



## Puget Sound Regional Council

### **Committee Member Compensation: Frequently Asked Questions**

#### **Who is eligible to receive compensation?**

Committee members who are not compensated by their employer for participating in PSRC funded meetings are eligible to receive compensation.

#### **How much will eligible committee members be paid?**

\$125 per meeting. This is a flat rate that is intended to cover time preparing for each meeting as well as other expenses such as childcare, food, and travel. The compensation rate was reviewed and approved by PSRC's Operations Committee and will be subjected to periodic evaluation, at the discretion of PSRC.

#### **What are the payment options?**

Committee members will be paid via checks or online payments (i.e., Paypal, Venmo). If reimbursed by check, it will be mailed to the committee member's address provided on the [Outreach Compensation Eligibility](#) form.

#### **What are the requirements for receiving payment?**

The [Outreach Compensation Eligibility](#) form must be completed and submitted to PSRC's Finance Department. It includes questions about contact information and if the member's employer compensates staff for committee participation.

Regular attendance in committee meetings is also required for compensation. Attendance should be recorded using the [Committee Attendance Form](#) within 30 days of each meeting. Participants must stay for at least 75% of the meeting to be compensated. The record of attendance will serve as support for processing compensation to members.

#### **When will committee members receive payments?**

Checks will typically be mailed within 30 days of submitting the [Committee Attendance Form](#) to PSRC's Finance Department.

#### **What are the tax implications for receiving committee compensation?**

Any committee member receiving \$600 or more from PSRC in a calendar year will be required to complete a form W-9 (with social security number) for tax reporting.