

ATTACHMENT A

2014 UAA Budget
Projected Income and Proposed Expenditures
as approved by the UAA Executive Committee (EXCOM)

Latest EXCOM review: 02/20/2014

2014 Income projection:

• 2014 member contributions:	\$19,500 *
• Available carry-over from 2013:	4,800 **
• From savings:	<u>1,000 **</u>
➤ Projected income:	\$25,300

* Income projection: Assumes the UAA will not experience in 2014 the rapid growth in contributions achieved in 2013 (approx. \$18,700).

** As of 12/31/13, the UAA had cash assets of approx. \$14,800, including \$10,000 in an interest-earning account at LFCU. The EXCOM seeks to maintain a reasonable balance in its savings acct. to cover potential costs if, for example, the projected “free space” for the 2014 AGM does not materialize or some membership activities are expanded in response to alumni requests. Hence, the EXCOM, in its on-going review of the 2014 UAA budget will continue to consider the appropriate level of “reserves” for unanticipated expenditures.

A. Original (Dec. 2013) budget requests for 2014 (per Committee co-chairs):

• Finance and Administration	\$ 33,230
• Annual General Meeting	2,700
• Membership	5,600
• Public Outreach	6,400
• Strengthening USAID	1,000 *
• Development Issues	<u>1,000 *</u>
TOTAL REQUESTED:	\$ 49,930

* Co-chairs' estimates.

B. Committee budgets within the projected 2014 availability of \$25,300:

- Finance and Administration (see page 3) \$15,030
- Annual General Meeting (see page 3) \$ 2,700
- Membership (see page 4) \$ 4,950
- Public Outreach (see page 5) \$ 1,400
- Strengthening USAID (see page 6) \$ 300
- Development Issues (see page 6) \$ 500

TOTAL: \$ 24,880

Unallocated: 420

TOTAL: \$ 25,300

SEE DETAILS IN SUBSEQUENT PAGES

**2014 Budget
Finance and Administration**

- Assistant: 60 hours per month X 12 months: \$10,800
 - Web costs:
 - Webmaster \$2,500
 - Constant Contact @ \$40 per month 480
 - **New service:** audio/visual upload system 250

3,230
 - Cost of providing for direct deposit services for contributors (at current level) 1,000 (at
- Total: F & A Committee: \$15,030**

Below-the-line F & A requests:

- AV equipment rental (\$400 per day with operator technician X 15 presentations) : \$6,000
- Office space: ^\$ 667 per month 8,000
- 2nd intern for Membership Com., etc. 5,000

**2014 Budget
Annual General Meeting**

- **2014 AGM:** Assumes the WWC venue (per 2013) \$ 2,700

(See note ** on the first page of this document re. possible higher costs to support the AGM if free space does not become available.)

2014 Budget

Membership Committee

• Winterfest- CANCELLED (80 people, with est. for site rental and appetizers, cash bar)	\$ 600
• Spring reception (100 people @ \$35 based on the 2013 event)	3,500
• Summer picnic (80 people, cost of site rental, cold drinks, paper supplies and minor food contribution)	700
• Mission Directors Round Table Discussions - NEW (3 Round Tables, costs for misc. expenses)	<u>150</u>
Total:	\$4,950

Below-the-line-requests:

- **Note:** Committee requested additional Admin. Assistant services;
included “below-the-line” in the Finance & Admin. Budget request.
- Event Photographer \$450
(one hour for each of above 3 events)
- UAA contribution to state group gatherings-**NEW** \$200
(North Carolina and Florida or California, each \$100)

Public Outreach Committee

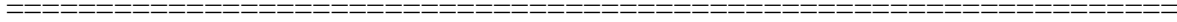
- Create an UAA logo - David Cohen and Nilka Varela believe that this can be done for: \$250
 - **NEW:** 50 hours of research assistant help to prepare a bibliography and track down USAID alumni-authored documents which the USAID Resource Center has agreed to house at the Center: 750
 - Upgrade the UAA "LinkedIn" account: roughly \$30/ mo. = 400
- Total: \$1,400**

Below-the-line request:

- **NEW:** Undertake a pilot Oral History project using some volunteer labor, which may allow the UAA to do an oral history for \$800-1,000, rather than the \$1,600 that ADST pays. Do 5 oral histories. = \$ 5,000

Strengthening USAID Committee

- Verbal request: \$1,000
 - Allocate 300



**2014 Budget
Development Issues Committee**

- Verbal request: \$1,000
 - Allocate 500