

NVCA BOARD OF DIRECTORS HANDBOOK



Introduction and Orientation

Welcome to our incoming NVCA Board of Directors! You have been hand-selected and approved by your peers to serve the venture industry at the national level as a member of its trade association's board. Your term is four years; however, it may be the fastest four years of your venture career! Most people describe their service as exhilarating and fast-paced, and while you already have experience serving on the boards of your portfolio companies, serving on the NVCA board is unlike anything you have ever done before.

Your service will span all aspects of the association's activities, whether interfacing with the White House, Congress, and federal agencies; to speaking on behalf of the association at events and with members of the press to better equip your firm and your peers to be aware of the VC industry's issues.

Board meetings are held quarterly with working groups and meetings taking place in between. Attendance is, of course, encouraged at all board meetings, but we recognize and respect that your family, your firm, and your portfolio companies come first. If you are unable to attend a meeting, it is important for you to let us know ahead of time so that we can brief you on the content of those meetings and get your feedback and sign-off on any time-sensitive action items that require the approval of the board. This handbook is intended to give you an overview of NVCA and Venture Forward activities, a snapshot of the current state of play, as well as provide a reference to core materials that are key to our association.

Thank you for your board service,
Bobby

Bobby Franklin
President & CEO

Key contact info:

Kisme Williams
Director of Operations
kwilliams@nvca.org
25 Massachusetts Avenue, NW
Suite 730
Washington, DC 20001

Other Resources

Website: www.nvca.org
Blog: <http://nvca.org/blog/>
Twitter: <http://twitter.com/nvca>
LinkedIn: <https://www.linkedin.com/company/national-venture-capital-association>
VenturePAC: <https://www.venturepac.org>
Venture Forward: <https://ventureforward.org/>

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I. NVCA

A. History & Overview

NVCA Background and Purpose

The National Venture Capital Association (NVCA) empowers the next generation of transformative American companies that will fuel the economy of tomorrow. Since its establishment in 1973, NVCA has worked to foster a greater understanding of the importance of venture capital to the U.S. economy and support entrepreneurial activity and innovation. As the voice of the U.S. venture capital and startup community, NVCA advocates for public policy that supports the American entrepreneurial ecosystem. Serving the venture community as the preeminent trade association, NVCA arms the venture community for success, serving as the leading resource for venture capital data, practical education, peer-led initiatives, and networking. Additional information about NVCA can be found at www.nvca.org.

Check out the opportunities that NVCA provides to its members [here](#).

Membership in NVCA

NVCA membership is open to all venture capital firms, corporate venture capital investors, and individuals who are responsible for managing a pool of risk equity for investment in young, developing U.S.-based companies.

New members are accepted throughout the year and annual dues are based on the sum of committed capital within the past 10 years. Firms interested in joining should complete this [form](#) or contact Jason Vita at jvita@nvca.org.

Special membership categories (and fee for annual membership):

- Student – \$100 (*not actively promoted*)
- Individual – \$500 (*not actively promoted*)
- University Program – \$1,500
- Family Office – Based on capital committed to VC (fund and direct) investments only; VC fund investments at 50% of Committed Capital rate ([see table under FAQ](#))
- Fund of Funds – 50% of Committed Capital rate for fund investments plus regular rate for direct investments
- CVCs – \$10,000 (investing off the balance sheet). CVCs with dedicated funds pay based on the standard fee schedule [here](#)

Professional Standards

Membership in NVCA implies support of the venture capital industry, with an emphasis on the advancement of technological innovation and job creation.

Members will conduct their business in a professional way and will not engage in practices that would be damaging to the image of the venture capital industry.

Members will avoid financing enterprises or participating in activities that are inimical to these goals.

Members will know the true source of all significant investment capital in their funds and will not represent major "blind" pools of capital. Members will not seek investment capital from foreign governments or sources deemed to be hostile to the United States by the State Department of the United States.

Members will take a long-term view of the economy and venture capital industry to build value over a period of time, rather than engage in short-term speculations.

Members will be accountable to their investors with fully disclosed operating and financial reports.

Members will abide by the decisions of a Professional Standards Committee that may be instituted by the NVCA Board of Directors to investigate and remedy any questionable terms of conduct brought to their attention.

B. Structure and Key Services

NVCA has a full-time staff of 16 professionals and is run by its President & CEO, who reports to the Board of Directors. The association also works with a variety of consultants to further the work of the organization.

The NVCA Board of Directors oversees the organization's business plan and its staff by engaging in committee work set forth to fulfill the needs of its membership.

NVCA works in conjunction with local and regional venture trade associations throughout the country such as New England, Mid-Atlantic, West Coast, Midwest, Rocky Mountains, etc. to promote their activities and further NVCA's message. NVCA also partners with these state and regional associations to assist with grassroots advocacy when we need to reach lawmakers at the state level. However, these organizations are separately organized and funded, with no mutual membership agreements or operational agendas.

