

#### Quick disclaimer | Fine print | My lawyers made me say it

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# WE WILL BE SENDING YOU THE SLIDES! YAY!

(just give us a few days)



#### WHO WE ARE



### Pamela Capalad, CFP®, AFC®

Founder and CEO,
Brunch & Budget
(financial planning
practice)

#### Dyalekt

Co-Founder and Director of Pedagogy, Pockets
Change
(hip hop + finance for youth)

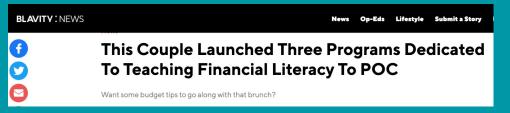
#### Pamelekt

Co-hosts - Brunch & Budget Podcast (getshameless.com/podcast)

Co-Founders of See Change
(group financial coaching for Creators of Color)

#### Let us Google us for you...









### What is Brunch & Budget?

Brunch & Budget is a full service financial planning practice and was named best of NY by NY Mag in 2019

#### How it started:



#### How it's going:









Dyalekt

Ruth

### What is Pockets Change?

Pockets Change
uses hip hop
pedagogy to teach
students, teachers,
and families how
to liberate their
communities
through personal
finance

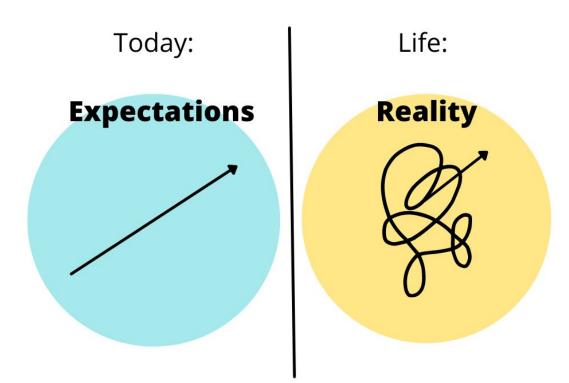
Pockets Change is the winner of the 2022 award for innovation in financial education





Congratulations to the winner of our 2nd annual financial education song contest!







#### Safety is the intervention

The foundation of Interpersonal Neurobiology is that we must feel safe in order to heal. - Interpersonal Neurobiology teachers

Money is emotional, and we're going to get deep into our habits & practices, wants & needs

We're happy to stop and speak about any feelings or memories that come up

We invite you to be vulnerable, but also feel free to keep yourself safe, and 'turn off your screen' if you need not be perceived

There are no bad questions and we'll explain anything you ask



### FIND A MONEY BUDDY!



# Share in with a money buddy:

What does 'art as business' means to you?



# Taking control of your finances is a Revolutionary Act

You're part of a system that's designed to take you out:

- Bad credit score? Your landlord, employer, utility company, cell phone company, insurance company can penalize you
- Didn't file taxes every year? Can't buy a house, get a business loan, might owe back taxes
- No estate plan? All the work it took to accumulate wealth goes to lawyers and court fees

# Taking control of your finances is a Revolutionary Act

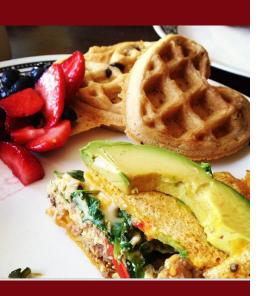


Whether you want to be a millionaire or change the system, we're here to show you how to use it without feeling used



#### Agenda:

- ★ Setting your Rate
- ★ Negotiating Rates
- ★ Cash Flow Projections
- ★ Business Structure & Taxes
- ★ Financial Team



### **Setting Rates**



# Freelancers - how to set your first (or next) rate

#### Factor in:

- ★ hourly rate at past jobs
- ★ additional tax liability
- ★ health insurance and other benefits
- ★ Hours you're not getting directly paid (marketing, sales, admin, etc)



#### How to set your first rate - Example

\$50,000 - base salary at last job

**\$3,825** - employer payroll taxes (7.65%

medicare and social security)

