

COOPERATIVE EXTENSION

2014 Cooperative Extension Budget Proposal

Prepared 9.12.13

Approved by ECOP 9.17.13

Summary of 2014 budget proposal and projected balances for assessed accounts

Overview of accounts held at APLU

The Cooperative Extension Section, through ECOP and the Office of the Executive Director, manages two assessment accounts through the Association of Public and Land-grant Universities. These accounts include: 1) Office of the Executive Director (assessed), which covers salary, benefits, office operations and travel for the Executive Director and Staff Associate; 2) Strategic Priorities and Operations (assessed), which acts as an operating fund for ECOP subcommittees, task forces and implementation teams and meetings. In addition to these accounts, the eXtension and SNAP-Ed assessments are collected and distributed through APLU.

Office of the Executive Director – at the current rate of expenditure, it is estimated that the balance in this account as of December 31, 2013 will be \$131,981 based on 100% payment of assessments. Given the 2014 budget for the Office of the Executive Director, it is estimated that the balance as of December 31, 2014 will be \$188,196, based on 100% payment of assessments at the 2014 assessment amount of \$400,000.

Office of the Executive Director (5710)

Salary and benefits:	*\$283,435
Travel expenses:	\$15,000
Meetings and seminars (for meals, etc. for DC mtg.):	\$500
Staff development (mtg registration; some travel if associated):	\$1,500
Office supplies:	\$500
Communications (MiFi):	\$600
Design & Printing (communication piece):	\$1,150
Computer operations (Survey Monkey):	\$500
Miscellaneous:	\$100
Indirect cost allocation:	\$37,500
Intern/Sabbatical support:	\$3,000
Total:	*\$343,785

(*Based on 2013 salary and benefits)

Strategic Priorities and Operations – at the current rate of expenditure, it is estimated that the balance in this account as of December 31, 2013 will be \$337,297. Given the 2013 budget for the Strategic Priorities and Operations account, it is estimated that the balance

as of December 31, 2014 will be \$165,597, based on 100% payment of assessments at the 2014 assessment rate of \$200,000.

Strategic Priorities and Operations (5730)

ECOP Executive Subcommittee

Chair travel and subcommittee functions:	\$5,000
Webinars:	\$1,000
Recognition of ECOP service (plaques):	\$700
Liaison travel:	\$2,000
Memberships & related fees:	\$1,800
Miscellaneous meeting support:	\$2,500
Subtotal:	\$13,000

AES-CES Communications and Marketing Effort:

kglobal:	\$167,000
Cornerstone Government Affairs:	\$33,000
Subtotal:	\$200,000

2014 Extension Centennial Task Force

Promotional material and support of DC events:	\$75,000
Subtotal:	\$75,000

National Task Force on Health

Chair travel and subcommittee functions:	\$5,000
Subtotal:	\$5,000

Measuring Excellence in Extension Implementation Team

Operation/maintenance of website and database (TAMU):	\$21,000
Impact statement collection and reporting (TAMU):	\$12,500
Face-to-face team meeting:	\$8,000
Chair travel and subcommittee functions:	\$2,000
Subtotal:	\$43,500

Personnel Subcommittee

Chair travel and subcommittee functions:	\$2,000
Excellence in Extension awards:	\$10,000
National Excellence in Extension award seminar:	\$1,200
Registration for winners at APLU Annual Mtg:	\$1,400
Registration for guests of winners at APLU Annual Mtg:	\$1,400
Subtotal:	\$16,000

Program Subcommittee

Chair travel and subcommittee functions:	\$3,000
Strategic Opportunities graphic design and reporting:	\$8,000
National Diversity award:	\$5,000
National Diversity award winner travel	\$1,200

Subtotal:	\$17,200
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Budget and Legislative Committee

Chair travel and subcommittee functions:	\$2,000
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Subtotal:	\$2,000
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Total:	\$371,700
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COOPERATIVE EXTENSION

eXtension Assessment Account as of date 3/21/2014

2014 Status

Assessments invoiced	\$2,355,739
Total requested write-offs	
1 university	<u>\$16,746</u>
	\$2,338,993
Total collected	\$1,232,067 (52%)
Payments	\$1,000,000
Current balance	\$1,806,739

2013 Summary

Assessments invoiced	\$2,540,795
Total collected	\$2,484,906 (91%)
Total write-offs	
7 universities	\$177,714 (8%)
Payments (2 @ \$1.2 million)	\$2,400,000
Year-end balance	\$1,574,672 (adjusted for investment credit and bank fee debit)

2012 Summary

Assessments invoiced	\$2,525,307
Total collected	\$2,453,002
Payments (2 @ \$1.2 million)	\$2,400,000
Year-end balance	\$1,665,015

Background

In 2011, the Cooperative Extension Section of the APLU Board on Agriculture Assembly approved the renewal of the eXtension assessment for a period of 4 years, from 2012-2015. The total eXtension assessment amount is based on an agreement to pay 0.8% of the Smith-Lever 3(b) & 3(c) funding for 1862 institutions and 0.8% of the Section 1444 funds for the 1890 institutions to fund the national eXtension initiative. The calculation is completed using the Smith-Lever and Section 1444 funding levels as reported by USDA-NIFA.