The principal source of revenue for NVCA comes from membership dues, which are assessed to its members on a sliding scale based upon a member firm's 10 year committed capital dedicated to venture investing or a set flat fee (for individuals, students, and corporate venture firms investing off of the balance sheet). Other sources of revenue include event registration fees and program sponsorships.

The primary role of NVCA is advocacy. In its earliest days, NVCA was founded to lobby lawmakers on policies that were important to the venture capital industry and capital market formation. That tradition continues today with NVCA's focus on federal policies that advance the entrepreneurial ecosystem through legislation and regulation that impact and encourage economic growth, innovation, and entrepreneurship.

NVCA also has a political action committee, Venture PAC. VenturePAC is important to help advance our policy goals and support the election of individuals that advocate for NVCA legislative priorities.

Additionally, NVCA provides a number of benefits and discounted services to its membership through the Preferred Providers Program. More details about this Program, including participating partners, can be found [here](#).

C. Staff Biographies

Rhianon Anderson

Senior Programs Director, Venture Forward

Location: San Francisco, CA

Phone: 415.273.0652

[Email](#)

[LinkedIn](#)



Fun Facts:

- Lived in 3 different countries
- Family had a pet llama growing up
- Serves on a competitive trivia team

Contact Me About:

- Venture Forward
- Diversity, Equity & Inclusion in VC

Bio:

Rhianon Anderson serves as the Senior Programs Director for Venture Forward, a nonprofit launched by NVCA to support the US venture capital ecosystem. She works on efforts to expand diversity, equity and inclusion, and to ensure that members of the VC community have access to the support and resources they need to thrive.

Before joining Venture Forward, Rhianon spent several years working on program operations for Girls Who Code, a nonprofit dedicated to closing the gender gap in the tech sector. At Girls Who Code, she oversaw nationwide efforts to ensure high-quality program delivery, and to scale programs that served tens of thousands of students.

Previously, Rhianon served as the Director of the Congressional App Challenge, a bipartisan congressional initiative aimed at expanding STEM education opportunities across the country. As the program's founding Director, she launched and oversaw the execution of more than 240 challenges in congressional districts across 33 states.

Rhianon received her Master's in Public Policy from UC Los Angeles. She specialized in tech policy and spent a year researching economic development mechanisms to support the growth of LA's startup community. During her time at UCLA, she also worked for the Luskin Center for Innovation, researching conditions faced by women and other underrepresented demographic groups within the tech community.

Gillian Carney

Public Policy Coordinator

Location: Washington, DC

Phone: 202.838.0134

[Email](#)

[LinkedIn](#)



Fun Facts:

- Born in Anchorage, Alaska
- Ran 8 half-marathons and is training for #9
- Known to be early for being early

Contact Me About:

- VenturePAC
- NVCA Peer Groups

Bio:

Gillian Carney serves as the Public Policy Coordinator at the National Venture Capital Association, where she assists in the management of VenturePAC operations, integrates public policy efforts across the association, and coordinates functions of the public policy department.

Prior to joining NVCA in January 2022, Gillian was a legislative intern for Congresswoman Mary Gay Scanlon (D-PA). Gillian has previously worked for various local and state politicians and their campaigns. Gillian graduated from the University of Miami in 2021 with a Bachelor of Arts in Political Science.

Robin Ceppos

Communications Manager

Location: Washington, DC

Phone: 202.864.5921

[Email](#)

[LinkedIn](#)



Fun Facts:

- Worked on four political campaigns
- Born and raised in Silicon Valley
- Travel enthusiast with a severe case of wanderlust

Contact Me About:

- Social/Digital Strategy
- Content Creation
- Media Relations
- Strategic Communications Group

Bio:

Robin serves as the Communications Manager at the National Venture Capital Association, where she enhances day-to-day external and internal relations for NVCA while utilizing her expertise in content creation, storytelling, and data to elevate NVCA's long-term communications strategy. As a conscientious leader, Robin is integral to the forward-looking investments NVCA makes in the greater venture capital and startup communities.

Prior to joining NVCA, Robin served as Publicity Manger at the Brookings Institution where she cultivated relationships with and pitched new research to public-policy influencers, congressional staffers, and the media resulting in real impacts in public policy. Robin also served as the Public Relations Specialist at Hunton Andrews Kurth LLP where she implemented new systems to accommodate the firm's merger (including launching a joint intranet for 2,000+ staff) and inaugurated a tiered press plan to introduce the firm's rebrand in new markets.

Robin earned a master's degree in political management from The George Washington University and a Bachelor of Arts from Louisiana State University.

Justin Field

Chief Strategy Officer

Location: Washington, D.C.

