

Everyone Is Welcome, Inc.

712 Westfield Drive, St. Charles, IL 60174
Phone: (630) 302-0970 E-mail: EIWelcome@sbcgloal.net
www.EIWelcome.com

Advocacy Fees

Professional Advocacy Services fees are structured as follows:

- Professional Advocacy Services can be purchased either by the hour or by a pre-purchased day.
- Services **purchased by the hour** will be invoiced twice a month for time used. The invoice will identify the service and time spent providing the service in increments of 15 minutes. A separate hourly fee is assessed for time spent in travel in increments of 15 minutes. A four (4) hour retainer fee is required to begin work on a case.
- Services **pre-purchased by the day** are an eight (8) hour block of time with the hourly rate discounted. Block time can be used as often as needed over extended period of time. Billable time will be drawn from the (8) hour block until block balance is zero. Once the block balance reaches zero the by the hour rate applies until a future block is purchased. Invoices will identify the service and time spent providing the service in increments of 15 minutes. A separate hourly fee is assessed for time spent in travel in increments of 15 minutes.

Professional Advocacy Services Billable Time is as follows:

- Draft Reports
- Draft IEP Goals and Objectives
- Records Review
- Meeting Preparation
- Phone Contact with Family
- Phone Contact with School
- Phone Contact with Therapist
- Phone Contact with other Professionals
- Attend Meeting with Family
- Attend IEP Meeting
- Attend Staffing Meeting
- Attend Team Meeting
- Attend Eligibility Meeting
- Attend Due Process Hearing
- Attend Transition Planning Meeting
- Attend Mediation Meeting
- Classroom Observation
- Student Observation
- Program Observation

Professional Advocacy Services Rates are as follows:

- Our current hourly rate is \$150.00
- Our current pre-purchased day rate is \$1040.00 or \$130.00/hr
- Our current hourly travel rate is \$60.00
- Our current four hour retainer is \$600.00

An Array of Consultation Services to Increase the Inclusion of Persons with Disabilities in All Areas of Life !

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Fee Disclosure

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Professional Advocacy Services, Fee Structure, Billable Time, and Service Rates Disclosure & Understanding:

I have read and understand the information regarding Everyone Is Welcome, Inc. professional advocacy services fee structure, billable time, and service rates contained on page 1 "Advocacy Fees". As such I agree to pay for billed services within the terms of the invoices unless otherwise arranged by Mark Doyle, President /Owner of Everyone Is Welcome, Inc. Continued advocacy support will occur only if payments are made within the terms identified on the invoice.

Fee Disclosure & Understanding:

I have read and understand the information regarding fee structure, billable time and service rates contained above.

Signed this _____ day of _____, 20____

Signature

Relationship to Child

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