

Governance Package

The Governance Package is the fillable six-scaffold bundle for a complete operational DAO governance system. It consolidates the six functional artifacts from Course 9 into a single deployment package: a governance charter, a decision-rights matrix, a proposal template, a treasury allocation policy, an accountability dashboard, and a governance review cadence. A practitioner building a new DAO governance layer fills one scaffold at a time in the order given; the output of each scaffold feeds the next. Each scaffold is a condensed fillable form of the full artifact it represents — the full artifact (e.g., c9-governance-purpose-charter) should be read before completing the corresponding scaffold. All six scaffolds together constitute a minimally viable governance system that is immediately operational.

Scaffold 1 — Governance Charter

Derived from c9-governance-purpose-charter. Fill this first; it scopes all downstream scaffolds.

```
# ■■■■ GOVERNANCE CHARTER ■■■■
governance_id: <kebab-case, e.g. pp-dao>
mission: >
  <One sentence: govern [resource] so that [participants] can [action] without
    [coordination failure].>
founding_date: <ISO 8601>
charter_version: 0.1.0
charter_owner: <role>

# Decision classes subject to governance (add rows as needed)
decision_classes:
  - id: treasury-allocation
    governed_resource: "Funds held in the DAO treasury"
    binding_mechanism: "Token vote → executor disbursement"
  - id: contract-change
    governed_resource: "Substrate files and interface contracts C1-C12"
    binding_mechanism: "Supermajority token vote → designated steward execution"
    meta_governance: true # flags that this class is the only MAJOR-amendment path
  - id: working-group-charter
    governed_resource: "Working group authority and budget"
    binding_mechanism: "Simple majority vote"
  - id: retroactive-reward
    governed_resource: "Contributor compensation for past delivery"
    binding_mechanism: "Token vote, no-self-vote rule"
# Add additional classes here – any class not listed is out of governance scope

# Items explicitly NOT subject to vote
governance_exclusions:
  - <Delegated operational decisions – state the role and scope>
  - <HR / individual compensation – state the accountable role>
  - <Emergency safety actions – handled by emergency-ratification>
  - <Legally bound obligations – state the governing instrument>
  - <Decisions past an irreversible-impact boundary – state the boundary>

# Meta-governance rule (do not modify without a contract-change proposal)
meta_governance_rule: >
  A contract-change proposal with outcome passed is the only authorized
  mechanism for amending any C1-C12 contract or substrate file at a MAJOR
  version. Tooling will not emit a compliant C11 record for a MAJOR amendment
  that lacks a corresponding passed contract-change proposal.
```


Review checklist (Steward applies before admitting to queue):

#	Check	Blocking?
1	Proposer eligibility verified	Yes
2	action is specific and executable	Yes
3	Executor and Accountable match Scaffold 2	Yes
4	Voting period respects minimum review period	Yes
5	All claims cite evidence items	Yes
6	Conflict-of-interest complete	Yes
7	Treasury impact within tranche ceiling and above reserve floor	Yes

Derived from c9-resource-allocation-framework. Fill the tranche structure for your DAO.

[illegible]

```
reserve_floor_pct: 20    # must remain unallocated at all times; adjusting requires
parameter-update
```

tranches:

- ```
- id: infrastructure
 ceiling_pct: 30
 period: annual
 decision_class: treasury-allocation
 disbursement_gate: milestone
 max_single_disbursement: <amount in currency>

- id: contributor-rewards
 ceiling_pct: 35
 period: annual
 decision_class: treasury-allocation
 disbursement_gate: approval

- id: retroactive-rewards
 ceiling_pct: 10
 period: annual
 decision_class: retroactive-reward
 disbursement_gate: approval
 no_self_vote: true

- id: governance-operations
 ceiling_pct: 5
 period: annual
 decision_class: treasury-allocation
 disbursement_gate: approval

- id: emergency
 ceiling_pct: 5
 period: annual
 decision_class: emergency-ratification
 disbursement_gate: immediate-then-ratification

- id: unallocated
 ceiling_pct: ~ # remainder after other tranches + reserve
```

```
Retroactive-reward eligibility rules
```

retroactive reward rules:

- "Contribution delivered in full before proposal submission"
- "Evidence of delivery required (commits, published work, third-party confirmation)"
- "Nominee may not vote on their own reward"
- "Amount grounded in rate table or market benchmark"

## Scaffold 5 — Accountability Dashboard

Derived from c9-execution-accountability. This is the live governance health view. Populate at each governance review cycle.

[illegible]

```
Updated: <ISO 8601 date of last update>
```

# Reporting period: <e.g. 2026-Q2>

treasury health:

```
current_balance: <amount in currency>
```

```
reserve amount: <amount>
```

```
reserve_ratio: <pct>
```

```
reserve_status: <healthy | warning | breach> # healthy ≥ 20%; warning 15-20%; breach <
```

15%

```
unallocated amount: <amount>
```

```
unallocated_pct: <pct>
```



```
output: "`parameter-update` proposal if changes needed; otherwise 'no change' record"

- type: charter-and-rights-review
 frequency: annual
 trigger_also: "Any contract-change proposal affecting charter scope"
 owner: Founding Steward
 scope:
 - Decision-class coverage
 - Exclusion list currency
 - Meta-governance rule enforcement record
 output: "`contract-change` proposal if changes needed; C11 record required for any
MAJOR amendment"

- type: working-group-performance-review
 frequency: per-charter-period
 owner: Steward Council
 scope:
 - Mandate delivery
 - Budget utilization
 - Reporting compliance
 output: "Renewal or dissolution recommendation"

Retirement triggers – automatic flag after two consecutive periods
retirement_triggers:
 quorum_fail_rate_threshold: 0.40 # > 40% triggers review
 non_delivery_rate_threshold: 0.30 # > 30% triggers review
 reporting_lapse_periods: 2
 dormancy_periods: 2 # no proposals in N consecutive periods
```

Worked Example — PP DAO Package Instantiation Summary

The Point Preserve DAO (PP DAO, 725 J D Miller Road, Santa Rosa Beach, FL) uses this six-scaffold package to govern STR revenue sharing, AI campus infrastructure investment, and GROW Library platform-contract amendments. (illustrative)

| Scaffold              | PP DAO Instantiation Highlights                                                                                                                                     |
|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 — Charter           | governance_id: pp-dao; treasury = STR revenue share + campus fees; excludes Special District Commissioner's public-office actions (governed by FL statute [VERIFY]) |
| 2 — Rights Matrix     | 7 decision classes; contract-change supermajority (≥ 67%), 7-day veto window, Founding Steward single veto                                                          |
| 3 — Proposal Template | Standard form; pp-dao-prop-2026-003 used for AI hardware refresh with 3 milestones                                                                                  |
| 4 — Treasury Policy   | \$240,000 (illustrative) total; 20% reserve; infrastructure 30%, contributor-rewards 35%, retroactive-rewards 10%                                                   |
| 5 — Dashboard         | Updated monthly by Treasurer; C11 log maintained at 100% compliance target                                                                                          |
| 6 — Cadence           | Monthly treasury + pipeline reviews; annual parameter + charter reviews; quarterly WG reviews                                                                       |

Usage Notes

Fill the scaffolds in order — each depends on the previous. Scaffold 1 scopes the governance; Scaffold 2 assigns the rights; Scaffold 3 is used for every proposal submitted; Scaffold 4 governs every disbursement; Scaffold 5 is updated at every governance-review cycle; Scaffold 6 is set once and executed on schedule. Mark all financial figures, dates, and grant identifiers (illustrative) until externally verified. Run the Scaffold 3 review checklist before every proposal enters the queue — skipping the checklist is the single most common source of governance-system failure in practice.