Phone: 202.864.5929

[Email](#)

[LinkedIn](#)



Facts:

- Lover of all things outdoors: Hiking, skiing, camping, you name it
- Loves cooking (particularly BBQ)
- Enjoys reading lots of nonfiction plus anything by Kurt Vonnegut

Bio:

Justin joined NVCA in September 2014 and focuses on tax policy, capital formation, regulatory and climate and sustainability issues. During his time at NVCA, Justin has participated in a range of critical policy debates including the 2020 CARES Act, US Innovation and Competition Act, the Build Back Better Act, the Tax Cuts and Jobs Act, regulatory changes to the Volcker Rule for VC funds, and JOBS Act 3.0. He acts as liaison to the Climate and Sustainability Working Group, the SSBCI Working Group, the Blockchain Technology Working Group, and the Growth Equity Group.

Prior to joining NVCA, Justin spent twelve years on Capitol Hill serving as an aide to a House leadership office and then with the office of United States Senator Robert Menendez (D-NJ) where he was chiefly responsible for tax issues and the Senator's work on the Senate Finance Committee. In addition to managing Menendez's tax portfolio, Justin was also responsible for a number of other issues including telecommunications, technology, and federal science policy.

Field graduated from the University of Arizona with a Bachelor of Arts in Political Science and Business.

Bobby Franklin

President & CEO

Location: Washington, DC

Phone: 202.864.5925

[Email](#)

[LinkedIn](#)



Fun Facts:

- Latest project: 1970 Chevrolet C10 pickup truck
- Youth competitive water skier in slalom, tricks, and jump
- High school pole vaulter

Bio:

Since 2013, Bobby Franklin has led the venture community's preeminent trade association focused on empowering the next generation of transformative American companies. As president and CEO of the National Venture Capital Association, he champions public policy that supports the American entrepreneurial ecosystem, making NVCA the dominant voice of the U.S startup ecosystem.

In 2020, Franklin led the launch of Venture Forward, NVCA's connected organization which drives the industry's human capital by promoting a strong, diverse, and inclusive venture community that will fuel the economy of tomorrow. Through its VC University program, Venture Forward has educated more than 1500 aspiring and early career VCs, many from historically underrepresented communities.

In 2022, he started hosting NVCA's first-ever podcast called Venture Capitol. The show provides listeners a unique look at public policy through the eyes of America's venture capitalists who are investing in the high growth companies of tomorrow. The podcast brings together VCs, policymakers, and policy influencers to discuss and debate issues that impact our nation's economic future.

Prior to joining NVCA Franklin spent ten years at CTIA, representing the entire wireless industry. Before CTIA, he served as Vice President, Federal Government Affairs and head of Alltel's Washington, D.C. office. Franklin began his professional career with eight years of experience on Capitol Hill working for Senator David Pryor (D-AR).

Franklin earned his B.S.B.A. in Finance and Banking from the University of Arkansas. He and his wife, Julia, have three young adults and reside in Arlington, VA.

Maryam Haque

Executive Director, Venture Forward

Location: San Francisco, CA

Phone: 415.273.0651

[Email](#)

[LinkedIn](#)

[Twitter: @nighthaque](#)



Facts:

- Born Southerner: spent her first 18 years in Mississippi
- Football (i.e., soccer) fanatic: go Chelsea!
- Wanderlust: favorites so far have been Malta (pre-GoT), Rio de Janeiro (where she first met Bobby Franklin!), & walking the last 100km of the Camino de Santiago

Contact Me About:

- Venture Forward, including donating, sponsoring, or partnering on initiatives
- Diversity, Equity & Inclusion in VC
- Educational programs and opportunities

Bio:

Maryam serves as Executive Director of Venture Forward, NVCA's 501(c)(3) nonprofit supporting organization focused on shaping the future of venture capital.

Before transitioning to launch and lead Venture Forward, Maryam was the Senior Vice President of Industry Advancement at NVCA, where she led NVCA's initiatives focused on advancing the venture industry – research and data, education, and diversity and inclusion, and incubated several Venture Forward initiatives. She developed and managed the PitchBook-NVCA partnership and the production of the quarterly PitchBook-NVCA Venture Monitor, as well as served as managing editor for the annual NVCA Yearbook. She spearheaded the creation and execution of several educational programs including VC University, LP Office Hours, and the Stanford/NVCA Venture Capital Symposium. She also co-created the VC Human Capital Survey in partnership with Deloitte.

Maryam is based in San Francisco and established NVCA's West Coast office there in 2017 after joining the team in 2015 at NVCA's Washington, D.C. headquarters.

Prior to joining NVCA, Maryam managed the research department at EMPEA, the global industry association for private capital in emerging markets, as Senior Director of Research. Before EMPEA, she was a Senior Research Analyst in the Private Equity & Venture Capital division of Dow Jones & Company.

Maryam is a graduate of Carnegie Mellon University.

Savanna Maloney

Communications Coordinator

Location: Washington, D.C.

