

PRICE LIST COVER PAGE

**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST
Mission Oriented Business Integrated Services (MOBIS)**

Special Item Numbers:

Special Item No. 874-4 Instructor Led Training, Web Based Training and Education Courses
Course Development and Test Administration

**The Brookings Institution
1775 Massachusetts Avenue NW
Washington, DC 20036
Phone: (202) 797-6000 Fax: (202) 797-6133
www.brookings.edu**

Contract Number: [GS-02F-0048U](#)
Period Covered by Contract: [February 4, 2008 through February 3, 2018](#)
Business Size: Large
FSC Code: U006
NAICS: 611430

Pricelist current through Modification [PO-0016](#), dated [January 7, 2015](#)

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSAAdvantage!™, a menu-driven database system. The INTERNET address for GSAAdvantage!™ is: [GSAAdvantage.gov](#). For more information on ordering from Federal Supply Schedules, click on the FSS Schedules button at [fss.gsa.gov](#).

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ABOUT THE BROOKINGS INSTITUTION

The Brookings Institution

The Brookings Institution is an internationally recognized private nonprofit organization devoted to independent research and innovative policy solutions. Our experts—renowned scholars, opinion leaders, and practitioners—are real-world change agents in economics, foreign policy, governance, and the social sciences. Established in 1916, for the past ninety years Brookings scholars have garnered widespread esteem and admiration for the quality, independence, and impact of their work.

About Executive Education at Brookings

The values of The Brookings Institution ---quality, independence and impact---have underpinned the executive education curriculum at Brookings for more than *fifty* years.

Each year nearly 2500 executives — government and corporate leaders, judges, diplomats, military officers, and nonprofit decision-makers—advance their understanding, abilities, and careers through our programs which cover a range of critical policy issues, examine and explain U.S. governmental processes, or are designed to expand the executive leadership skills of individuals in government service.

- Our engaging seminars—focusing on topical domestic and global challenges— supply insights on current and emerging policy debates—invaluable information for strategic planning and for formulating sustainable and workable new initiatives.
- Our Capitol Hill programs provide unrivalled access to institutions of power—critical for professionals and organizations who seek to demystify and understand the dynamics of government.
- Our leadership development opportunities—most of which are exclusive to government executives—offer rich experiences that tie the values of the Constitution to today’s world in transition, while building the range of competencies needed to advance to the ranks of the Senior Executive Service.

Our Approach

Executive Education at Brookings helps emerging and established government leaders advance their careers through a better understanding of the world order, the U.S. democratic process and the skills needed to lead 21st century organizations.

Our program design and delivery is unique, robust, creative, and anchored by diverse faculty. Most programs include a wide range of presenters and speakers from Brookings, academia, politics, and embassies, from the Executive Branch, other “think tanks” and the private sector. We offer not only access to America’s thinkers, opinion-leaders and decision-makers, but also practical tools for applying new ideas. Participants in Brookings Executive Education programs benefit from confidential briefings inside iconic institutions, or from meaningful interaction and

lively discussion with people in power from different sides of the political spectrum. They learn from world-class experts with hands-on, real-world experience; inspiring, passionate teachers share information the participants need to implement bold but pragmatic ideas of their own. Programs involve a combination of lecture, case studies, and tours to offsite locations, simulations, and luncheon speakers.

Our competency-based curriculum in leadership development, designed in most cases exclusively for government executives, is driven by original research on leadership skills for the twenty-first century and is aligned with the Office of Personnel Management's Executive Core Qualifications.

Our seminars are generally small to allow for one-on-one interaction and meaningful group discussions. Learning is a shared process, with public and private sector participants learning from each other.

Open Enrollment Programs

Our open enrollment programs range from one to five days. Although there are a few exceptions, most programs take place in Washington DC, and are held at the Brookings Institution. Brookings is equipped with extensive conference and catering capabilities, with the latest in audio/visual technology.

Most Brookings Executive Education programs have run for many years, but they are continually updated as politics and world affairs shift. We are proud to share our expertise on global and domestic issues, government and governance, and public leadership with public and private sector executives from all over the world. Please review the breadth and depth of our innovative programs, including some newly developed to meet the challenges of a world in transition. (See Tab 10 of this binder.)

