



Section:	3. Publications
Subpart:	3.1. Website
Policy No.:	3.1.6.
Title:	Hosting Regional Websites
Effective:	May 2009
Revised:	N/A

Hosting Regional Websites

Purpose: Clarify the role of NCWM in hosting regional websites and associated costs to the regions.

Background: NCWM made the decision in 2006 to host regional websites through ncwm.net for those regions that requested the service. Since that time, the regions participating have been charged an hourly rate for routine maintenance of their pages. Unfortunately, it is common for the pages to be out of date. According to regional representatives, this is for two reasons; 1) the regions have not been proficient in getting update information to NCWM staff, and 2) frequent updates would be costly to the regions.

This policy provides a fee for the service that will be affordable for the regions and promote more frequent updates of the website content on regional pages.

Policy:

1. NCWM will invoice the Treasurers of participating regional associations annually during the month of January in the amount of \$200.00 for hosting and maintenance of regional association websites.
2. Hosting fees will pertain to any routine website maintenance and updates that are performed in-house.
3. A bid will be provided to the regional association for any requested services that would involve fees outside the scope of normal maintenance. Additional costs for these services will be assessed to the regional association.
4. NCWM will contact the regional representative for each participating regional association on a quarterly basis requesting any updates to their respective web pages.