

Operations Plan Presentation

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Holly Kaufman

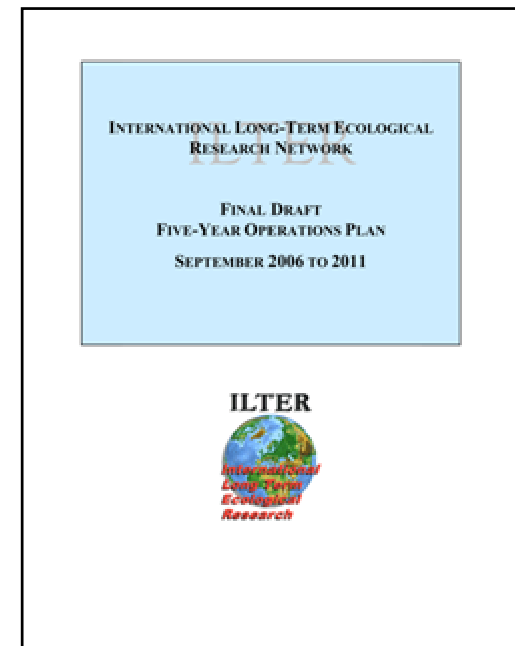
ILTER



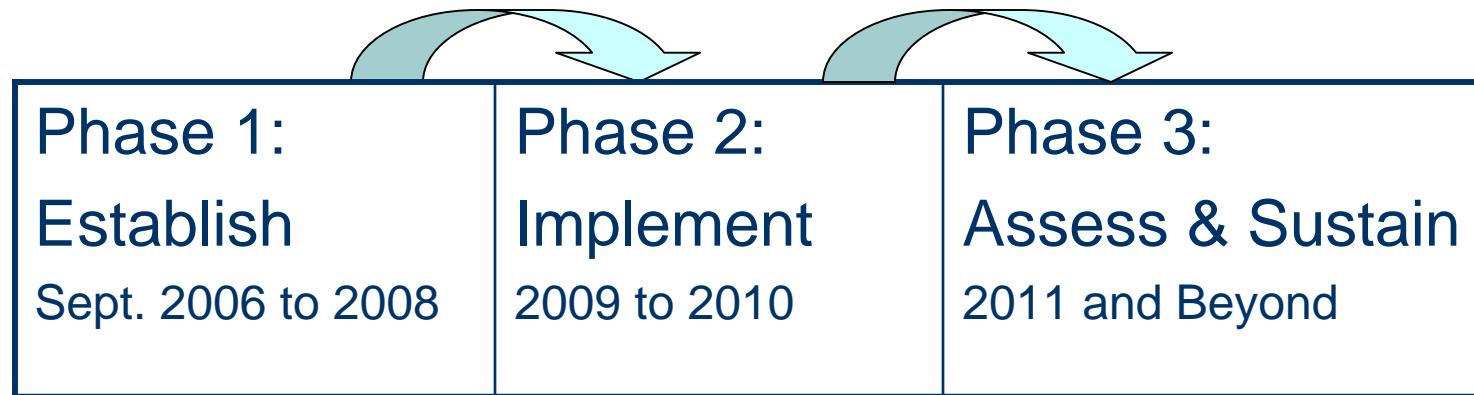
Environment and Enterprise Strategies

Overview

- Introduction
- Phase 1: “Establish”
 - Discussion
- Phase 2: “Implement”
- Phase 3: “Assess and Sustain”



Introduction



Each Phase has *Objectives* and *Action Items* for:

- Organization and Fundraising
- Science and Program
- Communications, Education, Public Awareness
- Plus an estimated budget

Phase 1: Establish (Sept. 2006 to 2008)



| | Objectives |
|--|--|
| <i>Organization and Fundraising</i> | <ul style="list-style-type: none">• Establish ILTER as a formal organization• Establish Fundraising and Marketing Committee• Raise approximately \$250 to \$500k each year in operating funds• Hire preliminary staff (at least Executive Director and Administrative Coordinator)• Establish growth strategy• Evaluate success each year |

Objectives are your benchmark for success



Phase 1: Establish (Sept. 2006 to 2008)



| | Objectives |
|-----------------------------------|---|
| <i>Science and Program</i> | <ul style="list-style-type: none">● Establish Science and Program Committee● Establish Information Management Committee● Agree on ILTER's research agenda● Launch collaborative research projects● Agree on globally- compatible cyberinfrastructure● Begin development of ILTER-wide database of research sites, expertise, collaborations● Establish Public Policy Committee● Determine key policymaking bodies that will be the most relevant recipients for ILTER's research |

Phase 1: Establish (Sept. 2006 to 2008)



| | Objectives |
|--|--|
| <i>Communication, Education, Public Awareness</i> | <ul style="list-style-type: none">● Conduct annual and regional meetings● Conduct branding and marketing review & begin implementation● Train members in globally- compatible CI● Include graduate students and junior scientists in annual meetings, publication authorship, IM trainings● Facilitate graduate student and/or scientist exchanges |