Brookings offers several of our open enrollment programs conducted at a client's site, which can represent a significant cost savings once the client's attendance exceeds 20 participants. Brookings is also pleased to custom tailor a version of any of our open-enrollment programs for groups of twenty or more.

Custom Programs

Sometimes an open enrollment educational program simply does not fulfill the needs of your agency. Brookings provides custom programs specifically to meet a unique set of requirements.

Recent government clients have included the Defense Leadership and Management Program, the Joint Warfare Analysis Center, the Federal Aviation Administration, the Centers for Disease Control, NASA Dryden Flight Research Center, the Food and Drug Administration, Department of Transportation, National Institutes of Health, Defense Intelligence Agency and many other federal agencies.

Custom programs can run two to five days, and are held at Brookings; alternatively, they may be held at offsite residential locations when the curriculum calls for it. Recent custom programs have focused on executive leadership training, strategic planning to confront 21st century challenges, or providing an overview of governmental processes.

Because Brookings custom programs are each unique, they are developed jointly with a dedicated program director assigned to an agency, who becomes intimately familiar with the client's organization and its goals. Custom programs usually involve a minimum of 20 participants, and may have as many as 40 or more. Costs are driven by the complexity of the issues covered, the number of days of professional time involved, and other direct costs such as meeting facilities, catering costs, honoraria and speaker fees, educational materials, lodging and transportation if applicable, etc.

All inquiries for custom Executive Education Programs should be directed to the Senior Director of Brookings Executive Education.

CUSTOMER INFORMATION

1a. Special Item Numbers:

SIN 874-4 Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration.

1b. Lowest priced model and lowest unit prices: Prices shown in pricelist are net.

1c. Labor Category Descriptions: See labor category descriptions beginning on page 16.

2. Maximum Order: \$1,000,000

3. Minimum Order: \$100

4. Geographic Coverage: Worldwide.

5. Points of Production: Washington DC 20036

6. Statement on Net Price: Prices shown in pricelist are net.

7. Quantity Discounts: The Brookings Institution offers the following discounts for SIN 874-4:

Volume: For each order of greater than \$50,000 we offer a 10% discount.

Quantity: For each agency ordering six or more courses in a single order or having six or more attendees in a single course we offer a 5% discount.

8. Prompt Payment Terms: Net 30.

9a. Acceptance of Government purchase cards below micro-purchase threshold: The Brookings Institution accepts Government Purchase Cards below the micro-purchase threshold.

9b. Acceptance of Government purchase cards above micro-purchase threshold: The Brookings Institution accepts Government Purchase Cards above the micro-purchase threshold.

10. Foreign Items: N/A

11a. Time of Delivery: 30 days ARO or as negotiated with the ordering activity.

11b. Expedited Delivery: To be negotiated with the ordering activity.

11c. Overnight and Two-day Delivery: To be negotiated with the ordering activity..

11d. Urgent Requirements: To be negotiated with the ordering activity.

URGENT REQUIREMENTS (JAN 1994)

When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

12. F.O.B Points: Destination

13a. Ordering Address:

The Brookings Institution
Brookings Center for Executive Education (BCEE)
1775 Massachusetts Avenue NW
Washington, DC 20036
Phone: (202) 797-6000 Fax: (202) 797-6133
www.brookings.edu

13b. Ordering Procedures:

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14. Payment Address:

The Brookings Institution
Executive Education
1775 Massachusetts Avenue NW
Washington, DC 20036
Attn: Registrar

15. Warranty Provision:

The Brookings Institution stands behind its Products and Services as being accurate and complete to fulfill SOW requirements issued by federal government ordering activities.

16. Export Packing Charges: N/A

17. Terms and conditions of Government commercial credit card acceptance: N/A

18. Terms and conditions of Government rental, maintenance, and repair: N/A

19. Terms and conditions of installation: N/A

20. Terms and conditions of repair parts indicating date of parts price lists and any discount from list prices: N/A

20a. Terms and conditions for any other services: N/A

21. List of service and distribution points:

The Brookings Institution
Brookings Center for Executive Education (BCEE)
1775 Massachusetts Avenue NW
Washington, DC 20036

22. List of participating dealers: N/A

23. Preventive Maintenance: N/A

24a. Environmental Attributes: N/A

24b. Section 508 Compliance: Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services. The EIT standards can be found at: www.Section508.gov/.

