

■ MICROBOARDS' GUIDING PRINCIPLES AND FUNCTIONS

All Microboards facilitated by Vela use the following principles and functions as their building blocks for development.

1. Microboard members must establish and maintain a personal relationship with the person for whom the board is created.
2. All people are assumed to have the capacity for self-determination. This capacity will be acknowledged, respected, and demonstrated in all of the dealings of the Microboard.
3. All planning and decisions made by a Microboard will demonstrate regard for the person's safety, comfort, and dignity, with consistent respect for his/her needs, wishes, interests, and strengths.
4. Microboard members will act as sponsors to the community, ensuring the person participates in community activities with Microboard members (e.g. family functions, social events). This is done in ways that are natural for each of the people involved.
5. Ensure the person has the opportunity to both receive from and give to his/her community, as well as with other individuals in his/her network.
6. All Microboard members will conduct their board business in the spirit of mutual respect, cooperation, and collaboration.

■ How we can be contacted



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*There is no charge for our services in
the province of B.C.*

Please see our other brochures:

Microboards and Individualized Funding

More About Individualized Funding

We gratefully acknowledge the funding support
provided by:



and our generous donors.

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**MORE ABOUT
MICROBOARDS**



Vela is a non-profit society that provides information and mentoring to individuals with disabilities and their trusted others to take greater control of his/her life by exploring ideas and options that can lead to customized, inclusive and creative support and services. This can be done by:

- forming a Microboard™, a small (micro) group of committed family and friends who join together with the individual to create a non-profit society (board). Together they help the person plan his/her life using a person-centred approach. This group can also choose to access funding and provide support services to the individual.

■ Who can sit on a Microboard?

Family, friends and acquaintances who are committed to knowing the individual or getting to know them better over time. It is not necessary that Microboard members have expertise in a specific area of disability or support services. Relationships are the most important part of a Microboard. Specific skills can be learned or purchased from others.

Five to eight people are the optimum number of members. This ensures the board is dynamic, but still intimate.

■ What do Microboard members do?

Most importantly, they spend time with the person in whatever way is natural for them. Together, they will help the individual:

- plan his/her life;
- brainstorm ideas and problem solve;
- advocate for what he/she needs;
- do fun things together;
- connect to his/her wider community; and
- monitor services and ensure he/she is safe.

Some Microboards may want more control over the services the individual receives. The services may be funded through:

- Community Living BC;
- The Ministry of Children and Family Development;
- The Ministry of Health;
- a trust; or
- WorksafeBC or ICBC payment.

The Microboard could choose to receive the funds directly and:

- become the employer, responsible for hiring and overseeing staff; and/or
- contract for services such as respite and home sharing.

For individuals who receive Community Living BC funding there is another payment option – Individualized Funding (IF). IF allows the individual to designate someone to receive funds directly to purchase his/her own services. If Individualized Funding is chosen as the payment option, the Microboard’s role would be the same as listed in the first six bullets in this section. If you are interested in this option, see our brochure, *More About Individualized Funding*.

A Microboard can choose **NOT** to be the employer and be written into the contract with an agency to be the advocacy group for the individual.

Board members must follow the rules for non-profit societies that are outlined in their bylaws. In B.C. this includes having an Annual General Meeting and a register of members. Regular meetings help everyone stay connected and on track. Board members must serve as the:

- president;
- vice president;
- secretary;
- treasurer; or
- secretary/treasurer (as a single position).



■ What supports does Vela provide to Microboards?

We can help you:

- incorporate as a society (You are responsible for the associated society fees.);
- complete a person-centred planning process for the individual you care about;
- problem solve;
- network with others; and
- work on your next steps.

If you decide to deliver services, we will give you the information you need to become the employer by providing and helping you:

- complete a comprehensive plan to submit to your funding agency (i.e. Community Living BC; The Ministry of Children and Family Development; The Ministry of Health);
- plan the support services;
- create a budget (once funding is approved);
- customize your employment documents;
- follow the standards of your funding agency; and
- understand regulations such as Employment Standards; WorkSafeBC; and the Canada Revenue Agency.

Please, don't move ahead with the incorporation process without talking to us and getting copies of our sample constitution and bylaws. There are important statements that must be included for us to be involved.

■ Ways to connect and learn

We offer many ways for you to connect with others and learn, such as:

- a website with general information about Microboards and Individualized Funding;
- a facebook page;
- a print newsletter that is published 3 to 4 times a year;
- regional meetings;
- regional training events; and
- linking those who want to connect with someone facing similar issues.