

Best Practices for Fair Payment

✓ **Be Transparent:** Clearly explain how much people will be paid, how they will get paid, and when they can expect payment before they start.

✓ **Offer Flexible Options:** Let people choose how they get paid, like with direct deposit or a prepaid card, so it's easy for them.

✓ **Respect Time & Expertise:** Pay people fairly for their time, hard work, and the knowledge they share, so they feel valued and respected.

✓ **Avoid Barriers:** Ensure the payment process is simple and does not create financial hardship (e.g., delays, tax burdens).

✓ **Ensure Fair Pay:** People with lived experience should be paid fairly, just like other professionals doing the same kind of work.

Types of Payment:

- **Payments Methods:** Hourly wages, stipends, or tokens of thanks.
- **Gift Cards or Vouchers:** An alternative when direct payment is not feasible.
- **Covering Costs:** Covering transportation, childcare, or meal costs.
- **Non-Money Rewards:** Members can grow their skills, get training, find mentors, help others, and build new connections.
- **Public Recognition:** Giving credit to someone by sharing their work in reports, at events, or by offering them a chance to lead and be seen.

Best Practices for Fair Payment cont.

Engagement Type	Suggested Pay Guidelines
Focus Groups (1-2 hrs.)	\$40 – \$100 per session
Speaking Engagements	\$100 – \$500 per event
Advisory Roles	\$25 – \$50 per hour
Leadership Roles	\$50 – \$100 per hour

Explaining the Payment Process



Staff should support members by helping them fill out any forms needed to take part and get paid.



Membership Agreement/Contract



User-friendly Invoice Templates



Offer different payment options



Community members should get their payment soon after they take in the work or event.