25. Data Universal Number (DUNS): 04-320-3645

Taxpayer Identification Number (TIN): 53-0196577

26. Notification regarding registration in CCR database: The Brookings Institution is registered in the Central Contractor Registration (CCR) database.

COURSE DESCRIPTIONS

Title of Course:	GLOBAL CHALLENGES, THREATS, & OPPORTUNITIES; U.S. PERSPECTIVE	Length of Course (# of Hrs/Days):	2 days
Total Price of Course:	Based on number of attendees.	Minimum Number of Participants:	35
Price Per Participant (GSA) [Includes IFF]	\$ 1,950		
		Maximum Number of Participants:	100
Description of Class			
<p><i>Program Outline</i></p> <p>Sessions give an explanation of the current major issues in U.S. national security policy by Brookings defense analysts, senior political figures, congressional leaders, and diplomats.</p> <p><i>Program Benefits</i></p> <ul style="list-style-type: none"> • A “behind the scenes” view into national security issues, U.S. government policy responses, and a range of alternative options • Frank discussion with key U.S. and foreign officials and policymakers • An in-depth understanding of impending global security developments <p><i>Competencies</i></p> <p>Continual learning, external awareness, technical credibility, political savvy</p>			

Title of Course:	REGIONAL CHALLENGES, THREATS & OPPORTUNITIES: THE MIDDLE EAST	Length of Course (# of Hrs/Days):	2 days
Total Price of Course:	Based on number of attendees.	Minimum Number of Participants:	15
Price Per Participant (GSA) [Includes IFF]	\$ 1,950		
		Maximum Number of Participants:	50
Description of Class			
<p><i>Program Outline</i></p> <p>Notable Middle East experts explain and analyze the region’s major political, social, economic, and religious issues, and their likely impact on Western security, trade, and energy policies.</p> <p><i>Program Benefits</i></p> <ul style="list-style-type: none"> • Greater prospects for effective commercial and business operations in the Middle East • Increased awareness and understanding of political realities and emerging trends in the Arab and Muslim worlds • New perspectives into the culture of the Middle East that will aid in adapting current initiatives and long-term strategic planning to correspond with the region’s political realities and emerging trends <p><i>Competencies</i></p> <p>Strategic thinking, external awareness, political savvy, continual learning</p>			

Title of Course:	INSIDE THE WHITE HOUSE	Length of Course (# of Hrs/Days):	3 days
Total Price of Course:	Based on number of attendees.	Minimum Number of Participants:	20
Price Per Participant (GSA) [Includes IFF]	\$ 2,575		
		Maximum Number of Participants:	50

Description of Class

Program Outline

In select briefings and discussions, agency leaders, congressional staff, journalists, diplomats, and lobbyists supply context and tips to explain how Washington works. This insider's guide to policy-making offers a pragmatic assessment of the administration's plans and thinking, political influences, and regulatory pressures that will equip corporate and federal executives with insights on how to achieve success in advancing their agenda in Washington.

This program, together with *Inside Congress: Understanding the Legislative Process*, provides an extensive guide to the mechanics of government and opportunities for personal interaction with the people who write, pass, and implement legislation.

Program Benefits

- Information on current executive branch priorities and policies gleaned from direct access to key federal decision makers
- Greater understanding of governmental processes and timetables to facilitate strategic thinking and implementation
- Fresh insights on emerging policy issues and political trends, putting you ahead of the curve for the 2008 elections

Competencies

Strategic thinking, external awareness, political savvy, continual learning

Title of Course:	INSIDE CONGRESS: UNDERSTANDING THE LEGISLATIVE PROCESS	Length of Course (# of Hrs/Days):	5 days
Total Price of Course:	Based on number of attendees.	Minimum Number of Participants:	30
Price Per Participant (GSA) [Includes IFF]	\$ 2,025		
		Maximum Number of Participants:	65

Description of Class

Program Outline

A broad overview of the legislative process with first hand information from members of Congress, congressional staffers, journalists, and lobbyists on how to be most effective on Capitol Hill. The focus is on the practical — to help you understand Congress and deal with members and staff more effectively. Speakers highlight current national policy issues and explain the role of congressional staff, the congressional committee process, floor procedure, advocacy and lobbying, and the relationship between Congress and the media.

