



MEMORANDUM
OFFICE OF THE EXECUTIVE DIRECTOR
QUALITYLIFE INTERGOVERNMENTAL AGENCY

To: Q-Life Board of Directors

From: Liz Lance, Executive Director

Re: Request for Financial Support for an AmeriCorps RARE Member in the '25-'26 Session

Date: March 28, 2025

Background

As part of our strategic efforts to increase operational capacity and community engagement, I have applied to host a RARE (Resource Assistance for Rural Environments) member at QLife for an 11-month service term. The RARE program, administered through the University of Oregon, places qualified graduate-level members with public agencies to support rural development projects, including broadband expansion, community outreach, and infrastructure planning. The cost to participate in the program is \$25,000 plus the cost of basic office supplies and onboarding needs.

To fund this opportunity, I have submitted two grant applications with the goal of fully covering the cost. While we await decisions, there is a possibility that partial or supplemental funding will be required. Given QLife's focus on long-term sustainability and public benefit, this placement would directly support strategic priorities. Should grant funds not fully cover the cost, I believe any remaining balance would be manageable within our FY26 Operations Fund. This resolution is coming before the board now as the commitment is likely to need to be made prior to the start of the FY26 budget year, though the invoice will likely arrive in the FY26 budget year as the RARE would start work with Q-Life in September 2025.

Resolution

I respectfully request the Board's approval for QLife to commit up to \$32,000 from the Operations Fund to support the placement of a RARE member during the 2025-2026 service year. \$25,000 of this will be a direct payment to AmeriCorps, and the additional \$7,000 will be for any needed equipment, supplies and travel, including to community outreach events. This funding would only be used if grant support falls short, and any unspent funds would remain in the operating budget.

If approved, I will move forward with finalizing our participation in the RARE program and will update the Board once grant outcomes are known. The payment for the program will be included in the FY26 budget. This resolution is not a request for a budget amendment for the FY25 year.

Next Steps

The Board may approve Resolution 25-03 or provide direction for additional revisions or conditions to the agreement under which Q-Life should commit to the financial responsibility associated with the placement of a RARE member at Q-Life.