

## CY 2023 Experiment Station Section Budget Explanation

### Budget Notes:

Approval of the attached budget will require two votes. The first vote will be a referendum on the assessment. The [Rules of Operation of the Experiment Station Section](#) require that decisions made on assessments be completed by a referendum. A two-thirds (2/3) majority of those voting is required for adoption of an assessment referendum. Should the assessment referendum pass, a simple majority is required for budget approval.

If the assessment referendum fails, the budget would also fail. If this occurs, an electronic meeting of the ESS would be convened, and an alternative assessment and budget would be discussed. If an alternative assessment was suggested, a second referendum would be held along with a vote on the budget. If a second referendum is not held, an electronic vote on a revised budget would be shared with the ESS and the budget would pass by a simple majority. As a reminder, the Rules of Operation also allow the Chair of ESS/ESCOP to authorize the expenditure of assessed funds up to \$5,000 with a simple majority of the ESCOP EC.

**CY 2022 Approved:** We've included the approved ESS Annual Budget for CY 2022 as a grounding and comparison exercise.

### Assets

With an assessment to the ESS of \$100,000 (identical to the assessment of CY 2022) and a cash carryover of \$143,717, the budget would have \$243,717 in assets.

- *CY 2022 Cash carryover:* While the fiscal has not yet been closed out, we're estimating a cash carryover of approximately \$143,717.
- *Income:* The budget seeks a \$100,000 assessment of the ESS to be invoiced through the APLU. Assessment payments would be due by June 30, 2023.

### Liabilities/Expenses

The budget for CY 2023 seeks \$136,000 in expenses. Below is a line-by-line explanation of each anticipated expense.

- *CMC (APLU position and support):* The Experiment Station Section has completed its 2-year commitment of support for the CMC and is not seeking further support.
- *Promotion (Meeting travel, forum support):* This coming calendar year, the ESS/ESCOP chair expects to travel to Washington, DC on a regular basis to support the best interests of the Section to the APLU, Federal agency partners, NGO partners, decision makers, and influencers. Also included in this budget line is support for ongoing promotional efforts of the ESS with Congressional partners. Note these are educational efforts, not lobbying.

- *Communications and Advocacy*: This was a new line in the CY 22 budget (funded at \$25,000 in CY 2022). We're seeking a second year of funding, \$15,000, to complete the branding work for the Section that has been initiated through a collaborative effort with PIVOT Creative and Consulting, to create content and implement a public-facing website that tells the story of the ESS/ESCOP, and to create collateral materials as needed by the Section.
- *Diversity Catalyst*: This line covers the cost of two, \$1,000 National Experiment Station Diversity, Equity, and Inclusion awards and travel support (\$4,000) for those award winners to attend the annual ESS meeting.
- *Training*: The proposed budget includes \$15,000 for training, primarily to support professional development opportunities for all station/research directors. Bringing speakers in from the outside is expensive. Typically, the minimal cost to bring in an outside, professional speaker is \$5,000 plus travel expenses. Likewise, providing travel and a modest honorarium to internal speakers is a minimum of \$2,500 each.
- *Meeting Support (Joint COPS, ESS)*: \$10,000 is requested to provide direct support to annual meetings, primarily Joint COPS and the annual ESS meeting as a means to offset currently escalating registration fees.
- *Website*: This line requests support for maintenance to the current [ESCOP website](#) by Clemson University, the host institution. This website is the Section's inward-facing archive.
- *National Impact Database (TAMU hosted)*: This is ongoing support for the National Impact Database. ESS splits (\$12,500) the total cost (\$25,000) with the Cooperative Extension Section. We expect this cost to discontinue next year (CY 2024) as the National Impact Database becomes part of the BAA's Communications and Marketing Committee.
- *National Impact Database (travel)*: This line (\$5,000) provides support for the travel of communicators, typically in February, to create infographics, global impact statements, and videos based on materials submitted to the National Impact Database. Like the line above, the ESS splits the total cost (\$10,000) with CES. We expect this cost to discontinue next year (CY 2024) as the National Impact Database becomes part of the BAA's Communications and Marketing Committee.
- *NCFAR Membership*: The ESS has been a long-time member of the National Coalition for Food and Agricultural Research (NCFAR). NCFAR is a nonprofit, nonpartisan, consensus-based, and customer-led coalition that brings together food, agriculture, nutrition, conservation, and natural resource stakeholders to serve as a forum and unified voice supporting increased federal investment in USDA Research, Education, and Economics (USDA REE).

- *Printing (APLU, other)*: This line covers the cost of creating and printing the booklets for the ESS Leadership Awards ceremony at the APLU meeting, printing of award plaques presented during the ESS meeting, and printing of all collateral materials during CY 2023.
- *NRSP Stakeholder (travel)*: The ESS pays for the travel of the stakeholder member of the NRSP Review Committee to attend the annual face-to-face meeting of the committee typically held in the late spring.
- *ESS Committee Meetings*: This budget item assists with defraying meeting costs (e.g., meeting rooms, A/V, food and beverage, etc.) and some travel for ESCOP committee members to meet, face-to-face, typically associated with the annual ESS meeting.
- *AG-NGINE*: This is a new expense (\$50,000) to the Section and would support the creation, development, and implementation of AG-NGINE, **A**griculture **N**ational **G**raduate **I**nstitutional **N**ame **E**xchange. AG-NGINE is a database of prospective graduate students fashioned after a similar database for engineering students. The overall goal of the database is to enhance graduate student placement and recruitment for all participating institutions. A copy of the [AG-NGINE presentation](#) made during the ESS meeting is available on the ESCOP website. During the ESS Business Meeting in Baltimore, the Section voted in favor of exploring the AG-NGINE concept and voted in favor of the University of Florida hosting the database. The University of Florida currently hosts the database for engineering students.

### **Balance**

A carry forward of \$107,717 is estimated for CY 2024. We recommend that the ESS consider developing and implementing a policy related to carry forward/carryover funds. Reserve funds can be a key piece for organizations seeking financial resilience.

Proposed CY23 ESS Annual Budget	CY23 Proposed	CY22 Approved
<b>INCOME</b>		
Previous CY Carryover (estimate)	\$143,717	\$206,626
ESS Assessment	\$100,000	\$100,000
<b>TOTAL INCOME</b>	<b>\$243,717</b>	<b>\$306,626</b>
<b>EXPENSES</b>		
CMC (APLU Position and support)	\$0	\$100,000
Promotion (meeting travel, forum support)	\$10,000	\$10,000
Communications and Advocacy <i>[New in CY22]</i>	\$15,000	\$25,000
Diversity Catalyst ( <u>two</u> awards, travel)	\$6,000	\$8,000
Training	\$15,000	\$18,000
Meeting Support (Joint COPs, ESS)	\$10,000	\$10,000
Website	\$1,000	\$1,000
National Impact Database (TAMU hosted)	\$12,500	\$12,500
National Impact Database Writing (travel)	\$5,000	\$5,000
NCFAR Membership	\$1,000	\$1,000
Printing (APLU, other)	\$4,000	\$10,000
NRSP Stakeholder (travel)	\$1,500	\$1,500
ESS Committee Meetings	\$5,000	\$4,999
AG-NGINE <i>[New in CY23]</i>	\$50,000	\$0
<b>TOTAL EXPENSES</b>	<b>\$136,000</b>	<b>\$206,999</b>
<b>PROJECTED BALANCE AT END OF CY</b>	<b>\$107,717</b>	<b>\$99,627</b>