Phone: 202.838.0136

[Email](#)

[LinkedIn](#)



Fun Facts:

- On a quest to see all 30 MLB ballparks
- Travel enthusiast
- Loves spending time with family & friends

Contact Me About:

- Social/Digital Strategy
- Content Creation

Bio:

Savanna Maloney is the Communications Coordinator at National Venture Capital Association. Prior to joining NVCA in January 2022, Savanna worked as the Digital Media Associate for Better Medicare Alliance. Savanna is a graduate of the University of Florida where she obtained her bachelor's degree in Sport Management and a certificate in Digital Marketing.

Christina Martin

Chief Operating Officer

Location: Washington, D.C.

Phone: 202.838.0151

[Email](#)

[LinkedIn](#)



Facts:

- Have passport, will travel. Visited all 50 states and over 54 countries...and counting
- 100% American, 50% Cuban. Uniquely Kansan. Rock Chalk!
- Happiest in a flower garden

Bio:

Most recently, Martin was Senior Vice President for Global Communications and Public Affairs for the Internet Association. She served on the management teams of the Securities Industry and Financial Markets Association (SIFMA) as Senior Managing Director for Global Strategic Communications and Senior Vice President for Public Affairs at CTIA – The Wireless Association.

Martin has been actively engaged in sustainability issues including renewable energy, green chemicals, and plant-based products and packaging in her past positions as Executive Vice President of the Renewable Fuels Association and the Corn Refiners Association. As Chairwoman of the Board of Directors of Green Seal, an environmental standards and certification non-profit, she was additionally credited with diversity efforts.

Martin also brings to NVCA extensive political experience having served at the White House, the Office of the Governor of Iowa, as well as multiple positions on Capitol Hill, including as spokesperson for Speaker of the House and Chief of Staff to a California Member of Congress. She is a veteran of three presidential campaigns and served as a Fellow at the Institute of Politics at Harvard University. Martin graduated from the University of Kansas with a degree in economics.

Sarah Mattina

Marketing & Communications Director, Venture Forward

Location: San Francisco, CA

Phone: 415.273.0655

[Email](#)

[LinkedIn](#)



Facts:

- Rides horses
- Used to be a spin instructor
- Was in choir for nine years

Contact Me About:

- Venture Forward
- Diversity, Equity & Inclusion in VC

Bio:

Sarah serves as the Marketing & Communications Director of Venture Forward, NVCA's 501(c)(3) nonprofit supporting organization focused on shaping the future of venture capital. She amplifies Venture Forward's mission through content creation, storytelling, and data to expand diversity, equity and inclusion efforts within the VC community.

Prior to joining Venture Forward, Sarah led communications at JetBlue Ventures, the venture capital subsidiary of JetBlue Airways. There, she handled the internal and external communications for the firm – including media relations, brand partnerships, and event engagement – and advised its portfolio companies on these efforts during key milestones. She also spearheaded the company's rebrand and ran its first ever Sustainable Travel Summit.

Previously Sarah worked in the communications department at Southwest Airlines. She received her B.A. in Communications from Miami University.

Jonas Murphy

Manager of Government Affairs

Location: Washington, D.C.

Phone: 202.864.5931

[Email](#)

[LinkedIn](#)



Facts:

- Philadelphia area native (Go Eagles!)
- Enjoy traveling and the outdoors; always looking for a good hiking trail
- Bucket list: earn a pilot's license and fly to every continent

Contact Me About:

- VenturePAC
- Tax Policy
- Climate Policy
- SSBCI

Bio:

Jonas Murphy serves as Manager of Government Affairs at NVCA. He works on various policy initiatives that impact the U.S. venture ecosystem and manages the NVCA Political Action Committee.

Prior to joining NVCA in February 2020, Jonas was a Legislative Correspondent for Senator Robert Casey, Jr. (D-PA) where he supported the senator's work on the Senate Finance Committee focusing on tax and trade policy. Jonas' portfolio also included financial services, pensions, and labor issues. Previously, he was a Staff Assistant in Senator Casey's office while also serving as the senator's driver in Washington, D.C. Prior to joining Senator Casey's office in January 2017, Jonas was a Finance Assistant for Rep. Ann McLane Kuster's re-election campaign in New Hampshire's 2nd Congressional District.

Jonas is a graduate of the University of Illinois at Urbana-Champaign.

Charlotte Savercool

Vice President of Government Affairs

Location: Washington, D.C.

Phone: 202.864.5928

[Email](#)

[LinkedIn](#)



Facts:

- Part of the world's 10% population of lefties
- Listened to the Hamilton soundtrack at least 100 times
- Has 46 first cousins

Contact Me About:

- CFO Task Force
- Volcker Rule
- Basic Research & Technology Transfer

Bio:

Charlotte Savercool serves as Vice President of Government Affairs at the National Venture Capital Association, where she works on various policy initiatives that impact NVCA members and manages the NVCA Political Action Committee. In addition, Charlotte leads the CFO Task Force, a peer group comprised of member firm's CFOs and senior finance professionals.

