FEES FOR SERVICES

# Overview

The GSTC is committed to ensuring that sustainable tourism best practices are adopted and implemented by the industry and travelers. To facilitate the transition to sustainable practices, the GSTC is providing services and tools that will build capacity amongst the industry while providing guidance on the implementation of the GSTC Criteria.

As a membership organization GSTC seeks to secure funding for the sustainability of GSTC, as well as to provide members with value add services. The fees are viewed as a minimum to cover development of tools, for provision of services, and possibly as a revenue source.

This document seeks to clarify, for the sake of transparency, the services GSTC will provide and a fee structure for those costs.

# Fees

# Fees for Tools and Training Materials

* The GSTC will develop tools and training material that will be available to the members at no cost or at a reduced cost.
* Members of the GSTC can use those tools and materials to support their activities and to train their staff.
* Members or non-members will need to use the tool as is, any changes to the tool will require previous authorization from GSTC and a fee to review the tool will apply. This fee goes towards the time dedicated by staff to support these efforts.
* The GSTC will make available to members and non-members a basic GSTC criteria training tool at no cost.
* A licensing fee will be charged to non members and members who wish to distribute training courses and tools to others beyond their staff; with the exception of the basic GSTC training course.
* Members who charge for the use of a tool, including the GSTC criteria training tool, will also have to pay a fee per person to the GSTC.
* Fees may be waived or reduced if agreement is reached on other benefits that will be provided to the GSTC, like access to the contact details of participants; promotion of the GSTC membership; or others mutually agreed upon.

# Licensing Fees

* Members who wish to distribute tools to their constituency (association members, travel agents, suppliers) will have to pay an annual licensing fee to the GSTC, except for the use of the basic GSTC criteria training tool.
* Non-Members of the GSTC that wish to use the GSTC tools and training material may do so paying an annual licensing fee.
* The fee will grant the organization access to the tool, updates and any collateral that was created for the tool.
* The fees will be established based on the cost established by the member of each course.

#  Fee per person

* Organizations that use the tool as part of professional training courses or other courses for which they charge a fee, commit to a payment per person to the GSTC.
* The fees will be established based on the cost established by the member of each course.

# Fees for Speaking Engagements

* The GSTC will not proactively seek payment for speaking engagements. However, if there is payment it will be established as a donation to the GSTC. If a payment fee is not previously offered by the organization, the GSTC will recommend a donation of $2000.
* Wherever possible GSTC should seek payment of travel expenses to attend speaking engagements.

#  Fees for Workshops

* If GSTC is asked to organize a workshop or side event to a conference, the GSTC will ask the organizers to cover the travel expenses as well as the honoraries of the workshop organizers, unless GSTC considers the event a promotional activity for GSTC.

# Fees for Consulting Services

* GSTC may engage in consultancy services[[1]](#footnote-1) directly or through its members to promote and implement the GSTC.
* The fees will be established after review of the project, but should not be less than $100 an hour and add an overhead of 15% if GSTC is involved in the coordination
* If a third party implements a project on behalf of GSTC for a contract granted to GSTC, 25% of the fee will remain with the GSTC.
* If GSTC staff is engaged in a project through a contract granted to the GSTC but the contractor is the implementing agency, GSTC will charge an overhead of 15%.
* If a third party consulting firm implements a project on behalf of the GSTC, but is contracted directly by the contractor it will pay GSTC a royalty of 5%.  This will enable them to co-brand with GSTC and have access to its resources.

If an independent consultant supports the GSTC in the implementation of activities associated to a contract granted to the GSTC, the GSTC will issue a separate contract with the consultant

Management of the Funds

Funds received will be managed by the United Nations Foundation’s Finance Department. The UN Foundation’s Finance Department has a robust set of internal controls, sophisticated accounting systems, and a highly trained and experienced team of finance, accounting and budget professionals.  The UN Foundation has received unqualified or “clean” audit opinions from its external auditors for the past 11 years.  All past audit reports, as well as other financial data, can be viewed on the Foundation’s website (UNFoundation.org).

The UN Foundation will receive the funds and assign to the GSTC account.  The UN Foundation will report periodically on the management of the funds to the GSTC.

1. Refer to GSTC Engagement in Consultancy Services: Contracting Guidelines and Procedures [↑](#footnote-ref-1)