API3 DAO Operations Team Proposal
Operations cycle: #16
Period: 1 September 2024 – 30th November 2024 (3 months)
Amount: $ 37894.27
Destination: Gnosis Safe (Multi-sig Wallet)
Address: 0x00128492458fdB7f50ffE655153Bc91aE06e00F5
Signers:
● 0x306F15dAE87185540Fc6dD6Ef8e0bf12D6AFa609
● 0x79c244C70E288DC011f7978bc0866A98dbDF2ddB
● 0xE0D6480ae69e7C4928a3F45E6cf5651e52741EC0
⅔ signatures needed in order to make a transaction.

Scope:

The Business Operations Team serves to make sure internal systems and processes run smoothly for the organisation as a whole, and our general responsibilities have been outlined in previous proposals, therefore more details can be found there in the 'History' part of the governance section of the DAO portal dashboard, if required for reference.

Items and requirements specific to this proposal are in the embedded spreadsheet image below as line items and are also explained as text.

Item	Amount (USDC)			
Grants	22500			
Subscriptions + EBS costs (#Cycle 15)	5926.27			
Contingency fund (Top up required this cycle)	9468			
Extra 10% for emergencies (No top up needed this cycle)	0			
Less Cycle 15 Balance (not including contingency etc)	9532			
Total Requested Funds	**37894.27**			
Grants				
Member	**Role**	**September**	**October**	**November**
Heikki	Strategy	0	0	0
Mark	Systems/Processes/CRM	5000	5000	5000
Erich	Legal	2500	2500	2500
Grant Subtotal		**7500**	**7500**	**7500**
EBS Services (Reimbursements for subscriptions) - $		**June**	**July**	**August**
Calendly		255	255	255
Cookiebot		13	13	13
Slack		407.32	406.59	406.59
Google Workspace		901.44	901.44	901.44
Subtotal		**1576.76**	**1576.03**	**1576.03**
EBS cost Plus fee 12%		189.21	189.12	189.12
Forecasted Monthly Subtotal		**1765.97**	**1765.15**	**1765.15**
Requested Amount (Cycle #16)				**37894.27**

Contingency Fund etc:

As stated in previous proposals, this serves to backstop other teams etc as required.

This required a top-up this cycle, due to an emergency annual expense to pay administrative fees to do with the API3 Foundation.

New Ongoing Operations requirement - Extra 10% of funds:
This wasn't utilised in the last cycle, therefore no top-up was required, as detailed above.

Cycle #16 Specific Deliverables:
No extra or specific deliverables for this cycle beyond the regular functions of Ops were specified.

Cycle #15 Deliverables Achieved:
● Ongoing operational support provided to other API3 teams.
● Maintained and managed existing processes - marking and addressing areas for improvement as needed.
● Ongoing internal systems monitoring and support
● Payment of annual incorporation administrative service for the API3 Foundation.