Prior to joining NVCA in November 2016, Charlotte spent six years on Capitol Hill as staff for the U.S. House Energy and Commerce Committee. Her most recent role was Professional Staff Member, advising Chairman Fred Upton (R-MI) and Greg Walden (R-OR) on communications and technology policy. Charlotte also served as a Legislative Clerk and Legislative Coordinator, where she was responsible for a number of official committee business matters. Charlotte graduated from Virginia Tech with a Bachelor of Arts in Political Science.

MiChele Solomon

Senior Director of Administration

Location: Washington, D.C.

Phone: 202.864.5924

[Email](#)

[LinkedIn](#)



Facts:

- Loves seafood
- Bucket list item is to meet Barack & Michelle Obama
- Family means the world to MiChele

Contact Me About:

- Office Management
- Accounts Payable/Receivable

Bio:

MiChele Solomon serves as the Director of Administration at NVCA. In this role, MiChele is responsible for the strategic planning, development and oversight of the association's administrative and human resource functions.

Prior to NVCA, MiChele was the Director of Registration and Customer Service for CTIA-The Wireless Association. She was with CTIA for 27 years, serving as staff assistant, Membership Coordinator, IT Database Manager, and Registration Manager, before becoming Director of Registration and Customer Service. During her 27 years at CTIA, MiChele worked with four CTIA Presidents (including former FCC Chairman Thomas E. Wheeler, and former Congressman and NFL Hall of Famer Steve Largent), and hundreds of key industry players and member companies, supporting 46 conventions as they grew from 800 to 36,000 attendees. MiChele was also CTIA's liaison with the FCC's Mobile Services division, responsible for tracking all cellular markets as they were launched.

She is a graduate of East Carolina University with a Bachelor of Science in Business Education.

Shiloh Tillemann-Dick

Research Director

Location: Washington, D.C.

Phone: 202.864.5916

[Email](#)

[LinkedIn](#)



Facts:

- Has 11 siblings
- Perfected the art of making DippinDots at home thanks to his local welding supply shop
- Serves as his apartment building's semi-official bike mechanic

Contact Me About:

- Market & Policy Research
- Academic & Industry Collaborations on Analytical Work

Bio:

Shiloh Tillemann-Dick serves as the Research Director at NVCA. His work focuses on the development of qualitative and quantitative analytical products which provide the rest of the team with the material they need to tell NVCA's story.

Shiloh's career has focused on combining heaping portions of quantitative and qualitative data, seasoning them with judgement, and serving up the insights necessary for organizations to thrive. Before joining NVCA Shiloh was the Political Director at the Leadership Now Project, where he developed the organization's political strategy, oversaw expansion into eight new states, and organized the group's 2022 candidate program. Previously, he led the analytics group at Johns Hopkins Technology Ventures where his work focused on bringing the work of the Johns Hopkins Community from the bench to the marketplace. He also led analytics at the City of Baltimore and managed the big-data buildout for Marriott International, including the data integration for its 2016 merger with Starwood Hotels.

Shiloh is a graduate of Yale University and has lectured on analytics, public policy, and project management at the University of Maryland.

Jason Vita

Vice President of Business Development

Location: Washington, DC

Phone: 202. 864.5918

[Email](#)

[LinkedIn](#)



Facts:

- Marathon runner
- Golfs and surfs (but not very well!)
- Certified yoga instructor

Contact Me About:

- Sponsorship
- Industry Relations
- Programming
- Webinars
- Partnerships

Bio:

Jason's background includes 13+ years of experience in business development and project management. As a Director on the Development team at NVCA, Jason brings a unique blend of experience from a publicly-traded company, start-up, Senate Office, and trade association.

Jason initiated his career on the business development team at PRA Group, Inc., a global leader in the acquisition of non-performing financial assets. This experience spurred an interest in financial services public policy and prompted a move to Washington D.C. where Jason worked for a startup and in the U.S. Senate. In his most recent role, Jason served on the Membership and Development team at the National LGBT Chamber of Commerce where he strengthened relationships with its 300+ corporate members.

Jason received a B.A. and M.B.A. from the College of William and Mary in Williamsburg, VA and earned a graduate certificate in Corporate Finance from Georgetown University.

In his spare time, you can find Jason hiking at his weekend retreat in Sperryville, VA, teaching yoga classes at the U.S. House of Representatives, or boxing at Madabolic.

Kisme Williams

Director of Operations

Location: Washington, D.C.

Phone: 202.864.5922

[Email](#)

[LinkedIn](#)



Facts:

- Always listening to Yacht Rock Radio
- Marine Corps Marathon finisher
- Yes, her birth name is Kisme (pronounced Kiss Me)

Contact Me About:

- Board of Directors Liaison
- Office Management

Bio:

Kisme Williams serves as the Director of Operations at NVCA. In this role, Kisme is responsible for the strategic planning, development, and oversight of the association's operational functions. She also helps support the administrative needs of NVCA's President and CEO Bobby Franklin and is the liaison for the board of directors.