Phase 1: Establish (Sept. 2006 to 2008)



Estimated Ideal Annual Budget for Phase One Years 2007 and 2008

| Item | Amount (USD) |
|--|------------------|
| Salaries (includes 18% fringe benefits) | \$270,000 |
| Executive Director, \$80,000 | |
| Fundraising and Marketing Director, \$70,000 | |
| IT Director, \$40,000 | |
| Admin, \$39,000 | |
| Overhead, Equipment, Supplies, Printing | \$114,000 |
| Rent & Utilities (could be in-kind from host institution), \$24,000 Capital Equipment & Cyberinfrastructure, \$75,000 | |
| Supplies, \$10,000 | |
| Printing, \$5,000 | |
| Member Support | \$115,000 |
| Staff Travel, \$15,000 | |
| Member Travel, \$25,000 | |
| AGM, \$50,000 | |
| Conference Calls and Committee Expenses, \$25,000 | |
| TOTAL | \$499,000 |

Phase 1: Establish (Sept. 2006 to 2008)



Estimated Minimum Budget for Phase One Years 2007 and 2008

| Item | Amount (USD) |
|--|------------------|
| Salaries (includes 18% fringe benefits) | \$130,000 |
| Executive Director (must also act as fundraising director), \$75,000 | |
| Admin. Coordination (must also manage CI, website), \$35,000 | |
| Overhead, Equipment, Supplies, Printing | \$32,000 |
| Rent (in-kind from host institution), \$0 Capital Equipment, \$25,000 | |
| Supplies, \$5,000 | |
| Printing, \$2,000 | |
| Member Support | \$85,000 |
| Staff Travel, \$10,000 | |
| Member Travel, \$20,000 | |
| AGM, \$40,000 | |
| Conference Calls and Committee Expenses, \$15,000 | |
| TOTAL | \$247,000 |

Phase 1: Establish (Sept. 2006 to 2008)



- Discussion

Phase 2: Implement (2009 to 2010)



| | Objectives |
|--|--|
| <i>Organization and Fundraising</i> | <ul style="list-style-type: none">• Fundraise: \$600k to \$750k per year• Hire remaining staff for secretariat: (Science & Program Dir., Fundraising & Marketing Dir., IM Dir.)• Build membership based on growth strategy developed in phase one• Evaluate success each year |

Phase 2: Implement (2009 to 2010)



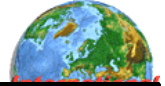
| | Objectives |
|-----------------------------------|--|
| <i>Science and Program</i> | <ul style="list-style-type: none">• Publish findings of collaborative projects• Launch new collaborative research projects• Continue development of globally-compatible cyberinfrastructure• Complete and launch ILTER-wide database of research sites, expertise, collaborations• Provide data to decision-makers, not advocating for/against policies, but to provide insight into solutions to problems, and help forecast outcomes of policies |

Phase 2: Implement (2009 to 2010)



| | Objectives |
|--|---|
| <i>Communication, Education, Public Awareness</i> | <ul style="list-style-type: none">● Conduct annual and regional meetings● Continue implementation of branding/marketing as needed● Train members in globally- compatible CI● Include graduate students and junior scientists in annual meetings, publication authorship, IM trainings● Facilitate graduate student and/or scientist exchanges |

Phase 2: Implement (2009 to 2010)



Estimated Ideal Annual Budget for Phase Two Years 2009 to 2010

| Item | Amount (USD) |
|--|------------------|
| Salaries (includes 18% fringe benefits) | \$401,000 |
| Executive Director, \$85,000 Science and Program Director, \$85,000 | |
| Fundraising and Marketing Director, \$80,000 | |
| IT Director, \$50,000 | |
| Admin, \$40,000 | |
| Overhead, Equipment, Supplies, Printing | \$84,000 |
| Rent (could be in-kind from host institution), \$24,000 Capital Equipment & Cyberinfrastructure, \$25,000 | |
| Supplies, \$15,000 | |
| Printing, \$20,000 | |
| Member Support | \$140,000 |
| Staff Travel, \$25,000 | |
| Member Travel, \$50,000 | |
| AGM, \$75,000 | |
| Conference Calls and Committee Expenses, \$40,000 | |
| TOTAL | \$625,000 |

Phase 3: Assess and Sustain (2011 and Beyond)



Organization and Fundraising

- Prepare for and conduct next five-year operations plan
- Evaluate success each year

Science and Program

- Achieve development of cyberinfrastructure that allows scientists to synthesize information and detect global trends
- Continue to conduct collaborative research projects and publish findings

Communications, Education and Public Awareness (CEPA)

- Conduct annual and regional meetings
- Train members in globally-compatible CI
- Include graduate students and junior scientists in: annual meetings, publication authorship, CI trainings
- Facilitate graduate student and/or junior scientist exchanges

Estimated Annual Budgets:

- \$600,000 to \$1,000,000 per year.

Discussion