\$4,800 - health insurance costs

**\$1,500** - 3% match on 401k

\$60,125 - total comp at full time job

\$29 - hourly rate (annual/52 wks/40 hrs)

\$60 - freelance hourly rate (double it! to account for hours not getting paid)



#### How to set your rate - 5 mins

http://bit.ly/seechangecashflow

# Share what rate you were planning to charge/currently charge and what rate you calculated

You only need to fill in green	boxes, everything e	lse is a formula!
CALCULATE YOUR RATE	FILL IN	EXAMPLE
Base salary last job		\$50,000
401k match percentage		3.00%
Add payroll tax (7.65%)	\$0	\$3,825
Add health insurance		\$4,800
Add 401k match	\$0	\$1,500
Total comp at last job	\$0	\$60,125
Total comp hourly rate	\$0	\$29
Double it for freelance rate	\$0	\$58

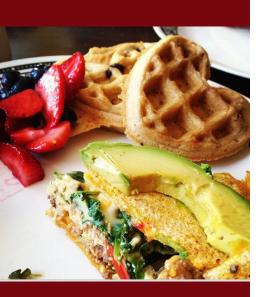
#### Get Shameless Moment! \*\*



You are not just trading your time for money, you are also trading your expertise and experience.

#### **REMINDER TO YOURSELF:**

"I don't get paid for one hour, I get paid for one hour + 10 years of experience so I can do the job in one hour."



### Negotiating



#### The art of negotiating rates

- ★ Have a 'standard' rate that you share with everyone
  - You won't always get this rate, but it's important that clients know what it is
- ★ Have a 'floor' rate that you won't go below



#### The art of negotiating rates

- ★ Negotiating room is between floor rate and standard rate
- ★ Decide which communities or populations you have no 'floor' for
- ★ If you are giving someone a discount, make sure they know it (put it on your invoice!) It is a discount, not just you being flexible



#### Consistently raise your rates

- ★ Give yourself (arbitrary) rules for when to raise your rates
  - Every time you get X number of clients
  - Every 2-3 months
  - When you have to say no to a gig



#### Consistently raise your rates

- ★ Start by raising rates with new clients first, then go back and raise rates with existing clients
- ★ With existing clients, tell them your current rate is x, but you are willing to give them a discount for being an existing client

#### Get Shameless Moment! \*\*



Getting a NO is a good thing too!

It means they wouldn't have valued your products or services in the first place!

#### Share with a money buddy:



What is your method for raising your rates?

If you haven't raised your rates yet, what method are you going to try?

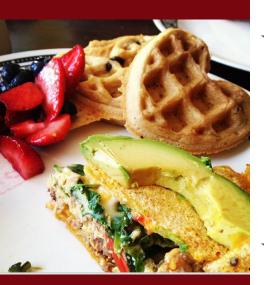


# Cash Flow Projections



# What your cash flow projections tell you

- ★ Review income that is regular and guaranteed
- Review any long stretches where there is no projected income



# What your cash flow projections tell you

- ★ Count how many different streams of income you have multiple streams of income can get you through low income months
- ★ Plan to ramp up your marketing and sales strategies around the low income months

#### **Cash Flow Projections - Expected Income**

La management	Annual	Monthly										1			
EXPECTED INCOME		TARGET	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	\$0.00
								3							\$0.00
															\$0.00
															\$0.00
										9					\$0.00
												<u> </u>			\$0.00
TOTAL INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>BUSINESS TAXES (25%)</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL BUSINESS EXP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NET CASH FLOW	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PROJECTED BUSINESS															
	The state of the s	Monthly	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
Education/Research/Dues	<u> </u>	<u> </u>	( <u> </u>	<u> </u>	<b></b> '	<b></b> '	<u> </u>	'	<u> </u>	<u> </u>		<u> </u>	[ ]	<b></b> '	\$0.00
Meals/Entertainment		J	<u>                                     </u>		<u> </u>			<u> </u>	<u> </u>	'		<u> </u>	<u> </u>		\$0.00
Travel										3					\$0.00
Office/Software															\$0.00
Professional advisors															\$0.00
Marketing/Advertising					- E			3		3					\$0.00
Misc															\$0.00
TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