Prior to joining NVCA in October 2021, Kisme was the Director of Marketing for the American Telemedicine Association where she supported the adoption of telehealth and launched the first-ever national Telehealth Awareness Week recognized by a bipartisan, bicameral resolution from the U.S. Congress. Previously, she was focused on event management within the legal industry and organizational development for non-profit associations.

Kisme attended the University of Virginia and Trinity College in Washington, DC. She and her husband have two boys and reside in Maryland.

Jennifer Zemel

Member Operations and Experiences Manager

Location: Washington, DC

Phone: 202.864.5923

[Email](#)

[LinkedIn](#)



Facts:

- Tries to read 100 books a year
- Climbed to the top of Machu Picchu
- Invested in any and all pop culture news

Contact Me About:

- Events
- Industry Relations

Bio:

Jenny Zemel serves as Manager, Special Projects where she provides interdepartmental support on a variety of projects for both the NVCA team and Venture Forward team.

Jenny graduated from the University of Maryland, College Park with a degree in Kinesiology. After many years in the customer service industry, most recently as the Studio Manager at Flywheel Sports – Dupont, Jenny joined the NVCA team in April 2021.

D. “How to Be Effective in Washington” Overview

The best advocates for venture capital are those in the venture industry. Therefore, the staff of NVCA works to get members of our industry in front of policymakers in the administration and in Congress. If you plan to be in Washington, please do not hesitate to call NVCA. With some advanced notice, NVCA staff can usually get appointments for you with key policymakers or can help you prepare for the meetings you have set up for yourself.

The preparation and advice for your meeting(s) will vary according to the specifics but here are some general guidelines to keep in mind:

- If you, your partners or portfolio companies are planning to come to Washington, please contact [Justin Field](#) (202.864.5929; [Charlotte Savercool](#) (202.864.5928), [Jonas Murphy](#) (202.864.5931), or [Gillian Carney](#) (202.838.0134). We would be happy to update you on the status of a particular policy issue or prepare talking points so that our industry is speaking with one unified voice on policy matters.
- The NVCA staff can give you background on our relationship with congressional offices and the individuals with whom you meet.
- In many cases, it makes sense to have an NVCA staff member accompany you to a meeting. In other circumstances, it may be beneficial to have you visit an office separately. We can share with you any strategic and political sensitivities that you should be aware of before you hold your meeting.
- Please give us a call or drop us an email letting us know how the meeting went and note any follow-up items, which we can help complete.

Lastly, please feel free to utilize the NVCA offices for any reason when you are in town. We are conveniently located in Washington, D.C. near the Capitol building, Metro lines, and the Amtrak station.

E. Policy Position Summaries & Talking Points

NVCA authors position papers on issues and legislation that are priorities for the industry. They are generally focused on federal legislation and regulations that are currently before Congress, the administration, and regulatory agencies. These documents form the basis of NVCA's public policy agenda and contain core information that every Director should be familiar with in the event you are called on to speak publicly on an issue. NVCA may ask you to speak with someone from the media or you may be asked to meet with your local representative on any of these topics.

Policy updates and NVCA's positions are frequently discussed during board meetings. Talking points are distributed to the Board of Directors and are often not for distribution to the public.

You should always feel free to reach out to staff for background information, talking points, or the status of legislation and/or regulatory matters.

F. NVCA Board Role and Responsibilities

Serving on the NVCA Board of Directors is both an honor and a responsibility. As board members, your responsibility is to our membership and to our industry, with its distinguished history of service to the American economy. Those who have come before you have worked tirelessly to ensure that policymakers allow this great industry to continue to flourish. Among the many trade associations that work in Washington, NVCA enjoys a long and respected history of helping key decision-makers understand how critical entrepreneurship and venture capital are to American opportunity and competitiveness. And, NVCA has been well served by some of the most respected participants in the venture capital industry, including former NVCA Board of Directors Chairs noted below.

To assist you in discharging this important responsibility, the following list provides a set of duties associated with NVCA board membership:

- Attend every annual Leadership Gala and ensure that as many members of your partnership do so as well.
- Attend all board meetings.
- Each Director is expected to pay any expenses associated with attending NVCA events.
- Work actively on committees and working groups you have joined; attend all meetings.
- Volunteer to contribute your time and help whenever the mission can benefit.

- Ensure that you and your fellow partners contribute to [VenturePAC](#) and [Venture Forward](#) as generously as possible.
- Stand ready to respond promptly with help and guidance when staff members call on you.
- Make the staff aware of any planned meetings with policymakers so that you can be fully briefed on the policy goals of NVCA beforehand; debrief with the staff afterwards.
- Entrepreneurs are often our most compelling lobbyists. Enlist the help of those executives and founders you know who can best advocate for the policies NVCA supports.
- Be an enthusiastic advocate for NVCA and its mission in interactions with all members of the industry and the policymaking community.
- Consider the interests of the membership at large, which may be different from your firm's specific interests on important issues.
- Work to ensure the efficient transition of institutional knowledge to those that will inherit your role when you step down.

