

## NOTES

### **What would you do differently to justify your budget, your collection, and your organization?**

start earlier and communicate more widely

Work more closely with internal Research office

Create compelling user stories to "sell" the project -  
- especially if you can match to a change in the metrics

## CHAT HISTORY

Rosemary Pleva Flynn:**Based on what you just learned, what would you do differently to justify your budget, your collection, and your organization?**

Deborah Kempe:start earlier and communicate more widely

Roberta Winjum:Get whatever information I can to find out what my audience is looking for in a budget justification

Greg Miller:We're moving into a refurbished, more accessible facility, so I'd emphasize that

Alyssa:anticipate long term sustainability costs (in digital projects, digital preservation)

Shawna Gandy:Ask more questions, earlier

Christine, UVic Libraries:Work more closely with internal Research office

University of Chicago:Create compelling user stories to "sell" the project.

Allison Young:Figure out an average amount of time per item for our cataloging process.

Jessica Holada 2:Internally, propose project to decision makers early so budget ask(s) are not a surprise. Like Deborah said. Need to have admin buy-in that project is worth priority.

Robin Grunwald:more contingency planning

Christine, UVic Libraries:At UVic Libraries we have developed an internal

Naomi Steinberger:be sure to include all in kind expenses

Robin Grunwald:costs of unexpected circumstances e.g. second round of hiring process

Deborah Houk (McKendree):Keep better reports on spending and more details on projects.

Naomi Steinberger:budget realistically so that you at the end of the project you are neither short of money or have remaining funds

Rosemary Pleva Flynn:Anything that you would remove from what you are currently doing based on what you have heard so far?

Jennifer Keyser:spend until last minute

Alyssa:can spend almost up to the last minute

Iowa State University:close to last minute

Ricki Moskowitz:my budget is tiny but flexible

Ricki Moskowitz:yes

Jennifer Keyser:no

Joy Banks:In my experience, the ability to spend is dependant on the account from which I'm spending. Regular budget usually has a cut off date, but special funds are more available.

Alyssa:no

Dee Gallo:I plan out but I can always ask for something if need be -- I need to demonstrate need and explain why I didn't budget for it

Melissa Anderson - Field Museum Library:we can adjust as long as it's not a restricted funding sources

Jessica Holada 2:If operating, yes. If grants or one-time monie funds, no.