Program Benefits

- A real-world viewpoint on the priorities, pressures, and processes that drive the work of Congress
- Heightened awareness of current policy issues and their likely implications for agencies and businesses
- New insights into the policy process, the changes in Congress, and effective ways to influence the legislative branch

This program, taken together with *Inside Washington* provides a valuable and far-reaching guide to the mechanics of government — and opportunities to personally engage the people who actually research, write, and implement legislation.

Competencies

Strategic thinking, external awareness, political savvy, continual learning

Title of Course:	LEGIS CONGRESSIONAL FELLOWSHIP	Length of Course (# of Hrs/Days):	7 months 12 months
Total Price of Course:	Based on number of attendees.	Minimum Number of Participants:	20
Price Per Participant (GSA) [Includes IFF]	\$ 4,525 (7 months) \$6,135 (12 months)		
		Maximum Number of Participants:	40

Description of Class

The LEGIS Congressional Fellowship program is an exceptional learning and development opportunity available to a select group of individuals who have the demonstrated capacity to be effective and superior leaders. Nominees accepted for a fellowship will gain direct and personal experience in the processes and politics of Congress during seven- or twelve-month assignments on Capitol Hill, working in the office of a member of Congress or serving on the staff of a congressional committee. Duties are substantive and wide ranging; they may include, but are not limited to, drafting legislation, briefing members of Congress, serving as a constituent liaison, planning and participating in committee hearings, and more.

As a participant in this program, you will develop superior strategic planning skills, new leadership capabilities, and rare political acumen. You will gain in-depth knowledge of the policymaking process and will build a strategic and competitive advantage for your agency or company when you take home your newly developed understanding of the legislative world. Successful completion of this program could advance your career significantly.

LEGIS Congressional Fellows, and their employers, benefit from

- Insider experience of the intricacies of the legislative process

The full-time assignment provides fellows with a comprehensive understanding of Capitol Hill, congressional functions, the legislative process, and how Congress really works.

- One-on-one working relationships with key decision makers as well as having access to Brookings' unique resources, including our renowned scholars, seminars, briefings, and publications

As part of the legislative inner circle, fellows work alongside some of the best-known leaders in America, as well as with Capitol Hill staffers, notable lobbyists, policy experts, and senior federal executives.

Fellows in 2007 joined the staffs of Senators Clinton, Obama, Conyers, Reid, Crapo, and Akaka (among others) as well as of several key committees.

- A broader perspective of the public policy development process, leading to superior strategic planning

Fellows leave Capitol Hill with a new framework for assessing possibilities, a deeper understanding of political pressures, and an enhanced ability to maneuver around challenges and capitalize on opportunities — essential competencies for organizations seeking to shape the future.

LEGIS 2001 Fellow Tom Lockwood, formerly an official in the Department of the Navy, has gone on to become the director of the Office of National Capitol Region Coordination for the Department of Homeland Security.

Qualifications and Nomination Procedures

Interested nominees should contact the Brookings Center for Executive Education toll free at (800) 925-5730 or send an inquiry to Fellowships@brookings.edu to receive our brochure. Additional details may also be found on our website

www.Brookings.edu/ExecEd/Fellowships.htm.

The program includes an intensive two-week orientation to prepare you for your Capitol Hill assignment. As an added benefit, every LEGIS Congressional Fellow is eligible to attend for free an additional six days of executive education programs held at the Brookings Institution.