This list is, of course, not exhaustive. But it serves as a starting point to ensure that you understand the scope of the responsibilities you are taking on with service on the NVCA Board of Directors. If for any reason, you feel you are unable to fully meet this set of expectations, please make the Board Chair aware. In the meantime, we wish you all the best in the adventure you are about to undertake. Those who have gone before you have described their experience on the Board as an exhilarating and rewarding learning experience unique to their professional life. *Welcome!*

G. NVCA Board Chairs

Term	Name	Firm
1973 - 1974	E.F. Heizer, Jr.*	Heizer Corporation
1975 - 1976	Charles Lea, Jr.	New Court Securities Corporation
1976 - 1977	Pete Bancroft, III *	Bessemer Securities Corporation
1977 - 1978	David Morgenthaler *	Morgenthaler Associates
1978 - 1979	Reid Dennis	Institutional Venture Associates
1979 - 1980	Stanley Golder *	First Chicago Investment Corporation
1980 - 1981	Thomas Perkins *	Kleiner Perkins Caulfield & Byers
1981 - 1982	Morton (Mort) Collins *	Battelle Ventures
1982 - 1983	Michael Bell	Hixon Venture Company
1983 - 1984	Daniel Gregory *	Greylock Management Corporation
1984 - 1985	B. Kipling Hagopian	Brentwood Associates
1985 - 1986	Christopher Brody	Warburg, Pincus Ventures, Inc.
1986 - 1987	Burt McMurtry *	Technology Venture Investors
1987 - 1988	James (Jim) Swartz	Accel Partners
1988 - 1989	Frank Caufield *	Kleiner Perkins Caulfield & Byers
1989 - 1990	Ted McCourtney	Venrock Associates
1990 - 1991	Robert Pavey	Morgenthaler Ventures
1991 - 1992	Robert Alsop *	Allsop Venture Partners
1992 - 1993	Richard Kramlich	New Enterprise Associates
1993 - 1994	William Egan	Burr, Egan, Deleage & Co.
1994 - 1995	Patricia Cloherty *	Alan Patricof Associates, Inc.
1995 - 1996	James Morgan	Morgan, Holland Ventures Corporation
1996 - 1997	Carl Thoma	Golder, Thoma & Cressy, Rauner, Inc.
1997 - 1998	Brian Dovey	Domanin Associates
1998 - 1999	M. Kathy Behrens	Robertson, Stephens & Company
1999 - 2000	John Martinson	Edison Venture Fund
2000 - 2001	Richard Kroon	Sprout Group
2001 - 2002	Thomas McConnell	New Enterprise Associates
2002 - 2003	Howard Cox, Jr.	Greylock
2003 - 2004	Jeffrey Harris	E.M. Warburg Pincus & Co., LLC
2004 - 2005	Jim Breyer	Accel Partners
2005 - 2006	Joseph Aragona	Austin Ventures
2006 - 2007	Bob Grady	Gryphon Investors
2007 - 2008	Ted Schlein	Kleiner Perkins Caulfield & Byers
2008 - 2009	Dixon Doll	DCM
2009 - 2010	Terry McGuire	Polaris Venture Partners

Term	Name	Firm
2010 - 2011	Kate Mitchell	Scale Venture Partners
2011- 2012	Paul Maeder	Highland Capital Partners
2012 - 2013	Ray Rothrock	Venrock Associates
2013 - 2014	Josh Green	Mohr, Davidow Ventures
2014 - 2015	Scott Sandell	New Enterprise Associates
2015 – 2016	Jon Callaghan	True Ventures
2016 – 2017	Venky Ganesan	Menlo Ventures
2017 – 2018	Scott Kupor	Andreessen Horowitz
2018 – 2019	Alexis Borisy	Third Rock Ventures
2019 – 2020	Jan Garfinkle	Arboretum Ventures
2020 – 2021	Barry Eggers	Lightspeed Venture Partners
2021 – 2022	Michael Brown	Battery Ventures
2022 – 2023	Emily Melton	Threshold Ventures
2023 – 2024	Charles Hudson	Precursor Ventures

**deceased*

H. NVCA Board of Directors – 2023-2024

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I. NVCA Board of Directors Terms

