

Diocese of Atlanta

Fee Schedule for Consultants

DEFINITIONS

- A consultant, for purposes of this schedule, is a person who has a particular experience or skill and is specifically recommended to work with the congregation or function by an appropriate Commission, Bishop, or appropriate diocesan staff member.
- A consultation is an event or meeting to which the consultant is invited to advise, monitor a specific task, or lead a discussion with his/her expertise.
- One unit is a meeting of up to four hours' duration. For example, a morning, an afternoon or an evening would each be one unit.
- Preparation includes such activities as gathering, organizing or analyzing data; reading reports; designing a meeting; writing a report; extensive telephone conversations; etc.

FEES:

Round Trip Distance	First Unit (Minimal Prep Time)	Additional Units (Same Trip)
0 – 50 miles	\$150	\$100
51 – 150 miles	\$175	\$100
151 + miles	\$200	\$100

The fee is deemed to include one hour's travel each way. For each additional hour, or portion thereof, required for round-trip travel \$25 is added to the applicable fee. (For example: For a trip requiring 2.25 hours each way, the additional fee is \$75.)

Preparation time is charged at \$30 per hour.

Mileage is charged at standard IRS rate of .585 cents per mile (2008 rate).

Other expenses related to the consultation such as lodging, meals, photocopying, etc., are reimbursable.