

**Families Helping Families
Resource & Recreation Center, Inc.
112 (B) Petrus Avenue Staten Island, NY 10312718-227-2171
www.fhfnyc.org**

Schedule of Fees for Advocacy Services

Families Helping Families is a New York State Education Department approved not-for-profit service organization, and we are approved by the Internal Revenue Service (IRS) as a 501(c)(3) corporation. As such, we are prohibited from making any profit or personal gain from our endeavors. All fees for services go directly to deferring the costs of programing, events, and administrative/facility costs.

A sliding fee scale and/or fee waivers are available for all families who are experiencing financial hardship. Those fees will be determined upon submission of proof of income and/or proof of need.

Schedule of Fees and Services

***All fees are required in advance of services rendered
There will be a \$35.00 "bounced check" fee for all returned checks***

ADVOCACY SERVICES	FEE SCHEDULE
Review of mailed packet/Contract fee <ul style="list-style-type: none"> • Review of evaluations and IEP by phone • Brief discussion regarding impressions and recommended course of action 	\$25.00
45 minute In-Office Consultation <ul style="list-style-type: none"> • Review of evaluations and IEP • In-depth discussions regarding impressions • Discussion regarding recommended course of action 	\$75.00
Classroom observation of your child.	\$100.00
As preparation for all In-Person Representation and Attendance at your child's School-based meetings (IEP, Promotion in Doubt, Disciplinary meetings, and Resolution meetings), the advocate must develop an in-depth analysis of your child's evaluations, IEPs and progress reports prior to the meeting. This analysis is to assess and determine the student's level of	Level 1 meeting lasting no more than one hour - \$100.00 Level 2 meeting lasting no more than 90 minutes - \$150.00 Level 3 meeting lasting more than 90 minutes -

functioning, the student's need, and the rate of progress, so that an appropriate IEP can be developed at the school based meeting with the proper level of services, appropriate testing accommodations, and appropriate, attainable, and measurable goals.	\$200.00
60 minute In- Home Visit <ul style="list-style-type: none"> To discuss behavioral strategies appropriate within the home. 	\$125.00
Appeals of promotion decisions	\$200.00

Impartial Hearings

An impartial hearing is time consuming and in most cases occupies over 100 person-hours. All requests for representation at hearings, writing hearing requests, developing evidence packets, etc. will be accepted depending on the availability of our advocates, and will be determined on a case by case basis judged by the merits of the case.

- Writing an impartial hearing request: approximately 2 – 3 ½ hours.
- Resolution meetings (mandatory meetings for hearing process): 1 hour – 90 minutes.
- Pendency hearings: approximately 1 hour – 90 minutes (not including travel time).
- Developing an evidence packet and writing subpoenas: 90 minutes– 2 hours.
- Witness prep (depending on the number of witnesses): 2 - 8 hours in total.
- Writing Opening and Closing arguments, developing questions for direct and cross examination: 2 hours for each process.
- Hearings: Anywhere from 2 hours to 6+ hours (not including travel time). There are often multiple hearing dates before the case concludes.

IMPARTIAL HEARING SERVICES:	MANDATORY FEE SCHEDULE
Development of hearing request (to include in office visits and final draft review via e-mail)	\$200.00
Preparation of evidence packet and subpoena development (in-office visit)	\$75.00
Pendency hearing: the purpose of a pendency is to retain services from a preexisting IEP while the proposed IEP is in dispute. A pendency hearings can take any from one hour to 90 minutes.	\$75.00 for telephonic pendency hearings \$100.00 for pendency hearings located in Staten Island \$200.00 for pendency hearings located in Brooklyn
Development of opening arguments	\$75.00

Development of written closing briefs	\$200.00
Witness prep for all witnesses by phone (per 2 witnesses), to include the development of direct examination questions, and cross examination questions	\$75.00
Attendance and representation at resolution session (explanation of services stated above)	\$100.00
Attendance and representation at hearing: in preparation for the hearing the advocate will review the file and notes obtained from witness prep and discussions with you and research applicable law and case rulings so as to develop questions for direct and cross examination (per hearing date). Please be aware that requests to hold hearings in Staten Island are rarely granted by the Hearing Officers. Price differentials between Staten Island and Brooklyn are the result of excessive travel demands placed on the advocate's time. Clients can either provide advocate's transportation to and from the hearing venue or reimburse the advocate for gas, parking, and tolls.	Staten Island Hearing: \$200.00 for the first two hours and an additional \$100.00 if the hearing exceeds that. Brooklyn Hearings: \$300.00 for the first two hours and an additional \$100.00 if the hearing exceeds that.
Written appeals of Impartial Hearing Rulings	\$500.00

All additional money given above and beyond the fee schedule will be considered donations unless otherwise specified a tax deductible receipt will be issued. Please make all checks payable to Families Helping Families and mail to 112(B) Petrus Avenue, Staten Island, NY 10312.