



2018 SCRA Budget Narrative

This document is intended to be a brief explanation of the SCRA 2018 budget posted on the SCRA website. If you have any questions about any budget items, please email the SCRA Treasurer, Jim Cook at: jcook@uncc.edu.

The Budgeting Process

SCRA yearly budgets are determined at the Executive Committee's Midwinter Meeting. Prior to each Midwinter Meeting, all EC members, councils, committees, and interest groups are asked to prepare a report for the SCRA Briefing Book, which forms the basis for the discussion at the Midwinter Meeting. Those reports contain a description of the activities of the group/individual over the past year, plans for the coming year, and any budget requests. Each December the members of the Executive Committee review the budget requests submitted by SCRA groups and members for the Mid-Winter Meeting Briefing Book. Each EC member rates each request, and provides a suggested level of funding. The Executive Director develops a draft budget, that includes the amount requested, last year's funding, the average EC ratings and the average EC suggested funding levels for each request. The Presidential stream, Treasurer and Executive Director the reviews the draft budget and compares the total amount of spending requested to the expected amount of funding available for the full operating budget of the coming year. If the total budget requests exceed the expected operating budget the Presidential stream and Treasurer propose decreases based on needs, ratings, suggested funding levels, and submission timing, that result in a recommended balanced budget. The recommended budget is then presented to the Executive Committee for review and approval at the Mid-Winter Meeting.

Each request is considered individually. The intent of the Executive Committee is to create a balanced budget – with expected revenues and expected expenditures being about equal. However, included in the revenue is an amount from our investment holdings (“nest egg”). Our spending policy allows us to spend up to 5% of our total assets (calculated as the moving average of amount we held at the end of the preceding 12 quarters. While there are no specific categories of requests that we refuse to fund, the Executive Committee examines more closely any requests for food, travel, and honoraria. SCRA does have specific funds set aside for student and international initiatives and these can include travel.

The total number and amount of the requests funded depends upon the overall anticipated revenue and expenses for the year. In addition, an allotment is made for out-of-budget requests (i.e. those that are not included in the budget requests considered at the Midwinter Meeting) that cannot be anticipated at the time of the Mid-Winter meeting. These requests are considered by the president, president-elect, past-president and treasurer on an ad hoc basis.



The 2017 Biennial produced a profit of \$29,732. This is a very high profit for an SCRA Biennial, and we thank the Ottawa and Wilfred Laurier team for all of their hard work and everyone who attended and helped to make the Biennial such a success.

