ADR Institute of Canada 40 Hour Introductory Mediation Training
ADR Institute of Canada 40 Hour Introductory Arbitration Training

ADRIA made the following suggestion for a fee structure:

The cost of the course(s) be set at $2500 at the national level (if a region warrants a higher price, they have the right to increase the price but not to go lower – the revenue split will always be based on $2500/student, regardless if a region can charge more or not, because usually where the price is higher, the expenses are also higher).

Based on the (fixed) price of $2500 per student, and a minimum class size of 6 students, we suggest the following:

$750 or 30 % to ADRIC
$250 or 10 % to the Regional Affiliate
$1500 or 60 % to the Service Provider* (could be a single ADRIC approved instructor, an academic institute or training organization, or the Regional Affiliate)
$2500 per student

*The Service Provider is always responsible for the physical delivery of the program – advertising, registration, fee collection, printing materials, providing appropriate training facility (classroom with breakout rooms), facilitating the curriculum, paying the coaches and instructor/self, marking student evaluations and providing certificates of completion.

*The Service Provider can be the Regional Affiliate who will take on the physical delivery of the program (as stated in the above paragraph) and hires/pays instructors of their choice (ADRIC approved instructors only) or him/herself if s/he is the instructor and Service Provider at the same time.

ADRIC receives 30 % of gross revenue with a portion (15%?) going to research and development of future courses.

The Regional Affiliate receives 10 % of gross revenue for being the gate-keeper of the program, the liaison with the Service Provider, acting on behalf of ADRIC in collecting all fees (ADRIC and Regional Affiliate) and forwarding such fees within 30 days to ADRIC; and also maintaining oversight and conducting audits (visiting programs in progress).

The Service Provider receives 60 % of gross revenue and pays all expenses attached to the physical delivery of the program.

The Orientation Program for the trainers is as complete as possible, with the pieces around revenue sharing and reporting still outstanding. It will be a six session (1 hr. each) program; we are looking at professionally recording the sessions and making them accessible online, so that they can be delivered more easily across the country in an asynchronous format, with 'helpdesk' feature if questions arise.