Title of Course:	MANAGING THE FEDERAL EMPLOYEE DISCIPLINE AND PERFORMING PROCESS	Length of Course (# of Hrs/Days):	2 days
Total Price of Course:	Based on number of attendees.	Minimum Number of Participants:	20
Price Per Participant (GSA) [Includes IFF]	\$ 1,300		
		Maximum Number of Participants:	50
Description of Class			
<p><i>Program Outline</i></p> <p>A workshop designed to teach federal managers the tools and strategies needed to handle employee discipline and performance issues while addressing the management training requirements of the 2004 Federal Workforce Flexibility Act. Utilizing case studies and candid interactive dialogue, the course focuses on federal personnel employment law, with the objective of providing participants with a broad oversight of such laws and policy updates on employee and employer rights. The workshop is taught by a veteran federal employment law expert, who has been in practice for more than 25 years.</p> <p><i>Program Benefits</i></p> <ul style="list-style-type: none"> • Greater insights into the federal personnel process and the rights and responsibilities of managers • Increased confidence in dealing with EEO complaints, difficult employees, inappropriate conduct, insubordination, or poor performance • Enhanced understanding of disability issues and how to respond to requests for reasonable accommodation <p><i>Competencies</i></p> <p>Human capital management, leveraging diversity</p>			

LABOR CATEGORY DESCRIPTIONS

Program Director

Functional Responsibility

Responsible for curriculum design and delivery of public policy executive education programs for both public and private sector leaders.

Highly experienced in field of executive education; knows how to integrate a range of complex issues and specialized public policy subject matter into cohesive training programs.

Possesses significant content expertise in areas of public sector executive leadership, governmental processes, and/or critical global issues. Possesses an extensive network of contacts among Brookings scholars and experts, within the Executive and Legislative branches of government, and among universities and other research organizations.

Responsible for open enrollment educational programs as well as highly specialized custom training programs for industry and government clients based on assessment of client needs.

Meets with custom clients to ensure agenda and program subject matter addresses specific client objectives.

Delivers content during open enrollment programs and to custom clients' employees, managers and senior leadership team.

Continually evaluates success of executive education programs through feedback evaluations; conducts follow up research, determines program modifications, develops new training courses, and identifies new training methods and materials as appropriate.

Position Qualifications

PhD degree or Masters Degree with a minimum of 12 years of relevant experience.

Senior Program Manager

Functional Responsibility

Assists in the design and delivery of executive education programs for private and public sector organizations in the areas of public sector executive leadership, governmental processes, and/or critical global issues. Possesses significant background in public policy and/or executive education and training.

Responsible for coordinating and facilitating executive education programs, both open enrollment courses and specialized, custom programs.

Manages advanced logistical planning and preparation of seminars, classroom courses, and workshops. Identifies and engages speakers, researches program topics, prepares agendas, stays abreast of issue areas related to program content.

Responsible for effective and efficient management of programs, directing program logistics and working on-site throughout program delivery to resolve any issues. Introduces speakers, facilitates discussion, accompanies participants to any off site visits, and serves as back up to Program Director in chairing programs.

Evaluates program effectiveness, recommends revisions and modifications to improve future programs.

Position Qualifications

Masters Degree with a minimum of 10 years of relevant experience, or

BA Degree with a minimum of 12 years of relevant experience.

Program Manager

Functional Responsibility

Assists in the design and delivery of executive education programs for private and public sector organizations in the areas of public sector executive leadership, governmental processes, and/or critical global issues. Possesses significant background in public policy and/or executive education and training.

Responsible for coordinating and facilitating executive education programs, both open enrollment courses and specialized, custom programs.

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Responsible for effective and efficient management of programs, directing program logistics and working on-site throughout program delivery to resolve any issues. Introduces speakers, facilitates discussion, accompanies participants to any off site visits, and serves as back up to Program Director in chairing programs.

Evaluates program effectiveness, recommends revisions and modifications to improve future programs.

Position Qualifications

Masters Degree with a minimum of 6 years of relevant experience, or

Bachelors Degree with a minimum of 8 years of relevant experience.

Program Associate

Functional Responsibility

Participates with Program Managers and Directors to help develop, administer and conduct a wide variety of education programs for public and private sector executives.

Has strong background in public policy issues and experience in planning, coordinating, and executing conferences and educational programs. Helps to research program topics, identify speakers, prepare agendas and mailings; interacts with speakers and participants.

Conducts research to improve course curriculum via new issue areas or new speakers. Keeps abreast of key public policy topic areas, identifying what audiences want and need in the area of training programs.

Provides back up to Program Managers or Directors by introducing speakers, leading discussions, recapping lessons learned from individual sessions, leading groups to off site visits, facilitating group interaction by actively engaging participants during meals and breaks.

