Financial Reporting

How Are Venture Teams Spending?

Congratulations on launching your Youth Venture! As you begin, please remember that Youth Venture requires you to complete a financial report 12 months after you launch and annually after the first year. Below is the format of what you will need to submit to Youth Venture. We will send you a copy to fill out when the time comes, but you should review this sheet now to be sure you know what to keep track of during the coming year. It's much easier to record this information as you go along than to try to go back and remember how you spent your money later. Since you made it through the Youth Venture selection process we know you are well prepared and will do an excellent job managing your finances.

- ❒ Please record your withdrawals and deposits below, or in a similar format on a spreadsheet or other means. Include copies of ALL purchase receipts with your annual financial report to Youth Venture.

- ❒ Youth Venture expects that all Youth Venture seed grant money will have been spent in the first 12 months. If not, please explain why. If there are special notes you wish to report, please include them on a separate sheet of paper.

Annual Financial Report				
Venture Team:				
Date of Transaction	Description of Transaction (what the expense is or source of deposit funds)	Withdrawal ($)	Deposit ($)	Total ($)
Total		$	$	$

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