



NEW MEXICO FIRST

People. Ideas. Progress.

New Mexico First Fee Schedule for Contractual Services

Action-oriented, Participatory, Consensus-building Civic Engagement Process Services	Fee	Option B / Comments
Planning/Design/Delivery Technical Assistance	\$4,000 per lead person per day	Activities focusing on process, policy, data, relationships
Outreach & Registration	Option A – \$5,000 New Mexico First manages recruitment and registration with input from client.	Option B – \$2,000 Client manages recruitment and registration with input from New Mexico First.
Logistics & Event Management	\$1,500 – \$5,000	Cost driven by the level of support requested by the client and provided by the New Mexico First team.
Media and Communication	\$300 - \$3,000	From drafting and distributing a press release to building and supporting execution of a communication plan for a civic engagement process, New Mexico First can support communication efforts.
Leadership Team	Option A – \$6,000 New Mexico First provides trained and skilled small group facilitators and recorders.	Option B – \$3,000 New Mexico First provides coordination and training to small group facilitators and recorders recruited by the client.
Training	\$2,000-\$20,000	
Governance		
Decision Management		
Consensus Building		
Conflict Resolution		
Post-event Technical Assistance	\$4,000 per day/\$200 per hour	
Reports		
Public Policy Research Report	\$20,000	4-6 Chapters
Compilation & Gap Analysis	\$10,000	15-30 pages
Editorial Review	\$1,000 - \$6,000	Length driven by client's draft
White Paper	\$8,000	3,000-5,000 words
Executive Summary	\$5,000	1-10 pages depending on the length of the original document)
Outcomes Report	\$2,000 - \$6,000	Length driven by the duration of the public deliberation process and amount of public input
Data Sharing and Data Management		
Grantmaker Subscription	\$5,000/year	
Directory Portal	\$5,000 - 20,000/year	
Directory API	\$10,000 – 30,000/year	
Initiative/County Page Sponsor	\$5,000 – 30,000/year	
Travel	Federal rate	