

*Formative Support Services* is a ministry of the Sisters, Servants of the Immaculate Heart of Mary, Immaculata, PA. Financial compensation is ministry-based rather than profit-based. In a spirit of justice, fees fluctuate based on group engagement, location/time zone distance, length of stay, and scope of work. **If the standard fees present a financial hardship financial assistance is available. Please communicate the specifics of your situation.**

## **Travel Expenses**

(From/To 6328 Buist Avenue, Philadelphia, PA 19142)

**Long Distance** (Central, Mountain, & Pacific Time Zones) travel expenses include: plane/train, travel day(s) expenses, 2-night lodging, meals, and *one day of presentation-work*. Additional work-related days incur additional charges of \$150 per day for hotel and meals. **(\$2000)**

**Eastern Standard Time Zone** (greater than 200 miles) includes: travel day(s) expenses, 2-night lodging, meals, and *one day of presentation-work*. Additional work-related days incur additional charges of \$150 per day for hotel and meals. **(\$1000)**

**Drivable Distance** (maximum 200 miles) includes: travel day(s) expenses, 2-night lodging, meals, and *one day of presentation-work*. Additional work-related days incur additional charges of \$150 per day for hotel and meals. **(\$400)**

**Local** (50 mile radius) travel expense includes mileage and travel meal(s). Additional work-related days incur additional charges of \$150 per day for hotel and meals. **(\$75)**

## **Fee Schedule**

### **Type of Presentation**

- Parent Session (1-2 Hours) **\$300**
- Keynote at an Event (1 hour) **\$500**
- Single PD Session (2 Hour Maximum) **\$350**
- Half Day PD Event (3 Hour Maximum) **\$800**
- Full Day PD Event (3 – 5 hours) **\$1500**

### **Sliding Scale for Professional Development Events**

*Upon request STANDARD FEES will be adjusted for:*

- (1) a single school/parish
- (2) professional associations (i.e., Principals, DREs/PCLs, Catechists)
- (3) a cluster event for a maximum of 4 schools.

### **Preferential Option for the Poor**

Upon request substantial financial assistance is available for a school or parish that serves a low income population.

## **Student Assembly and/or School Visitation**

The presenter accepts invitations to speak with students only if the presenter is on-site to give a presentation for adult presentations. **(\$300)**

- Student presentations limited to four sessions in a day.
- Preferred Session Length:
  - Elementary, 20 minutes
  - Intermediate, 30 minutes
  - Middle School, 45/60 minutes
  - High School, 45/60 minutes