



"Serving Western Legislatures"

## Annual Meeting Revenue and Fundraising

*Updated 11-15-11*

- Annual meeting funds are raised under CSG/CGS- *WEST* 501(c)3 status as a nonprofit organization, which provides tax benefits to private sector contributors.
- All funds (revenues and expenses) related to a specific annual meeting are maintained in a dedicated restricted account at CSG per IRS guidelines.
- Recent annual meeting budgets:
  - \$490,331 estimated closing for 2011 in Honolulu with an attendance of 681
  - \$372,671 for 2010 in Sun Valley, Idaho with an attendance of 452
  - \$307,806 for 2009 in Santa Fe, New Mexico with an attendance of 550
  - \$642,985\*\* for 2008 in Anchorage, Alaska with an attendance of 628
  - \$371,945 for 2007 in Grand Teton National Park, Wyoming with an attendance of 512
  - \$265,720 for 2006 in Breckenridge, Colorado with an attendance of 379
  - \$209,150 for 2005 in Portland, Oregon with an attendance of 491
  - \$114,720 for 2004 in Anchorage, Alaska was CSG- *WEST*'s direct costs, held jointly with CSG national
  - \$239,665 for 2003 in Honolulu, Hawaii, with an attendance of 480
  - \$237,285 for 2002 in Lake Tahoe, Nevada, with an attendance of 550

With the exception of the 2004 meeting held jointly with CSG national in Anchorage, Alaska - over the last decade, **CSG- *WEST* annual meetings have had an average attendance of 522 and an average budget of \$362,250** (not counting in-kind contributions).

**\*\*The Alaska Host State Legislature and CSG- *WEST* leadership agreed to invest more resources to secure prominent keynote speakers for general sessions**, which significantly increased the budget. Alaska provided approximately \$225,100 in state appropriations and \$88,553 in in-kind contributions. The 88.5K in-kind contributions were from Alaska state contributors for services and products that are not calculated in the 643K budget figure above.

- **CSG- *WEST* annual meeting budget planning template targets \$500,000 in revenue** as follows:

\$100,000	registration fees
\$ 80,000	contribution to program support from CSG- <i>WEST</i> operational budget
\$160,000	contributions raised by CSG- <i>WEST</i> from regional/national private sector contacts
\$160,000	state appropriations and/or contributions raised by the Host State from local instate private sector contacts, complementing or enhancing traditional CSG- <i>WEST</i> regional/national contributors

- CSG- *WEST* and Host States have provided significant in-kind contributions in addition to the revenue raised for direct cost items. Detailed lists of host state in-kind contributions are available.
- CSG- *WEST* has a very credible history in working with host states to jointly build the annual meeting budget and jointly raise the necessary funds. CSG- *WEST* annual meetings are not run in a deficit; therefore, they have not cost Host States.
- CSG- *WEST* works closely with Host States to build a joint budget and spend according to the revenue realized, decreasing or increasing budgets as needed to be in line with fundraising efforts. To complement IRS guidelines, should there be excess revenue remaining after all expenditures are paid for the meeting, CSG- *WEST* Rules require the funds to be dedicated to expenses of future annual meetings.