

## The Urban Ministry Institute Sample Start-up and Annual Costs

Description	Start-up	Annual
License fee (before grant assistance)	\$1500 <sup>1</sup>	\$250
Computer purchase	already owned <sup>2</sup>	
Classroom equipment (e.g. tables, chairs, DVD player)	already owned	
Capstone Curriculum modules (before grant assistance)	\$11,984 <sup>3</sup>	
Student Workbooks (10 students taking four courses/year)		\$1,070 <sup>4</sup>
Required Textbooks <sup>5</sup> (before grant assistance)	\$594	\$1,400
Biennial TUMI Satellite Summit (every other year)		\$475 <sup>6</sup>
Overhead (copies, utilities, snacks, office supplies, rent) <sup>7</sup>	\$0	\$100
Less grant assistance <sup>8</sup>	-\$13,428	-\$413 <sup>9</sup>
<b>Total</b>	<b>\$650</b>	<b>\$2,882</b>
<b>Cost per student for each class<sup>10</sup></b>		<b>\$72.05</b>

<sup>1</sup>The \$1500 initial site license fee has been reduced to \$50 with the purchase of a *Multiplying Laborers for the Urban Harvest* guidebook, which must be read before applying to become a TUMI satellite partner.

<sup>2</sup>If you already have a computer supporting Microsoft Excel, email and website access, you do not have to purchase a new computer.

<sup>3</sup>There are 16 courses and each module costs \$700, which includes a 2-DVD set, a Mentors Guide, and one Student Workbook. In languages other than English and Spanish, we cannot guarantee that all 16 modules will be available in any given language. This number includes 7% for shipping to a U.S. location only (we are unable to ship outside of the U.S.).

<sup>4</sup>Each Student Workbook costs \$25 each, plus 7% estimated shipping. International sites have access to download workbooks from our website at \$3 each, so they may be printed locally (to avoid the costs of shipping and duties), but you will have to pay for printing and binding in addition to the \$3 cost.

<sup>5</sup>Required textbooks vary for each course and the cost depends on how you supply the books. You may want each student to own their own books (as shown in this example) at an average cost of \$35 per course for 10 students, taking four classes per year, shipped within the U.S. only ( $35 \times 10 \times 4 = 1400$ ). Or you can purchase sets for sharing among your students and re-use them for future classes. Several books are available as e-books or audio books, or can be downloaded and printed at international locations, so the costs could be less than this example.

<sup>6</sup>The cost of food, lodging, and registration is estimated to be \$500, and the estimate for travel is \$450, for a total estimated cost of \$950. Since the Summit is held every other year, the cost is listed at \$475 per year.

<sup>7</sup>Overhead costs will vary based on your available resources.

<sup>8</sup>One time grant expenses include Capstone Curriculum and Required Textbooks, shipped only to a U.S. location, after receiving a \$600 copayment.

<sup>9</sup>TUMI plans to raise money to reduce the registration from \$500 to \$100 (\$400 grant) and \$425 toward travel. This totals \$825 per Summit (\$413 per year). International sites will need to raise additional funds for travel.

<sup>10</sup>We typically say student cost is \$60 per course but that doesn't include other site cost (annual fee, Summit, and overhead). You can pass the site cost on to the student or raise scholarship funds to supplement what students are able to pay.

## Frequently Asked Questions - The Urban Ministry Institute

1. **How long is each class?**

Each of the 16 courses requires 12-16 hours of classroom time, so there is flexibility in how to schedule classes. However, the most common format is a weekly two-hour class that meets for eight weeks. Some have chosen a four-week, three-hour session, and others have opted for a weekend intensive on Friday night and all day Saturday.

2. **What else is required beyond classroom time?**

Each course requires the following:

- a. Study for three short quizzes
- b. Approximately 60 pages of textbook reading per week
- c. A five-page exegetical project
- d. A ministry project, where the student applies what is learned in a real-life ministry application
- e. Memorization of three short Bible passages
- f. Study for a take-home final exam

3. **How many hours per course should be set aside for study outside of class?**

For each course, students should plan to spend 60 hours in study outside of class including: reading (or listening to texts), memorizing, and completion of their projects. Over an eight-week class, that would be 6-8 hours per week.

4. **How many years will it take to complete the training and earn a certificate?**

This depends on how many classes you offer every year. Most satellites offer four classes per year, on the quarter system. This would mean it would take a student four years to complete earn a certificate. However, if you offer eight courses per year, a student can finish in two years.

5. **What if we want to offer our own classes, in addition to what Capstone provides?**

You can submit your own Certificate design, using a combination of your own classes along with TUMI courses, as long as it meets certain provisions.

6. **About how many hours per week does it take to be a Site Coordinator?**

For a site with 10-15 students, it takes 10-15 hours per week to start up a site, and 5-10 hours weekly to maintain a site, provided you are not mentoring a class. If you have more students, or you are also mentoring a class, it will require more of your time.

7. **Is TUMI accredited?**

If we were to seek accreditation, we would be forced to raise the admission requirements so high that we would eliminate most of our students. Therefore, even though the material has been recognized as worthy of accreditation, we have chosen not to seek it. However, for students who want college credit, we have several accredited partners (posted at [www.tumi.org](http://www.tumi.org)) who will recognize the Capstone curriculum for transfer credit, provided the student passes the institution's admission standards.