

Services Rate Sheet

All services and their corresponding costs are based on the unique project or client needs, timelines, and outcomes, with all work customized to the individual client. If you have a specific need you would like to discuss that isn't reflected below, please get in touch with me!

Facilitation, Presentations, and Interactive Workshops

Costs include all pre-work, agenda design, facilitation or delivery of the session or workshop, and follow-up, including a summary report or other final documentation, as applicable.

No Charge	<p>Initial Consultation (<i>up to 1 hour</i>)</p> <ul style="list-style-type: none"> Discuss scope, audience, timeline, and outcomes resulting in the project estimate <p>Post-Engagement Wrap-Up (<i>up to 1 hour</i>)</p> <ul style="list-style-type: none"> Evaluate the event or project, discuss outcomes and next steps
\$1,750 to \$4,250	<p>Half-Day and Full-Day Rates</p> <p>Facilitation, Conference Keynotes or Breakout Sessions, and Workshop/Training Events</p> <ul style="list-style-type: none"> Handouts or other supporting materials may be an additional cost and will be included in the project estimate Cost will vary according to client-specific needs, session length, topic, and group size
\$150	<p>Hourly Rate (<i>billed in ½ hour increments, a minimum of 1 hour</i>)</p> <ul style="list-style-type: none"> For projects structured outside of a half-day, daily, or conference format. This may include one-on-one or small group time related to project management, organization development, consulting, etc.

Leadership Coaching

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

\$350/month	<p>Two Sessions / Month (<i>60-90 minutes each</i>)</p> <ul style="list-style-type: none"> Rate includes two regularly scheduled calls or web meetings, plus ongoing email and/or phone communication directed toward the client's goals.
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Travel-Related Expenses

Tara will bill for the actual expenses incurred for travel outside of Park County, WY. The client can arrange and pay for travel directly, or Tara will make arrangements and include expenses on the final project invoice.

Travel expenses will include travel time and transportation to/from the project location (via personal automobile or airfare plus ground transportation), lodging, and meals.

Terms & Notes:

- Following the initial consultation, a project estimate will be created and agreed upon before work begins.
- The client will be invoiced upon project completion. For coaching clients or projects spanning more than 1 calendar month, the client will be invoiced monthly unless other arrangements are made.
- If specific materials or supplies are necessary, expenses will be included on the final invoice.
- Unless expressly agreed upon, Tara is not responsible for the arrangements or costs associated with facility rentals, meals or refreshments, and other hosting expenses.