MU Extension Cost Recovery Pricing

This document provides general cost recovery information associated with all services and capabilities in the Nexus@Mizzou platform. The information is separated by type of transaction: website support (Magento), e-marketing campaigns (Dotdigital), online courses (Canvas), and event management (Cvent). Pricing for MU Extension-funded versus grant-funded programs is presented separately.

Website support
Creating or updating webpages or content on the MU Extension website

MU Extension-funded programming
- There are no fees to create, maintain or update webpages associated with MU Extension-funded programming.

Grant-funded programming
- When preparing a grant submission for which website services will be needed, contact Kyle Flinn or Kyle Blomenkamp for costing information.
- Costs will include initial website creation and ongoing maintenance and changes for the full period of the grant. Continued support for post-grant maintenance and consulting will be discussed.

dotdigital E-marketing campaigns
Running e-marketing campaigns funded by MU Extension

- There are no fees assessed to faculty or staff for the use of the Dotdigital e-marketing tool.
- Online certification is required before first use.
- Contact Laura Lindsey for certification and start-up procedures.

canvas Online courses
Creating and managing online courses on the MU Extension website

MU Extension-funded online courses

Courses with a registration fee
- A 3% credit card fee applies to all online paid transactions.
- $10 per registration is collected systematically.
- Remaining balance is deposited into program MoCode.
- When applicable, standardized revenue share between county offices and program is deposited into the appropriate MoCodes.
Courses without a registration fee
- $2 per registration is collected from the sponsoring program.

Note: Collection of revenue is done manually each month through an ISE transfer in PeopleSoft.

State grant-funded online courses

Courses with a registration fee
- A $2,500 per year base fee is collected for maintenance and support of up to 10 online courses.
- A 3% credit card fee applies to all online paid transactions.
- $10 per registration is collected systematically.
- Remaining balance is deposited into program MoCode.

Note: Collection of the base fee is done manually as a one-time fee.

Courses without a registration fee
- A $2,500 per year base fee is collected for maintenance and support of up to 10 online courses.
- $5 per registration is collected.

Note: Collection of base fee and registration fee is done manually each month through an ISE transfer in PeopleSoft. Base fee is a one-time cost.

Federal grant-funded online courses

Courses with a registration fee
- A $4,000 per year base fee is collected for maintenance and support of up to 10 online courses.
- A 3% credit card fee applies to all online paid transactions.
- $20 per registration is collected systematically.
- Remaining balance is deposited into program MoCode.

Note: Collection of the base fee is done manually as a one-time fee.

Courses without a registration fee
- A $4,000 per year base fee is collected for maintenance and support of up to 10 online courses.
- $10 per registration is collected.

Note: Collection of base fee and registration fee is done manually each month through an ISE transfer in PeopleSoft. Base fee is a one-time cost.
Event management

MU Extension-funded events

Events with a registration fee
- A 3% credit card fee applies to all online paid transactions.
- Service level is determined by the MU Conference Office.
  - No base fee applies to any MU Extension-funded events.
  - $10 per person for level 1 registration only services is collected systematically.
  - $15 per person for level 2 services is collected systematically.
  - $30 per person for level 3 services is collected systematically.
  - $40 per person for level 4 services is collected systematically.
- Remaining balance is deposited into program MoCode.

Events without a registration fee
- Paid event fees (see above) subsidize free events. No fee per registration is collected.
- Includes events with per participant fee that covers food and rental space costs only.
  - To qualify as free, an event may only charge for room rental and/or food cost recovery.
  - If an online registration fee is charged for room rental and/or food cost recovery, 3% credit card fees do apply.

State grant-funded events
- Events with a registration fee
- A 3% credit card fee applies to all online paid transactions.
- Service level is determined by the MU Conference Office.
  - No base fee for registration only services. Base fee starting at $1,500 applies for level 2 or higher service levels.
  - $10 per person for level 1 registration only services is collected systematically.
  - $15 per person for level 2 services is collected systematically.
  - $30 per person for level 3 services is collected systematically.
  - $40 per person for level 4 services is collected systematically.
- Cancellation policy applies for all levels of service.
- Remaining balance is deposited into program MoCode.

Events without a registration fee
- No base fee for registration only services. Base fee starting at $1,500 applies for level 2 or higher service levels.
  - No base fee; $10 per person for level 1 registration only services.
  - Minimum $1,500 base fee; $15 per person for level 2 services.
  - Minimum $3,500 base fee; $30 per person for level 3 services.
  - Minimum $5,000 base fee; $40 per person for level 4 services.
- Cancellation policy applies for all levels of service.
Note: Collection of base fee and registration fees is done manually at the close of an event through an ISE transfer in PeopleSoft.

Federal grant-funded events

- Events with a registration fee
- A 3% credit card fee applies to all online paid transactions.
- Service level is determined by the MU Conference Office.
  - No base fee for registration only services. Base fee starting at $1,500 applies for level 2 or higher service levels.
  - $20 per person for level 1 registration only services is collected systematically.
  - $30 per person for level 2 services is collected systematically.
  - $40 per person for level 3 services is collected systematically.
  - $50 per person for level 4 services is collected systematically.
- Cancellation policy applies for all levels of service.
- Remaining balance is deposited into program MoCode.

Events without a registration fee

- No base fee for registration only services. Base fee starting at $1,500 applies for level 2 or higher service levels.
  - No base fee; $20 per person for level 1 registration only services.
  - Minimum $1,500 base fee; $30 per person for level 2 services.
  - Minimum $3,500 base fee; $40 per person for level 3 services.
  - Minimum $5,000 base fee; $50 per person for level 4 services.
- Cancellation policy applies for all levels of service.

Note: Collection of base fee and registration fees is done manually at the close of an event through an ISE transfer in PeopleSoft.

Need assistance? Email the MU Conference Office at muconf8@missouri.edu or visit our site.