http://bit.ly/seechangecashflow

#### **Cash Flow Projections - ACTUAL Income**

ACTUAL INCOME	Annual TARGET	Monthly TARGET		Feb	Mar				Jul		0	Oct	Nov	Dec	***
ACTUAL INCOME	IARGEI	IARGEI	Jan	reb	Mar	Apr	May	Jun	Jui	Aug	Sep	Oct	NOV	Dec	\$0.00
<u> </u>															\$0.00
															\$0.00
															\$0.00
														w.	\$0.00
					7	21	N								\$0.00
TOTAL INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>BUSINESS TAXES (25%)</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL BUSINESS EXP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NET CASH FLOW	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ACTUAL BUSINESS EXPENSES	Annual	Monthly	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
Education/Research/Dues						A COLUMN TO THE PARTY OF THE PA						-			\$0.00
Meals/Entertainment			} <del></del>			i.	57					× ×		100 100	\$0.00
Travel		3				l:								9	\$0.00
		ė.	<u> </u>			i.	14.5							ei,	
Office/Software						:									\$0.00
Professional advisors		3					4					- 6		3.	\$0.00
Marketing/Advertising						22	v)	/.							\$0.00
Misc															\$0.00
TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

http://bit.ly/seechangecashflow

#### 12-Month Cash Flow Projections - SAMPLE

EXPECTED INCOME	jan15	feb	mar	apr	may	jun	jul	aug	sept	oct	nov	dec	Total
Operating Income													
Brunch Club		880	300	400	500	600	700	800	900	1,000	1,100	1,100	8,280
PEAK climbers club (\$75 budget sessions)						900				900			1,800
\$150 sessions - 5	735	750	750	750	750	750	750	750	750	750	750	750	8,985
Pockets Change		300	300	300	300	300	300	300	300	300	300	300	3,300
Twice a week client	1,575	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	21,375
Wealth Edge/Other?													0
Total Operating Income	2,310	3,730	3,150	3,250	3,350	4,350	3,550	3,650	3,750	4,750	3,950	3,950	43,740

#### First year of Brunch & Budget - 2015

INCOME	jan15	feb	mar	apr	may	jun	jul	aug	sept	oct	nov	dec	Total
Operating Income													
BUDGE	740	820	900	945	1,190	2,090	2,264	2,363	2,500	2,700	2,900	3,100	22,512
PEAK climbers club (\$75 budget sessions)													0
one on one sessions	735	890	1,005	535	650	400	910	975	900	900	900	900	9,700
Pockets Change										300	300	300	900
Twice a week client	1,575	4,175	4,475	4,612	2,306	1,350							18,493
Wealth Edge/Other?													0
Total Operating Income	3,050	5,885	6,380	6,092	4,146	3,840	3,174	3,338	3,400	3,900	4,100	4,300	51,605

#### 12-Month Cash Flow Projections - SAMPLE

#### First year of Brunch & Budget - 2015

EXPENSES													
Operating Expenses													
Accounting and Legal				325									325
Advertising	100												100
CFP fees (including cont. ed.)	0	0	0			0	0	100	325	0	0	0	425
myplanmap								24	24	24	24	24	120
eMoney	352	352	352	352	352	352	352	224	224	224	224	224	3,584
E&O insurance									80	80	80	80	320
Office Supplies													0
XY Planning Network				297	397	397	397	397	397	397	397	397	3,473
conferences									1,000				1,000
Radio show dues (30) + cab rides (60)	90	90	90	30	30	30	30	30	30	30	30	30	540
moonclerk	138	221	235	227	170	161	142	147	149	163	169	175	2,097
Phone, Internet	110	110	110	110	110	110	110	110	110	110	110	110	1,320
Web Hosting and Domains	99			200		·		39					338
Total Operating Expenses	889	773	787	1,541	1,059	1,050	1,031	1,071	2,339	1,028	1,034	1,040	13,642





