



Comparison of Texas A&M AgriLife Extension Service's Three Major Master Volunteer Programs

	Texas Master Gardener Program	Texas Master Naturalist Program	Master Wellness Volunteer Program
Initial Training	Initial (Intern) Training costs established by the CEA are subject to fee-based programming charges.	-Initial Trainings organized by TMN volunteers are not charged fee-based programming -Initial Trainings organized by a CEA in full will be charged fee based programming	Regular Participant: \$75 Student Participant: \$25 AgriLife Employee: \$0 Fee based charge is \$20/pp of the above registration fee
Advanced Training	Advanced Training classes offered by CEAs or Specialist are subject to fee-based programming charges.	-Trainings that Texas Master Naturalist volunteers organize and manage the event, fee-based programming will not be charged. -For workshops or events in which the CEA organizes and manages the event, specific to the inclusion of the TMN volunteer or hosted as a general public event, fee-based programming will be charged.	Master Wellness Volunteer Program does not charge additional fees for advanced training. Fees may be associated with a particular program, training, licensure or certification.
Annual Meeting	State Master Gardener Conferences are subject to fee-based programming charges.	The Annual Meeting will not be charged fee-based programming	Master Wellness Volunteer Program does not currently offer an annual conference. When we have offered a conference-type training experience, registration/fee-based programming charges apply.

**Texas A&M AgriLife Extension Service's
Fee-Based Programming Guidelines
for the
Texas Master Gardener Program**

The following guidelines are provided for better understanding of Texas A&M AgriLife Extension Service's Fee-Based Programming initiative in regard to the Texas Master Gardener program. Determination to charge a fee for an event will start locally with the County Extension Agent with input from Master Gardeners, District Extension Administrators, and Regional Program Leaders. Determining the amount to charge for an event, when applicable, will be based on expenses of the event, value of the event to the clientele, and the fee-based programming charge of \$10 or 10% whichever is greater.

Initial Training

-Master Gardener Certification will incur a fee-based programming charge.

Major Educational Events

- Major educational events include but are not limited to short courses, workshops, field days, and conferences where expenses are common (food, speakers, travel, etc.); fee-based programming would be budgeted into the event fee.
- Any event where a Master Gardener Volunteer is acting in lieu of or on behalf of the County Extension Agent and the County Extension Agent would normally charge a registration qualifies as fee-based programming.

Volunteer Led Events

- Speaker's Bureaus and County Extension Agent presentations (e.g. Garden Clubs, Civic Clubs, Schools) generally would not charge a fee.
- Master Gardener Volunteer-presented lectures and talks generally would not charge a fee.
- Master Gardener Association fund raising events (if the major purpose of an event is to raise funds) would not be subject to fee-based programming.
- Internal Training of Master Gardener Recertification is generally not subject to a fee. County Extension Agents will conduct or identify recertification events to meet the 6 hours of required continuing education; these events would generally not have a fee for Master Gardeners.
- Membership dues for state and local associations will not be subject to fee-based programming.

Jayla Fry, Texas Master Gardener Coordinator, 2/15/19



**Texas A&M AgriLife Extension Service's
Fee-Based Programming Guidelines
for the
Texas Master Naturalist Program**

The Texas Master Naturalist Program is a partnership program between Texas Parks & Wildlife Department and Texas A&M AgriLife Extension Service and is supported at the state level through a US Fish & Wildlife Service – Wildlife & Sportfish Restoration Grant. With this federal grant supporting the statewide operations of the Program, the Fee-Based Programming initiative under Texas A&M AgriLife Extension Service is partially exempted for Master Naturalist Programs. Guidelines are below:

Initial Training

-All Texas Master Naturalist Initial Training programs where the chapter volunteers organize, manage and collect fees for the initial training classes will NOT be subject to fee-based programming charges.

-If an initial training class is designed, managed and operated under the total administration of a CEA with little to no input by the local chapter (i.e the first initial training of a developing chapter), then fee-based programming will be charged.

Advanced Trainings

-For workshops or events organized and managed by the Texas Master Naturalist volunteers , fee-based programming will NOT be charged.

-For workshops or events organized and managed by the CEA a that include TMN volunteers or are hosted as a general public event, fee-based programming will be charged.

Annual Meeting

-The Texas Master Naturalist Annual Meeting held annually in the fall will not be charged fee-based programming but will be charged a 5% administration fee. This will be reported and recorded in the state office, no local reporting necessary.



Texas A&M AgriLife Extension Service's
Master Wellness Volunteer Program
Fee-Based Programming Guidelines

The following general guidelines are provided for better understanding of Texas A&M AgriLife Extension Service's Fee-Based Programming initiative regarding the Master Wellness Volunteer program.

Charging a fee for an event will be determined locally by the County Extension Agent with input, if needed, from the District Extension Administrator and/or Regional Program Leader.

The amount charged for an event, when applicable, will be based on event expenses, value of the event to the clientele and the fee-based programming charge of \$10 or 10%, whichever is greater. In some cases, predetermined amounts have been established for specific programs. The RPL can offer guidance to these programs.

Guidance

- Initial registration/training for Master Wellness Volunteers qualifies as fee-based programming.
 - If the CEA, DEA and/or RPL determine a participant is exempt from registration, \$10 must still be charged for background check processing.
- Any event, involving Master Wellness Volunteers, for which a County Extension Agent charges a registration qualifies as fee-based programming.
- Any event where a Master Wellness Volunteer is acting in lieu of or on behalf of the County Extension Agent and the CEA would normally charge a registration qualifies as fee-based programming.
- Major educational events, conducted by or involving Master Wellness Volunteers, charging a registration fee or accepting any other form of income (e.g. – healthy cooking school, health fair, worksite wellness initiative, etc.) qualifies as fee-based programming.
- Certain program areas (e.g. – Better Living for Texans), grant/contract funded initiatives that pay fee-based programming charges centrally and/or restrict income are generally exempt from fee-based programming charges.
 - Please do not assume something is exempt based on the program name or nature of the audience – check with the DEA, RPL or appropriate Specialist to determine if there is an exemption.

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