

## **JEDI Fund Award Policy**

### **Eligibility for individuals: 2021 - 2022**

ASAP members may apply to use monies from the JEDI Fund to cover fees for conferences, webinars, trainings, courses, or other events or education opportunities.

- Funds are available to individuals (not organizations).
- Individuals must self-identify as Black, Indigenous, Persons of Color, or as having limited financial resources.
- Individuals must be members of ASAP. (Individuals need not have been a member of ASAP for a specific length of time prior to applying for funds. ASAP members are required to agree to and uphold the ASAP Code of Ethics. ASAP membership is available through a pay-what-you-can membership fee which starts at \$0.)
- Eligible events/opportunities are ones which include climate change adaptation/climate resilience content as described here or as justified by the applicant. Events may be hosted by ASAP or by an external organization.

### **Eligibility for ASAP activities: 2021-2022**

ASAP staff or members may apply to use monies from the JEDI Fund to compensate individuals who contribute to ASAP activities, including but not limited to: writing for an ASAP publication, speaking at an ASAP event, participating in an ASAP working group, or serving as a mentor in the ASAP Mentorship Program.

- Individuals being compensated must self-identify as Black, Indigenous, Persons of Color, or having limited financial resources.
- Individuals being compensated may be ASAP members or non-ASAP members, based on the requirements of the individual program to which they have contributed or will be contributing.

### *Eligibility for compensation for previous contributions*

Because ASAP has operated for many years without a JEDI fund, funds are first and foremost available for individuals who seek compensation for past contributions. Individuals may seek compensation for contributions made at any time between December 1, 2017-present.

### **Request Process**

- Request process for individuals seeking support for professional development and capacity building activities: email [ASAPAWards@adaptpros.org](mailto:ASAPAWards@adaptpros.org) with the following information:
  - Full name
  - Statement of self-identification to meet eligibility requirement: "I am eligible to receive funds because I identify as..."
  - Name and description of activity you are requesting funds for. Provide dates and links if applicable.
  - Dollar amount you are requesting

- How this activity will support your adaptation work or professional growth as an adaptation professional (1-2 sentences)
- Request process for individuals seeking compensation for a past contribution to an ASAP program: email ASAPAwards@adaptpros.org with the following information:
  - Full name
  - Statement of self-identification to meet eligibility requirement: “I am eligible to receive funds because I identify as...”
  - Name of activity for which you are requesting retroactive compensation
  - Amount you are requesting
- Request process for ASAP Staff seeking to compensate an individual for their contribution to an ASAP program: email ASAPAwards@adaptpros.org with the following information:
  - Full name of recipient
  - Statement of recipient’s self-identification to meet eligibility requirement: “This person is eligible to receive funds because they identify as...”
  - Name of activity for which you are requesting to compensate this person
  - Amount you are requesting
- Requests are accepted monthly on a first come, first served basis and are due on the 20th of the month

#### **Allocation and Determination Policies**

- Each month, ASAP staff will ascertain the total amount of money that is in the fund and allocate it as follows:
  1. Up to 30% of the available money in the Fund will be distributed to fulfill requests for compensation for BIPOC-identifying individuals for a past contribution to an ASAP program.
  2. Up to 20% of the available money in the Fund will be distributed to fulfill requests for compensation for BIPOC-identifying individuals for a current/upcoming contribution to an ASAP program.
  3. Up to 20% of the available money in the Fund will be distributed to fulfill requests for professional development awards for BIPOC-identifying individuals.
  4. Up to 10% of the available money in the Fund will be distributed to fulfill requests for compensating White-identifying individuals who identify as having low income for a past contribution to an ASAP program
  5. Up to 10% of the available money in the Fund will be distributed to fulfill requests for professional development awards for White-identifying individuals who identify as having low income.
  6. Up to 10% of the available money in the Fund will be distributed to fulfill requests for compensation for White-identifying individuals who identify as having low income.
- Unused monies in each category will remain in the Fund for allocation using the system described above in the following month. (If, for example, the only requests received in a given month are for item #6, ASAP will still only distribute up to 10% of available monies in the Fund.)

- In the event that ASAP receives more requests than monies available in each category, requests will be fulfilled in the order they are received.
- Requests that ASAP is not able to fulfill in a given month because of lack of monies available in the Fund will remain in the queue for the following month.
- If there is a request to support participation in a professional development activity taking place on a specific date, and ASAP is not able to fulfill the request in time for the applicant to participate in the activity because of lack of monies available in the Fund, the applicant will be invited to submit a request for a different activity and that request will receive priority over others submitted in that category.
- ASAP staff will notify all applicants via email regarding the status of their application on or around the 1st of the month following their application.

**Annual limits (applies to all types of distributions):**

- Limit for individual professional development activity: \$200
- Limit for individual compensation: \$300
- Total dollar limit for a single individual: \$300
- Limit on number of distributions to a single individual: 2

**Distribution Policies**

- Monies will be distributed on or around the 15th of the month in which the determination is sent.