Overview of the 2018 Budget –

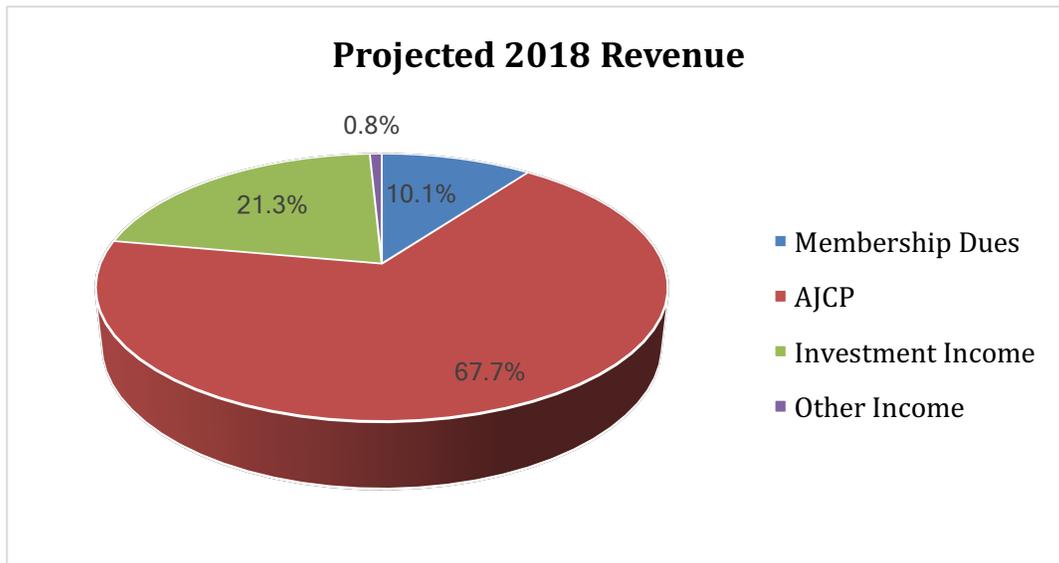
Projected Revenue

While SCRA's largest source of revenue is as in past years, expected to be based on royalties from our journal, the *American Journal of Community Psychology (AJCP)*. However, due to changes in the publishing industry Wiley has reported that they are losing money on the journal, and has asked to re-negotiate the contract. Those negotiations are in the final stages, and while we do not know the exact impact they will have on the 2018 revenue, we do know it will be a substantial decrease from previous years. While in the past revenues have been over \$250,000, we are currently projecting less than \$160,000 for 2018.

Even with the anticipated decrease, the AJCP category is expected to comprise 45.3% of the 2018 projected revenue. In addition to the revenue from royalties, we will continue to receive editorial support from Wiley in the amount of \$79,105 in 2018. This represents 22.4% of our revenue.

As mentioned above, our spending policy allows us to spend 5% of our investment savings each year. This year, that amount is \$75,308, or 21.3% of our total income. Expected new and renewed membership dues represents 10.1% of our total revenues. SCRA receives revenue from a variety of other sources, including special fund donations, grants, and royalties outside of AJCP. In 2018, the "other income" category is expected to contribute to approximately 0.8% of the projected revenue.

See figure directly below for a breakdown of the revenue projected for this year.



Approved Expenses

“Membership services” comprise the largest category (38.7%) of approved expenses. Membership services include our three staff positions (Executive Director, Administrative Assistant, and Outreach Coordinator). Together these staff represent 32.2% of our expenses. While our staff expenses have gone up, this is a direct reflection of the termination of our contract with a membership services company. The net results of these transactions are improved and more efficient services at lower total costs.

The other significant membership services categories are those expenditures related to communications – including our SCRA website, conference calling system, webinar platform, our use of a service to manage our membership dues receipts, and subscriptions to Survey Monkey and Basecamp. Also included in this category are expanded features on *communitypsychology.com*, including a timeline of the history of the field and an interactive map of community psychology projects around the world. The total of all of these communications/media categories represents 5.2% of our expenses.

Almost one-third (31.1%) of our expenses relate to the production our publications, primarily *AJCP* and *The Community Psychologist*. Over half of those expenses (costs related to editing the journal) are directly paid by our contract with Wiley, and are included in the AJCP category in the revenue figure above. The “publications” category also includes costs associated with supporting the SCRA book series.



The "committees, councils and interest groups" (C/C/IG), "regional network initiatives", and "student initiatives" categories include funding for conference programming and travel, awards, grants, and other initiatives. Together, the C/C/IG, regional network initiatives, and student initiatives categories make up 17% of the total 2018 approved expenses. The largest expenses in this category are the grants made by the Practice Council, the Council on Education, the Council on Cultural, Racial and Ethnic Affairs and the Policy Committee, as well as student thesis and dissertation research awards.

In addition to being responsive to budget requests from our C/C/IG, regional groups, and student initiatives, we are also hoping to be able to fund requests from members that advance the SCRA Strategic Plan but are not associated with a specific constituency group. These requests would be funded out of the contingency fund described below.

Expenses for the "executive committee" category are projected to be 8.4%, and include the cost of the Midwinter meeting, costs incurred by the Member(s)-at-Large and APA Council Representative for APA activities, awards given by SCRA, and costs associated with activities of the Presidential Stream. The "financial administrative" category (1.1%) is largely the cost of accepting credit cards for our membership dues and goes up during Biennial years due to the large volume of registration fees.

Finally, we have financial support for the Global Journal of Community Psychology Practice and a contingency fund to cover unanticipated out-of-cycle allocations. These two categories make up 4.1% of the budget.

A major initiative for SCRA is to develop procedures to more carefully evaluate the outcomes and impacts of our spending, particularly as they relate to advancing our Strategic Plan.

The figure below shows a breakdown of the 2018 approved expenses.

2018 Approved Expenses