The most important part about your cash flow projections is tracking actual income against projected

What you measure gets managed, what you manage comes true



#### Creating action steps:

**UNKNOWN:** Who is going to say yes, buy your thing, engage in your services

**KNOWN:** Steps you can take to increase the odds that people say yes to you

#### Two kinds of action steps:

- Set up what you need to do to get started or take the next step
- 2. **Maintenance** Regular action you take to keep the business/marketing/sales machine going



### Make a list of clear action steps and share ONE action step you'd like to take right away:

SET UP - the one-off things you need to get done to move forward:

- ★ Create/update website, patreon, online profile
- ★ Put together portfolio of work
- ★ Decide on rates and invoicing system
- ★ Hire an accountant/bookkeeper/financial planner/attorney

#### MAINTENANCE - decide how often:

- ★ How many posts will you make on social media *each week*?
- ★ How many podcasts will you reach out to for interview each month?
- ★ How many pitch/proposals will you send *each week*?



### Go on a cash flow date with yourself Every month, ask yourself:

- ★ How much did you make this month?
- ★ How much did you project making this month?
- ★ Was it more or less than what you made?
- ★ Why do you think there was a difference in the projections vs. actual income?



### Go on a cash flow date with yourself Every month, ask yourself:

- ★ What marketing or sales strategies brought in the most revenue?
- ★ What brought in the least revenue?
- ★ Do you need to adjust your projections for the next month/ quarter/year



# Business Structure & Taxes

### Which business entity to create

#### DBA LLC S-Corp **Doing Business As Limited Liability Corp WHY:** easiest and cheapest **WHY:** protect your personal **WHY:** protect your personal assets, reduce audit risk, to create, can file for assets separate tax ID and open **WHEN:** if your line of work is reduce tax liability, take business account high liability (do people get wages WHEN: you're ready to open sued a lot?) **WHEN:** if your business is grossing more than \$100k a business account, create a **HOW:** use attorney if more clear separation possible **HOW:** use attorney or accountant if possible **HOW:** LegalZoom **KEEP IN MIND:** expensive to **KEEP IN MIND:** does not file; for taxes, income will **KEEP IN MIND:** you will flow through personal need to file corporate tax protect your personal returns and you are still at returns and keep books assets, high audit risk

high risk for audit









### TAXES YOU PAY



Employee/W2 Income	Self-employed/ 1099 income	S-Corp
<ul> <li>★ State</li> <li>★ Federal</li> <li>50% Social</li> <li>Security</li> <li>★ 50%</li> <li>Medicare</li> </ul>	<ul> <li>★ State</li> <li>★ federal,</li> <li>★ 100% Social</li> <li>Security</li> <li>★ 100%</li> <li>Medicare</li> </ul>	Payroll State, Fed 100% SS, 100% Medicare  Profit State, Fed 0% SS or Medicare

getshameless.com



### TAXES YOU PAY - S-Corp

	S-corp	No S-corp (LLC)
Total Revenue	\$200,000	\$200,000
Biz Expenses	\$50,000	\$50,000
Salary/Net Income	\$70,000 (salary)	\$150,000 (net schedule C Income)
Profit	\$80,000	n/a
Payroll Taxes Owed	\$5,355	\$11,475



## Financial Team





### **★** Accountant

- Files your taxes and advise on business deductions
- Helps calculate estimated taxes, retirement contributions, best way to file
- ★ Bookkeeper (sometimes the same person as your accountant)
  - Tracks business income and expenses
  - Runs profit and loss statements



### Your financial team

### ★ Financial planner/coach

- High level business planning and can advise on cash flow, biz structure, insurance, retirement
- Plan how biz and personal finances flow together

### Attorney

- Helping set up business entity
- Reviewing and creating contracts
- Helping with trademark and copyright needs

### SHARE IN CHAT



### Good peer pressure:

Share something you learned today that you plan to start working on/implementing/integrating into your life immediately!