Serves as point of contact and coordinator for major custom clients, to clarify needs and ensure proper contract arrangements are in order.

Ensures flawless logistical preparations including arranging meeting facilities, A/V requirements, meals, hotel accommodations, production of program materials, ground transportation, tours and off site visits. Works on-site to handle logistics and resolve issues that might arise. Tracks budgets, ensures program expenditures are in compliance with financial targets.

Position Qualifications

Masters Degree with a minimum of 4 years of relevant experience, or

Bachelors Degree with a minimum of 6 years of relevant experience.

Program Administrator

Functional Responsibility

Participates with Program Managers and Directors to help develop, administer and conduct a wide variety of education programs for public and private sector executives.

Has strong background in public policy issues and experience in planning, coordinating, and executing conferences and educational programs. Helps to research program topics, identify speakers, prepare agendas and mailings; interacts with speakers and participants.

Conducts research to improve course curriculum via new issue areas or new speakers. Keeps abreast of key public policy topic areas, identifying what audiences want and need in the area of training programs.

Provides back up to Program Managers or Directors by introducing speakers, leading discussions, recapping lessons learned from individual sessions, leading groups to off site visits, facilitating group interaction by actively engaging participants during meals and breaks.

Serves as point of contact and coordinator for major custom clients, to clarify needs and ensure proper contract arrangements are in order.

Ensures flawless logistical preparations including arranging meeting facilities, A/V requirements, meals, hotel accommodations, production of program materials, ground transportation, tours and off site visits. Works on-site to handle logistics and resolve issues that might arise. Tracks budgets, ensures program expenditures are in compliance with financial targets.

Position Qualifications

Masters Degree or Bachelors degree with a minimum of 4 years of relevant experience.

Administrative Support

Functional Responsibility

Provides administrative support to training personnel, working closely with the Program Director and other program staff. This includes, but is not limited to program administration, coordinating and producing all program related materials (books, name tags, certificates, etc.), maintaining training calendars and schedules, scheduling meetings and reservations. Writes, summarizes, and distributes post program evaluations. Ensures participant lists are accurate and up to date. Processes invoices in a timely fashion.

Position Qualifications

High School diploma and a minimum of 5 years of relevant experience.

INSTRUCTOR-LED TRAINING ~ GSA PRICING

SIN 874-4	GSA Pricing Includes IFF
Open Enrollment Courses	
Global Challenges, Threats, & Opportunities: U.S. Perspective	\$1,950.00
Regional Challenges, Threats, & Opportunities: The Middle East	\$1,950.00
Inside the White House	\$2,575.00
Inside Congress: Understanding the Legislative Process	\$2,025.00
LEGIS Congressional Fellowship	
Seven Months	\$4,525.00
Twelve Months	\$6,135.00
Managing the Federal Employee Discipline and Performance Process	\$1,300.00
<p>***NOTE: Pricing for internationally based programs is subject to changes in exchange rates which may cause increases in course fees up to 30 days prior to program start date.</p>	

SIN 874-4	GSA Pricing
Group Courses Offered at Client Site	
Managing the Federal Employee Discipline and Performance Process	
Within 150 miles of Washington DC	\$25,000.00
Beyond 150 mile limit	\$27,500.00
NOTE: These courses are priced assuming 20 (minimum allowable) students however up to 40 (maximum allowable) students may participate at no additional cost.	
NOTE: Pricing for internationally based programs is subject to changes in exchange rates which may cause increases in course fees up to 30 days prior to program start date.	

The Brookings Institution offers quantity and volume discounts as follows:

Volume: For each order of greater than \$50,000 we offer a 10% discount.

Quantity: For each agency ordering six or more courses in a single order or having six or more attendees in a single course we offer a 5% discount.

CUSTOM COURSE DEVELOPMENT ~ GSA PRICING

GSA LABOR CATEGORY	GSA PRICES (.75% <i>IFF</i> <i>Inclusive</i>)
SIN 874-4	
Program Director	\$3,440.50
Senior Program Manager	\$3,098.00
Program Manager	\$2,418.00
Program Associate	\$1,722.50
Program Administrator	\$1,375.25
Administrative Support	\$695.00

Note: All travel and per diem will be negotiated outside of this contract.