

## **CE PROGRAM**

### **MEMBERSHIP FEES POLICY**

**Purpose:**

This policy is to establish guidelines for the collection of fees/dues from participating CE Program members (agencies).

- A. Membership fees may be applied to each participating agency within the CE Program Consortium. These fees (or dues) are intended to offset the administrative costs of the CE Program Sponsor in administering the CE Program, as well as to be used for the purchase and maintenance of audio visual and training equipment/aids for use by the CE Program membership.
- B. The CE Program Advisory Board will set an annual membership fee schedule at their last scheduled yearly meeting for the following calendar year. Invoices will then be sent to each participating agency by December 31<sup>st</sup> of each year by the CE Program Sponsor.
- C. Fees collected by the CE Program Sponsor are NOT to be used for any purpose other than what is outlined in this policy.