

Topic	Fee Based Programs - General information
Audience	CEAs, Specialists
Funding Source	AgriLife Extension and External Support Groups
Heading	Fee Based Programs
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Primary Contact	District Office Manager

Fee Based Programs - General Information

AgriLife Extension supports and promotes the development of high quality, high impact, and high visibility programming at multi-county, district, and/or regional levels. Regional planning groups comprised of agents and specialists, working with Regional Program Leaders (RPLs) and Associate Department Heads, can assist with the identification of issues which can most appropriately be addressed through multi-county, district, and regional meetings.

Registration Fees	<p>Identification of programs that will include a registration fee should take place during the program planning process. Agents working with RPLs and specialists working with Associate Department Heads will collaborate, identify new programs, and determine appropriate registration fees.</p> <p>A minimum of \$10 per participant is expected, but in many cases it may be appropriate to increase the fee dependent upon program value and impact. Program delivery to limited resource audiences should not be hindered by a participant's ability to pay a registration fee.</p> <p>Employees will follow the established processes for paperwork, documentation, and submission of fees.</p>
Services	<p>Services may include, but are not limited to: publication sales, online courses, iTunes apps, laboratory services, and copy services. These services are subject to a 15% service fee.</p>
Sponsorships	<p>Sponsorships continue to support the delivery of many programs. We welcome and appreciate the relationships between organizations and individuals which make this a possibility. Realizing, particularly in many of the rural counties, that businesses are often asked repeatedly for support, we anticipate a focus on multi-county, district, and regional events will allow for more strategic investments in AgriLife Extension programs.</p>
Partnerships	<p>Registration fees should not hinder partnership development. Still, the value of educational AgriLife Extension programming is real, and carries with it a real cost. Specialists and agents should work with the Central Leadership Team to determine appropriate registration fees for programs being delivered to, or in conjunction with partners and stakeholders.</p>
Grants	<p>Grants are a viable and important source of funding. Registration fees are not required in cases where grants do not allow for such fees, and should not dissuade the pursuit of grant funding.</p>