TELEVISION CENTER
CONTRACT PRODUCTION FEES

User Categories
Fees for each user category are based on the amount of financial support already given by the Commonwealth of Virginia and the Virginia Community College System.

User categories are assigned to the requesting organization by the Vice President of Instructional & Information Technology and are subject to negotiation for long-term regular use agreements with Northern Virginia Community College.

User Category 1: NVCC College Departments or Offices. (Call the Television Center Manager to discuss costs.)
User Category 2: Other Virginia State Colleges.
User Category 3: Virginia State Agencies.
User Category 4: County Agencies, Public Schools, out-of-state colleges, non-profit organizations, professional associations as approved by the Dean.
User Category 5: For-profit agencies and businesses, not-for-profit agencies where their costs are being recovered by grants, registration fees, or similar cost-recovery assessments.

Discounts and Negotiated Fees
All Rates are subject to a negotiated discount for long-term or regular use agreements with the college. Final determination on rates for long-term regular use will be by the Vice President of Instructional & Information Technology.

Availability of Facilities for Use
Use of the facilities of the NVCC Television Center will be subject to availability, prior scheduling and technical capacity of the equipment. Activities of the Extended Learning Institute and other approved college-wide activities shall take precedence over scheduled use by other groups, offices or agencies. The Vice President of Instructional & Information Technology will make every effort to schedule facilities for optimum use by all requesting interests.

The Vice President of Instructional & Information Technology reserves the right to cancel any scheduled activities that do not meet the standards, conditions or safeguards outlined in the NVCC Administrative Services Procedures Manual, Section 31.

All fees assume activities during normal college administration working hours. Activities requiring technical or support staff during overtime hours will be charged an additional fee to reimburse the center for the added personnel costs. Television Center staff is normally available between 8:30 a.m. and 5:30 p.m., Monday through Friday, not including scheduled College holidays.
NVCC Television Center
Contract Fees

*Compressed Video*

**Priority of Users:**
**First priority:** Instructional uses by VCCS colleges (credit and non-credit)
**Second priority:** Other VCCS activity
**Third priority:** Uses by outside entities

**Fee Structure**

**VCCS Programming No Charge**
(Courses, programs, training, professional development, meetings)

**Other Educational Institution Programming $45.00 per hour/per site**
(Credit courses, programs, degrees)

**Other Educational Institution Programming $60.00 per hour/per site**
(CEU courses, training, professional development, meetings, etc.)

**State & Federal Agencies & Nonprofits $60.00 per hour/per site**
(CEU courses, training & professional development through a VCCS College)

**State & Federal Agencies & Nonprofits $100.00 per hour/per site**
(Agency-sponsored training, professional development, meetings, etc.)

**For Profit Businesses & Organizations $200.00 per hour/per site**
(All activities)

These rates are for VCCS sites connected to *Network Virginia* and include use of a room that seats a minimum of 20 and contains the minimum of a document camera, VCR, VTEL unit with 27” monitors. Charges include connection to other sites and room use. Connections to sites outside the VCCS network are available where technically possible at an additional charge. Rates will depend upon telecommunications carriers, number of sites, length of call and time of day.

Additional support personnel such as facilitators and equipment operators are available at the rate of $30.00 per hour/per support person. Other services such as trainers, event coordination, refreshments, etc. should be negotiated with the individual college providing the service. If any additional services are provided, the institution providing the services will receive the fee collected for the service. Rates quoted are for standard day time service between 8:00 a.m. and 5:00 p.m. To cover
evening and weekend services, an additional fee will be added to the rate. Evening 
charges for times from 5:00 p.m. to 10:00 p.m. is rate plus 10%. Weekend services will 
be billed at the rate plus 20%.
The Governor, Lt. Governor, Attorney General, members of the Governor’s Cabinet, 
state legislators and United States Congressional Representatives and Senators are 
extended free use of the system, if availability permits, as an executive courtesy.