Directors	Firm Name	Location
<i>Elected 2019 – Board Chair 2023-2024</i>		
Charles Hudson	Precursor Ventures	San Francisco, CA
<i>Elected 2020 – Term Expire 2024</i>		
Byron Deeter	Bessemer Venture Partners	Redwood City, CA
Carmen Palafox	MiLA Capital	Los Angeles, CA
Greg Sands	Costanoa Ventures	Palo Alto, CA
Jill Jarrett	Benchmark	Woodside, CA
Kirk Nielson	Vensana Capital	Minneapolis, MN
Peter Chung	Summit Partners, L.P.	Menlo Park, CA
Scott Dorsey	High Alpha	Indianapolis, IN
<i>Elected 2021 – Term Expire 2025</i>		
Daniel Levine	Accel	Palo Alto, CA
David Hall	Revolution	Washington, DC
Don Vieira	Sequoia	Menlo Park, CA
Hilary Gosher	Insight Partners	New York, NY
Kristina Burrow	ARCH Venture Partners	Hudson, WI
Mamoon Hamid	Kleiner Perkins	Menlo Park, CA
Nick Washburn	Intel Capital	Santa Clara, CA
Vineeta Agarwala	Andreesen Horowitz	Menlo Park, CA
<i>Elected 2022 – Term Expire 2026</i>		
Adam Valkin	General Catalyst	Boston, MA
Beezer Clarkson	Sapphire Partners	Austin, TX
Deena Shakir	Lux Capital	Menlo Park, CA
Gavin Christensen	Kickstart Fund	Salt Lake City, UT
Kirsten Green	Forerunner Ventures	San Francisco, CA
Nnamdi Okike	645 Ventures	New York, NY
Steve Socolof	Tech Council Ventures	New Brunswick, NJ
<i>Elected 2023 – Term Expire 2027</i>		
Molly Bonakdarpour	Drive Capital	Columbus, OH
David Danielson	Breakthrough Energy Ventures	Bethesda, MD
Shauntel Garvey	Reach Capital	Washington, DC
Jaelyn Freeman Hester	Foundry Group	Boulder, CO
Jeremy Liew	Lightspeed Venture Partners	San Francisco, CA
Rebecca Lucia	5AM Ventures	San Francisco, CA
John Neis	Venture Investors LLC	Madison, WI
David Wachter	W Capital Partners	New York, NY

J. 2023-2024 Board of Directors Meetings

Meeting Dates	Meeting Types	Current Time Format	Location
Thursday, May 11, 2023	Board of Directors Meeting	11:30a-3p PT	The Four Seasons San Francisco, CA
	2022 NVCA Leadership Gala	5p-9p PT	
Thursday, May 18, 2023	New Board Class Boot Camp	2p-4p ET	Zoom
Tuesday, September 19, 2023	Board of Directors Dinner	6p-9p ET	Washington, DC
Wednesday, September 20, 2023	Board of Directors Meeting	8a-12p ET	Washington, DC
Wednesday, December 6, 2023	Board of Directors Meeting	12p-3p ET	Zoom
Wednesday, February 7, 2024	Board of Directors Meeting	12p-3p ET	Zoom
May 2024 TBD	Board of Directors Meeting	11a-3p PT	San Francisco, CA
	NVCA Leadership Gala	5p-9p PT	

II. NVCA Research & Data

NVCA offers several [research and data resources](#) for members and the public, including:

- [PitchBook-NVCA Partnership](#) – PitchBook is NVCA's official data provider. Through this special partnership, NVCA produces joint research with PitchBook, offers exclusive PitchBook benefits for NVCA members, and provides the NVCA team with access to PitchBook data and research to reference and source in various advocacy needs.
- [PitchBook-NVCA Venture Monitor](#) – Jointly produced by NVCA and PitchBook, the PitchBook-NVCA Venture Monitor serves as the authoritative quarterly report on venture capital activity in the entrepreneurial ecosystem. A complete PDF report and an accompanying XLS data pack are available to members and the public.
- [NVCA Yearbook](#) – The annual NVCA Yearbook documents trends and analysis of venture capital activity in the United States from the past year and captures historical data and information about the venture industry's role in fueling entrepreneurship in America. The complete report and an accompanying data pack are available to members and the public in PDF form. An XLS data pack that includes supplemental data in addition to all data contained in the PDF data pack is available to members only.
- [Regional Data](#) – NVCA provides data on VC activity in different states via state 1-pagers, which can be helpful resources when speaking with policymakers across the country.
- [VC Human Capital Survey](#) – This biennial survey, conducted in partnership with Venture Forward and Deloitte, assesses the state of the US VC industry workforce, with a special focus on diversity, equity, and inclusion (DEI). The survey tracks data on workforce demographics and firm talent management practices. Three surveys have been conducted to date: 2016, 2018, 2020, and 2022. 100% of firms represented on the NVCA board member participated in the 2022 survey (4th edition), with a total of 315 total VC firms participating. View the [full report](#) and [interactive dashboard](#).
- [Employee Dynamics at VC-backed Companies](#) - Research from NVCA, Venture Forward, and the University of North Carolina Kenan Institute of Private Enterprise estimates and geographically maps employment at VC-backed companies headquartered in the U.S. at the state and congressional district levels, and analyzes the employment dynamics at VC-backed

companies from 1990 to 2020. