

# State Fire Marshal Training Division

## Fee Schedule – Non-Identified ER Organizations – 2009

### \*Student Hourly Rate & Per Diem Policy

Courses, Programs or Skills Training Sessions that are scheduled and presented exclusively for industry or organizations not declared as political subdivisions or emergency response organizations (including but not limited to grain elevators, local government organizations, road & maintenance personnel, schools, colleges and universities, State Government agencies, and other commercialized employees) will be charged a fee for the service.

Fees can be modified upon review of the circumstances, once approved by the Training Manager and State Fire Marshal. Certain training, which includes TD staff as members such as the NHIT and WIRAT, may be excluded from the fee schedule unless the training requires an excessive amount of time for preparation and instruction, equipment usage (addresses wear and tear on equipment), or an abundance of supplies to properly present the training. Any training subject to the fee schedule will have the training fee waived or modified, if certain federal grant funds are available and can be applied to the overall expenditures (i.e. instructor salary or expenses). Organizations that don't qualify under any Federal Grant program as emergency response organizations (political subdivisions), should the training be part of the federal grant work plan, will be subject to a fee for the service.

#### **Attendance Registration:**

Class attendance is set at a minimum of 12 students. Should the total attendance not meet this minimum number, the fee will be calculated on this number and based on the number of instructors scheduled to present the training. This minimum fee will be evenly distributed between attendees to provide an appropriate student hourly rate. A reduced rate will be negotiated for an attendance that exceeds 20 students.

#### **Presentation/Training Fee Schedule:**

All fees are established for the actual presentation/training time. As an example, a 6-hour course scheduled will be invoiced as 6 student hours of contact; however, should the course be completed prior to the scheduled time or should the training extend past the scheduled time; the total cost per student will be calculated on actual contact hour time, not scheduled time.

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#### **Training Fee (includes instructor, travel, media, student materials, and training equipment)**

A Training Session includes classroom instruction and skills training.

Training Session– Lead Instructor:	\$8.00/student hour
Each additional FT Instructor:	\$6.00/student hour
Each additional PT Instructor:	\$4.00/student hour

**Equipment Fee** – A flat fee of \$50.00 per hour will be divided evenly among all participants. This fee will cover the use of specialized equipment (i.e. Rope, CSR, SCBA, extrication, LPG props, etc.)

**Fuel Fee** – Host organization shall be responsible for the cost of any purchased fuels for the training course

**Training Facility Fee** – Host organization shall be responsible for any fee charged by a training facility that may be utilized for the training course.

**Per Diem Fee** - If the instructor(s) are required to lodge overnight for the scheduled training session, a cost for meal and lodging expenses will be added to the overall cost of the training session. This fee applies to each instructor who requires lodging, to accommodate preparation and presentation of the training session or nights between scheduled training days.

Overnight Per Diem per instructor, per night (overnight travel status): \$109.00

(Exception: Omaha overnight Per Diem per instructor (overnight travel status): \$142.00

This Per Diem Fee will be evenly distributed between all attendees, and added to the hourly rate.

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