This census assesses factors influencing the sustainability and "fit-for-purpose" of Scholarly Communication Resources (SCRs) - tools, services, and systems. It is intended to help to guide development of and investments in scholarly communication infrastructures. We welcome responses from any Scholarly Communication Resource active in the world today.

(Link to PDF version of survey, for reference)

We expect this survey to take between 1.5-3 hours to complete, including the time spent researching and/or asking questions of other members of your SCR team. Before you begin, we recommend that you have available some of the documents listed below.

Please note that we know there is an American and English-speaking bias to the current census. Those answering from other geographical/national contexts, please help us improve future iterations by citing the appropriate categories for your context in the open text boxes provided.

List of documents you will be glad to have in front of you….
(Note: most SCRs will only have some of these documents; these are not in any way required for participation)
1. Incorporation documents, hosting contracts, and/or applications for particular business statuses, e.g., Benefit Corp or 501c3 applications
2. Mission, vision, and values for your SCR
3. Strategic plan
4. Market Analysis
5. Code of Conduct or Community Standards documentation
6. Budgets for 2015, 2016, 2017
7. Final revenues, expenditures, and net numbers for 2015, 2016, 2017 (e.g., US 990 tax return or your local equivalent)
8. Annual report (or an annual report from your host institution that includes your SCR)
9. A report you deliver to your stakeholders
10. Conflict of Interest policy

Data Privacy

Individual and aggregate data and documents shared by respondents will only be used for the following purposes and under the following circumstances.

All data:
1. Analysis by the "Mapping the Scholarly Infrastructure" (https://scholarlycommons.net/map-plan/) project team, the Joint Roadmap for Open Science Tools (JROST) (https://jrost.org/) project team, and the Invest in Open Initiative (http://investinopen.org/).
2. Aggregated data will be analyzed, reported on, and offered as an open, anonymized dataset

for reuse (no individual SCR's data will be identifiable)

3. **SCR names of all responding SCRs will be collated and included with the dataset; individual respondent names will not be shared**

Data for which additional permissions are granted:

1. **Respondents can explicitly grant permissions to the research team to share their individual SCR's response with the Global Sustainability Coalition for Open Science Services (SCOSS);**

2. **Respondents can explicitly grant permissions to share their individual SCR's response publicly.**

* 1. I understand and agree to participate in this survey

○ Yes

○ No

* 2. Name of the Scholarly Communication Resource (SCR)

* 3. Website Address(es) and codebase link(s)

1.

2.

3.

4.

* 4. Respondent Name

* 5. Respondent Title/Role

* 6. Respondent Email

Please tell us a few details about the SCR's legal structure...

* 7. Is the SCR standalone or hosted?

　◯　Standalone incorporated entity

　◯　Hosted by another entity (please name the host entity and note the SCR's relationship to this host - e.g. university, larger technology organization, fiscal sponsor or otherwise)

　　[   ]

* 8. What is the SCR's profit orientation? (Answer for the hosting entity if the SCR is hosted.)

　☐　For profit

　☐　Non-profit

* 9. What is the SCR's legal structure? (Answer for the hosting entity if the SCR is hosted.)

　☐　Corporation, for-profit or non-profit

　☐　LLC, for-profit (or equivalent)

　☐　Benefit corporation, for-profit (or CIC in the UK)

　☐　Foundation, non-profit

　☐　Academic institution

　☐　Other (specify)

　　[   ]

* 10. What is the SCR's tax status? (Answer for the hosting entity if the SCR is hosted.)

　◯　Non-taxable

　◯　Taxable (for profit)

If non-taxable...

* 11. Does the SCR have an international or US-based non-taxable tax status? (Answer for the hosting entity if the SCR is hosted.)

  ◯ US IRS tax determination

  ◯ International non-profit tax status

If US-based non-taxable status...

* 12. What is the SCR's US IRS tax determination? Select all that apply. (Answer for the hosting entity if the SCR is hosted.)

☐ 501.c3

☐ 501.c4

☐ The SCR has applied for the designated status, but has not yet received this status

☐ Other (specify)

[   ]

If international non-profit tax status...

* 13. Please indicate the SCR's tax status and national context. Note whether the SCR has *applied for* or *received* this status. (Answer for the hosting entity if the SCR is hosted.)

* 14. Is the SCR a B-corp?

○ No

○ Yes

If B-corp...

* 15. Has the SCR been B-corp certified?

⚪ No

⚪ Yes

* 16. Is the SCR fiscally-sponsored? (Answer for the hosting entity if the SCR is hosted.)

○ No

○ Yes (please indicate which organization serves as the SCR's fiscal sponsor)

As per our data policies, we will not share your responses with any other group without your explicit, written permission.

* 17. Would you like to share your data in any of the following ways?

    ◯ [DEFAULT] Please do not share or report on my individual SCR data response in any public-facing report or vehicle

    ◯ Please share my individual SCR data response as open data

    ◯ Please share my individual SCR data with the Global Sustainability Coalition for Open Science Services (SCOSS) (http://scoss.org/) for inclusion in their dataset

* 18. Provide a succinct description of this SCR (100 words or so, including the SCR's target audience).

* 19. What part(s) of the research lifecycle does this SCR serve? Select all that apply.

☐ Creation - Data gathering	☐ Hosting and access - Preprint service
☐ Creation - Data analysis	☐ Discovery - Persistent identifiers
☐ Creation - Experimentation	☐ Discovery - Identity (e.g. ORCID)
☐ Creation - Computation and machine learning	☐ Discovery - Citation
☐ Publishing - Submission	☐ Discovery - Aggregating and indexing
☐ Publishing - Review	☐ Discovery - Search
☐ Publishing - Copyediting	☐ Evaluation and comment - Review
☐ Publishing - Design	☐ Evaluation and comment - Annotation
☐ Publishing - Layout	☐ Evaluation and comment - User analytics
☐ Hosting and access - Data services	☐ Archiving/preservation - Curation
☐ Hosting and access - Journal hosting system	☐ Archiving/preservation - Replication
☐ Hosting and access - Monographic production system	☐ Archiving/preservation - Storage
☐ Other (specify)	

* 20. What is the SCR's primary output(s)?

21. Please estimate a count of total objects the SCR has created, published, hosted, provided discovery of, evaluated, and/or archived (e.g. number of preprints, annotations, identifiers, documents crawled and indexed, etc.).

Created

Published

Hosted

Provided discovery of

Evaluated

Archived

22. What is the main location of the SCR or its hosting entity?

City

State or province (please use the two letter abbreviation)

Country

23. Who founded the SCR (please include names and affiliations of founders, separating each founder by a semicolon, e.g., First Last, Affiliation; First Last, Affiliation)?

24. Who is the current director/CEO/PI for the SCR?

25. In what year did the SCR begin its development?

26. Does the SCR have a documented mission, vision, and/or values?

◯ No

◯ Yes

If there is a documented mission, vision, and/or values...

27. How were these created?

28. Who participated?

29. Do you have a review process?

◯ No

◯ Yes

30. When were these last updated?

31. If available as a file, please share.

Choose File   No file chosen

32. If available as a webpage, please share.

33. Does the SCR have (or has it had in the past) a formal strategic plan?

◯ No

◯ Yes

If there is/was a strategic plan...

34. Does/did it include measurable evaluation criteria?

◯ No

◯ Yes

35. Do you have a review process?

◯ No

◯ Yes

36. If available as a file, please share.

Choose File   No file chosen

37. If available as a webpage, please share.

38. When was a market analysis last conducted?

39. If it is available as a file, please share.

Choose File   No file chosen

40. If it is available as a webpage, please share.

41. If not, please describe its form and focus.

42. With which of the following types of stakeholders does the SCR consistently engage? Select all that apply.

☐ End users	☐ Members
☐ Implementers (OS software)	☐ Advisory or governing board
☐ Service providers	☐ Code contributors/committers
☐ Publishers	☐ Volunteers (non-development work)
☐ Funders	
☐ Other (specify)	

43. Does the SCR have a code of conduct or other written community standards?

◯ No

◯ Yes

If there is a code of conduct or other written community standards...

44. How was this developed?

45. Who participated?

46. Does it include enforcement guidelines?

47. Has the code of conduct ever needed to be enforced?

48. If available as a file, please share a copy of the code of conduct.

Choose File   No file chosen

49. If available as a webpage, please share.

50. Please describe the SCR's technology environment (e.g., what comprises its technology stack, what coding languages does it use, what does its server infrastructure look like, etc.)

51. Do in-house staff manage the code for this SCR?

◯ No

◯ Yes

52. Approximately how many coders currently contribute to the code base?

Number of volunteers

Number of paid staff

53. Is the SCR's code installed by other organizations on their servers?

○ No

○ Yes (Approximately how many organizations host it? If you don't know, just enter "unknown.")

[   ]

54. Do third-party providers support and/or host the SCR?

○ No

○ Yes (Approximately how many organizations support and/or host it? If you don't know, just enter "unknown.")

[   ]

55. Does the SCR host an instance that others can subscribe to or use?

○ No

○ Yes (Approximately how many total users and monthly average users does this instance serve? If you don't know, just enter "unknown.")

[   ]

56. What is the pathway for getting code included in the code base?

[   ]

57. How are updates managed, and how often?

58. When were the last two releases?

1.

MM/DD/YYYY

2.

MM/DD/YYYY

59. What software license does the SCR use?

60. Does the SCR adhere to open standards? Select the most accurate response.

◯ No

◯ Yes, some of the time

◯ Yes, all of the time

61. Please list any relevant open standards that the SCR adheres to (e.g. Web Annotation, OAuth, etc.).

62. Does the SCR have a product development roadmap?

◯ No

◯ Yes

If there is a product development roadmap...

63. Is it publicly available?

◯ No

◯ Yes (Please include a link)

64. How it is developed and maintained?

65. With whom is it shared?

66. How are new features prioritized?

67. Does the SCR code integrate with or interoperate with other SCR systems?

◯ No

◯ Yes (please list the SCR system(s) with which the SCR code interoperates or integrates)

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68. Does the SCR have mechanisms in place (e.g. APIs, export functions, etc.) to assist users in migrating off of its infrastructure?

◯ No

◯ Yes (please briefly describe)

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69. Where would you characterize the SCR currently?

◯ Pre-prototype

◯ Prototype

◯ Alpha

◯ Other (specify)

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◯ Beta

◯ Live

◯ No longer supported

70. When was the last time you formally evaluated your technical environment?

◯ Within the last year

◯ Within the last five years

◯ Never

71. Have you taken measures to ensure the long-term preservation of the data and/or software associated with the SCR?

◯ No

◯ Yes

If yes...

72. Please explain what measures were taken to ensure the long-term preservation of the data and/or software associated with the SCR and why this was done.

If no...

73. Please explain why measures have not been taken to ensure the long-term preservation of the data and/or software associated with the SCR.

74. Approximately how many FTE (including partial effort, e.g. "0.7 FTE" or "1.2 FTE") currently support the SCR in each of the following categories? Include developers, help desk, fundraising, administrative, etc.

Staff paid directly through SCR earnings (non-grant funded):

Staff paid through grant funding:

Staff paid through in-kind contributions:

Other:

75. Please list the job title(s) for the SCR's current employee(s). Use a semicolon (;) to separate titles in a list.

Staff paid directly through SCR earnings (non-grant funded):

Staff paid through grant funding:

Staff paid through in-kind contributions:

Other:

76. Does the SCR staff include any remote employees?

◯ No

◯ Yes (Approximately what percentage of staff are remote-only?)

77. Which of the following documents are in place for this SCR? Select all that apply.

☐ Organizational chart   ☐ Employee handbook

☐ Job definitions for each contributing employee   ☐ Professional development budget for paid staff members

☐ Regular staff evaluations

78. Does the SCR begin each fiscal year with an approved budget?

◯ No

◯ Yes

If yes...

79. Please briefly describe the SCR's budget approval process. When does it occur? Who is involved?

If no...

80. Please explain why the SCR does not begin each fiscal year with an approved budget.

2018 Financials

List the SCR's total budget and total revenues/expenditures in USD (as reported on a 990 or to host your institution) for 2018.

81. 2018 Budget

Revenue

Expenditures

Net

82. 2018 Actual

Revenue

Expenditures

Net

83. If the SCR's total revenues and expenditures differed from the total budget by more than 20% in 2018, please explain.

2017 Financials

List the SCR's total budget and total revenues/expenditures in USD (as reported on a 990 or to host your institution) for 2017.

84. 2017 Budget

Revenue

Expenditures

Net

85. 2017 Actual

Revenue

Expenditures

Net

86. If the SCR's total revenues and expenditures differed from the total budget by more than 20% in 2017, please explain.

2016 Financials

List the SCR's total budget and total revenues/expenditures in USD (as reported on a 990 or to host your institution) for 2016.

87. 2016 Budget

Revenue

Expenditures

Net

88. 2016 Actual

Revenue

Expenditures

Net

89. If the SCR's total revenues and expenditures differed from the total budget by more than 20% in 2016, please explain.

90. What revenue streams support the SCR? Select all that apply.

☐ Membership fees

☐ Subscription fees

☐ Service fees

☐ Private foundation grants

☐ Government grants

☐ Subcontracts on grants to partner institutions

☐ Other (specify)

☐ High net worth individuals or family foundations

☐ Donations (e.g. from corporations; NOT from high net work individuals or family foundations)

☐ Contracts/consulting

☐ In-kind contributions

☐ Host subsidy (including host in-kind contributions)

91. Provide the average percentage for each revenue stream.

Membership fees

Subscription fees

Service fees

Private foundation grants

Government grants

Subcontracts on grants to partner institutions

High net worth individuals or family foundations

Donations (e.g. from corporations; NOT from high net work individuals or family foundations)

Contracts/consulting

In-kind contributions

Host subsidy (including host in-kind contributions)

[Insert text from Other]

92. What expenditures support this SCR?

☐ Salaries/Benefits

☐ Rent and utilities

☐ Equipment

☐ Supplies

☐ Telecommunications

☐ Other (please specify)

☐ Hosted computing costs (e.g. AWS, Azure, Google compute, etc.)

☐ Marketing and advertising

☐ Fundraising

☐ Travel and meetings

☐ Debt service

93. Provide the average percentage for each expenditure.

Salaries/Benefits

Rent and utilities

Equipment

Supplies

Telecommunications

Hosted computing costs
(e.g. AWS, Azure, Google
compute, etc.)

Marketing and advertising

Fundraising

Travel and meetings

Debt service

[Insert text from Other]

94. Which of the following does the SCR maintain? Select all that apply.

- [ ] Bank account(s)
- [ ] Earned income (e.g. dues, fees, other revenue)
- [ ] Chart of Accounts
- [ ] Accounting Manual
- [ ] Accounting software
- [ ] Review systems ensuring two people sign off on each transaction

- [ ] Monthly accounting rectifications
- [ ] Cash-based accounting
- [ ] Accrual accounting
- [ ] GAAP compliance
- [ ] Annual fiscal audits
- [ ] Annual financial reports available to the public

- [ ] Financial reserves (Approximately how many months of operations are supported by the SCR's current financial reserves?)

95. Without grant funding, how long could the SCR remain viable?

( ) Our SCR does not rely on grant funding   ( ) Less than a year

( ) Less than a month   ( ) More than a year

( ) Less than six months

96. Which of the following best describes the SCR's current reality? Choose as many as apply.

☐ Operational deficit is covered by grants or sponsored projects

☐ It operates with a break-even cash flow from earned income

☐ It generates a surplus

☐ Other (specify)

[   ]

97. Which of the following best describes the SCR's aspirations?

☐ Operational deficit is covered by grants or sponsored projects

☐ It operates with a break-even cash flow from earned income

☐ It generates a surplus

☐ Other (specify)

[   ]

98. Which of the following does the SCR use to engage stakeholders? Choose*Active, Inactive,* or *None* from the dropdown menu. (Choose *Inactive* if you have the tool or platform but haven't used it in the last year.)

Listserv(s)	
Social media	
Website/blog	
Web-based discussion or support forum	
Live, online events (e.g. webinars, community calls)	
In-person events	
Other	

Actions: Engagement

99. Does the SCR regularly report to the SCR's internal and/or external stakeholders on the organization's activities and finances?

◯ No

◯ Yes

If sending regular reports...

100. How frequently are these produced and distributed (e.g. monthly, quarterly)?

101. Who receives these?

102. Are they publicly available?

( ) No

( ) Yes

103. What types of information are included?

104. If available as a file, please share an example.

Choose File   No file chosen

105. If available on a webpage, please share.

106. Do you produce an annual report for this SCR?

◯ No

◯ Yes

◯ The SCR is included in an umbrella organization's annual report

If producing an annual report...

107. If available as a file, please share an example.

Choose File   No file chosen

108. If available on a webpage, please share.

109. Does the SCR make use of volunteers (including committee members, elected officials, etc.)?

◯ No

◯ Yes

If using volunteers...

110. What do volunteers do?

111. Who manages volunteers?

112. Does the SCR have policies in place governing its use of volunteers?

○ No

○ Yes

113. When was the last time you surveyed your stakeholder communities about your SCR?

◯ Within the last year

◯ Within the last two years

◯ Within the last five years

◯ Never

114. Please briefly describe this process.

115. Which of the following does the SCR have?

☐ Bylaws or similar documentation of its governance structure

☐ A board and/or leadership group(s) overseeing its work

116. Please provide the group(s)' name(s), size(s), and briefly describe the role(s) and checks/balances for the group(s).

117. Which stakeholder group(s) is/are represented on the board and/or governance group(s)?

☐ Active users/community members

☐ Leaders in scholarly communications

☐ Software developers

☐ Service providers to the SCR

☐ Funders

☐ Other (specify)

118. Does the SCR have a formal succession plan, contingency plans, and/or escrow arrangements in place to ensure continuity of operations?

◯ No

◯ Yes

119. Has the SCR ever had to use its succession or contingency plan?

◯ No

◯ Yes

120. If available as a file, please share a copy.

Choose File   No file chosen

121. If available on a webpage, please share.

Closing

122. How long did it take you to complete this survey?

◯ Less than an hour

◯ 1-2 hours

◯ 2-3 hours

◯ More than 3 hours

123. If you would like to provide additional information about this SCR, or feedback regarding this survey, please do so here.