meeting (60-90 mins), including minimal prep work.</p> <p>The Department of Health also maintains an inventory of all the committees and workgroups that the Department leads. The inventory collects information on whether community members participate, if they are compensated, and how much.</p> <p>Links to relevant policy and statute:</p> <p>Agency of Human Services Member Compensation Policy</p> <p>VT statute about compensation</p>	<p>The most common way the Health Department provides payment to an individual is through a 'vendor payment'. The individual is authorized by the state's Finance Department as a vendor after providing a W-9. As part of this enrollment, the individual can choose the method of payment (check or direct deposit). They must submit an invoice each time services are provided (e.g., after attending a meeting).</p>	<p>In addition to compensation, programs often reimburse transportation and childcare expenses. Interpretation services are offered when needed. Depending on the type of meeting/event, we offer hybrid options.</p>	

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<p>Harris County Public Health, Houston, TX</p>	<p>Community members were asked to complete a survey about community needs and resources that took 20-30 minutes to complete. For completing the survey, community members were entered into a raffle for a \$100 Visa Gift Card. The survey was available online. The gift card was sent through certified mail.</p> <p>Community members were asked to participate in a focus group about community needs and resources that took 40-60 minutes to complete. Food was provided. For participating in the focus group, community members received a \$100 Visa Gift Card. The focus group was in-person. The gift cards were handed directly to participants.</p>	<p>We were able to use gift cards that were left over from a previous activity. As a government entity, cash payments are not allowed.</p> <p>Challenges:</p> <ul style="list-style-type: none"> • Gift cards can be used but it's been difficult to procure a vendor to provide the gift card and ensure that the gift cards are not compromised (i.e. haven't been used before). • We cannot purchase gift cards from a grocery store due to high rates of fraud. 	<p>Interpreters are present at all in-person and virtual events.</p> <p>Engagement happens in multiple formats, online, in-person, and at different locations.</p> <p>Families are able to bring young children.</p>	<p>A registration list of participants and a signature are required when gift cards are distributed.</p>

Community Compensation Examples from PHIG ECC Work Group



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<p>Linn County Public Health, Iowa</p>	<p>Community members and healthcare system representatives participated in a workgroup focused on how racism impacts mental health in our community and how the local healthcare system can provide culturally informed care. The workgroup met monthly for 90 minutes over 9 months. Stipends were available on two occasions for those not otherwise compensated for their time, funded by the community foundation. The first payment was for meeting participation; the second payment was for participation in a 2-day workshop. The amount was \$375 per person in both cases, to avoid tax liability for any individual recipient. Payment was by check and required a W-9.</p>	<p>There is an ongoing practice in the agency of providing gift cards to compensate community members for participation in focus groups, etc.</p>		<p><u>W-9</u>. County legal counsel stipulated that all workgroup participants received information about the stipend and eligibility.</p>

Community Compensation Examples from PHIG ECC Work Group



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<p>Pima County Health Department, Tucson, AZ</p>	<p>In 2021 PCHD worked with a community group, Culture of Peace Alliance (COPA) to use \$10K in funds tagged for youth violence prevention. COPA took \$1,000 in administrative costs and engaged with a group of youth to do participatory budgeting for the remainder. The youth came up with a matrix of how they would be paid and what work they would do for that amount. It was also part of a Participatory Action Research project with the University of Arizona, so some of the activities fell within those parameters.</p> <p>Additionally, PCHD has had many federal grants that support direct service and community engagement. Activities ranged from providing incentives for attending workshops on health education, serving as part of focus groups or advisory boards like youth advisory boards, etc.</p>	<p>Gift cards are the primary form of compensation (physical and digital).</p> <p>Pros and Cons of Payments</p> <p>Digital Gift Cards</p> <p>Pros: Can be delivered via email, text, or secure links; Fast and convenient delivery; Easily trackable through software; Preferred by many participants.</p> <p>Cons: Requires participants to have access to email or mobile devices; Limited to recipients within the U.S.; Some participants may be unfamiliar with digital redemption processes.</p> <p>Physical Gift Cards</p> <p>Pros: Useful for participants without digital access; Tangible and familiar format; can be shipped in bulk to a central location or directly to participants.</p>	<p>Pima County is a highly populated area with populations of varying citizenship, migrant, and refugee status, thus accessing funds above \$599 in a year or through direct cash or bank account transfers can create some barriers if legal status and the type of legal status is a concern.</p> <p>When it comes to financial compensation, many youths lack bank accounts, so offering flexible payment options like prepaid debit cards or direct reimbursement for expenses is crucial.</p>	<p>To financially compensate community members, PCHD has required:</p> <ul style="list-style-type: none"> • A formal purchase request form • Consent forms for participants • A distribution log with recipient signatures • Monthly reconciliation with the P-card administrator • Secure storage and tracking of all gift cards

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<p>Pima County Health Department, Tucson, AZ</p>	<p>Those funds are approved in the federal grant budget and application process. They range in \$10 -\$25 increments most of the time.</p> <p>While not a direct funder of other incentives or community compensation, the PCHD has supported activities in partnership with local hospitals, agencies, etc in promoting surveys like the community health needs assessment, at the opportunity to enter a drawing for a \$100 gift card. PCHD has used similar methods for other community needs surveys where PCHD contracts with universities or third-party research groups.</p>	<p>Cons: Requires secure storage and physical distribution logistics; Higher risk of loss or theft; Slower delivery time.</p> <p>Restrictions or requirement considerations</p> <p>Compliance: All participants must sign consent forms acknowledging restrictions on how incentives can be used (e.g., not for tobacco, alcohol, firearms, entertainment, or meals).</p> <p>Security: PCHD uses encrypted platforms (e.g., OneDrive, Box, Spreedly) and secure storage (e.g., locked rooms, access logs) to manage and track incentives.</p> <p>Retention: Participant data is retained for one year; financial records are kept for seven years per IRS standards.</p>	<p>We also consider age and the use of incentives like gift cards for popular retailers, tech gadgets, or tickets to local sporting events. For older youth, stipends or paid positions on committees demonstrate value.</p> <p>Families could use more direct support to engage beyond gift cards and financial incentives; childcare stipends or onsite childcare could help immensely, as would food and water to help offset cutting into dinner or mealtimes for the whole family.</p>	<p>To financially compensate community members, PCHD has required:</p> <ul style="list-style-type: none"> • A formal purchase request form • Consent forms for participants • A distribution log with recipient signatures • Monthly reconciliation with the P-card administrator • Secure storage and tracking of all gift cards

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<p>Pima County Health Department, Tucson, AZ</p>	<p>In 2021, the PCHD received a grant to support its efforts to advance health literacy and adherence to COVID-19 public health practices among Hispanic/Latine adults in Pima County of childbearing age (20 to 45 years old) with the ability to become pregnant. As part of this initiative, community members who participated in the foundational research phase were compensated according to an equitable compensation model that was designed to ensure equity and fairness for all participants involved in the foundational research and pilot phases of the project. It was grounded in fair market rates and structured using a three-point estimation method to account for uncertainty and risk.</p>		<p>Also, considering incentives that benefit the entire family, such as vouchers for healthy groceries, health-related products, or gift cards for family-friendly activities, in addition to for families of children with special healthcare needs, compensation may include stipends for specialized care or reimbursement for adaptive equipment that health departments may be able to navigate or secure.</p>	