

Budget Justification

2017 Budget and Spending Plan

Income Projections

Projections for BHL Dues and Donations income in calendar year 2017 are based on the following assumptions:

- Members Dues: \$180,000
 - 18 Members paying full dues (i.e., renewing or joining in January)
- Affiliates: \$20,000
 - 20 Affiliates, including renewals and new
- Affiliates Workshop Fees: \$8,000
 - For existing and new US Affiliates, EABL will continue to provide training via BHL Bootcamps
 - For Affiliates outside the US, the Secretariat will provide training via BHL Bootcamps. The Secretariat currently has the capacity to deliver 4 BHL Bootcamps per year. We will explore options for scheduling multiple Affiliates concurrently to maximize time and reach.
- Donations: \$5,000
 - It is worth noting that Donations will only be applied to scanning costs.
- Outreach Income: \$500
 - The BHL store on CaféPress has generated a small amount of income in calendar year 2016. A cost-benefit analysis will be conducted in 2017 to assess the return on effort required to maintain the store.
- Carryover: \$35,240.05
 - Increase in Affiliates, workshops, donations,

Spending Plan

BHL Technical Development: \$139,001.60

As in the previous year, the EABL project will cover \$13,000 of the BHL Technical Developer salary in 2017, with the remaining \$139,001.60 covered by BHL Dues.

Hardware Software: \$16,000.00

Annual license renewals for Gemini issue-tracking software, Public and Private wiki subscriptions, and social media management and analytical tools (RetweetRank, Flickr Pro) are projected at \$2,500.

CrossRef DOI assignments are expected to continue at approximately the same rate in the new calendar year with a projected cost of \$5,000.

Digital storage costs include adding servers for indexing the BHL corpus in order to implement full text search. Costs are \$8,500.

Scanning Costs **\$35,000.00**

Dues from Federal Sources (SIL, LC and USGS) and BHL Donations are by default budgeted for scanning costs. In 2017, we anticipate receiving \$35,000 in donations and federal dues.

Scanning-related costs such as shipping and book carts are projected at \$1,000.

Travel and Training **\$15,000.00**

The Secretariat & EC travel budget is budgeted at \$15,000 in CY2017. This provides travel support for EC participation in an annual in-person EC meeting, support for Secretariat and EC travel to attend the Members' Meeting, and travel to the EOL annual meeting, among other conference and meeting opportunities with existing and potential partners.

Meeting Costs **\$10,000.00**

In 2017, we have budgeted \$8,000 for meeting costs with \$6,000 of that obligated for support of the BHL Annual Meeting in Singapore. As in past years, the host institution will support additional costs associated with the meeting. The remaining \$2,000 may be used for a BHL Staff Meeting or Tech Team Meeting in 2017.

We have also budgeted \$2,000 to provide partial travel support to BHL Members presenting on BHL at conferences or other events. It is important to note that this is currently listed as a benefit of Membership in the draft Prospectus.

Outreach **\$5,000.00**

Outreach is projected to cover 3,000 brochures and business cards to be printed for Members and Affiliates as outlined in the Benefits schedule. Additionally, this includes projected costs for printing 100 copies of the BHL Prospectus (assuming double-sided, folded 11"x17" with 8.5"x11" insert).

Memberships **\$400.00**

Renewal of BHL's institutional membership in TDWG is budgeted at the 2016 rate.

Contingency Fund **\$0.00**

Indirect Costs **\$2,100.00**

FedLink applies an indirect rate of approximately 6% to the scanning contract.

2017 Summary

Total Starting Budget: \$248,740.05

Total Spending Plan: \$223,501.60

Total Balance/Carryover: \$25,238.45