

## APPENDIX 5

### GROUP FINANCES: REVENUES AND EXPENSES WORKSHEET \*

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REVENUES	MONTHLY BUDGET	ANNUAL BUDGET
Membership dues		
Venture capital member dues		
Sponsorships		
Company Application Fees		
Presenter Fees		
Endowment/donations – 501(c)(3) only		
Events		
Publications		
In-kind contributions/sponsorships (with corresponding expense coverage noted)		
<b>Total Revenues</b>		
EXPENSES**	MONTHLY BUDGET	ANNUAL BUDGET
Manager/Executive Director and/or administrative support (salary plus possible benefits)		
Web site development/maintenance		
Meetings		
Member relations and communications/correspondence		
Public relations		
Office expenses		
Programs/events		
<b>Total Expenses</b>		

\* Modified balance sheet to show only revenues and expenses

\*\*See Table 11 in the Guidebook for possible expenses and for expanded explanation and discussion of possible expense categories and range of costs