

Services Rate Sheet

Rates are for consulting services provided by Tara Kuipers Consulting LLC. Rates can be modified based on each client's specific needs, timeline, outcomes, location, and other expectations. **All work customized to the individual client. If you have a unique need, or your budget is different than what is reflected below, please reach out so we can discuss ideas!**

Facilitation, Training, Workshops and Speaking Engagements

Includes one cost for all preparation and advanced planning work, design and delivery of facilitated session, workshop or presentation, and summary, final report, and/or other documentation, as applicable.

No Charge	Initial Consultation (approximately 1 hour) <ul style="list-style-type: none"> Discuss scope, audience, timeline and outcomes, resulting in a project estimate
\$1,750 \$2,750	Half Day Rate (events or projects fewer than 5 hours on a single calendar date) Full Day Rate (events or projects greater than 5 hours on a single calendar date) <ul style="list-style-type: none"> Rate includes all pre-work planning, agenda design, delivery of session or workshop and follow-up with implementation guidance
\$150	Hourly Rate (billed in ½ hour increments, minimum of 1 hour) <ul style="list-style-type: none"> For projects structured outside of a half-day or daily formats May include project management, organization development, and other consulting

Travel Related Expenses

Costs for travel to/from projects locations outside of Park County, WY. Consultant will arrange reasonable, business-appropriate accommodations. *If client has special transportation and/or accommodation rates or recommendations, please let me know!*

\$75/hour	Hourly Rate for Travel Time (Auto or Air Travel) <ul style="list-style-type: none"> Rate is for travel time (including personal auto mileage, if applicable) and travel-day expenses (meals, ground transportation, airport parking, etc.) on date(s) of travel
Actual Expenses	Airfare, Lodging, Meals and Ground Transportation <ul style="list-style-type: none"> Airfare, lodging, meals and ground transportation (rental car, taxi or ride service) will be estimated on Project Estimate and billed for actual expenses on Final Invoice

Coaching Services

Coaching frequency is based on individual's goals and needs, and scheduling availability.

\$350/month	Two Sessions / Month (1 to 1.5 hour each) <ul style="list-style-type: none"> Rate includes two regularly scheduled meetings (in person or via web) each month, plus ongoing email and/or phone communication directed toward client's goals.
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Terms & Notes

- Client will be invoiced upon project completion. Coaching and other on-going projects will be invoiced monthly, unless previous arrangements are made.
- If specific materials/supplies are necessary, client will reimburse at actual cost with client's advanced approval.
- Unless expressly agreed upon, facilitator is not responsible for arrangements or costs associated with facility rental, meals or refreshments, and other hosting expenses.
- For additional insight on facilitator pricing, this article can provide background: <https://bit.ly/2OtlmTB>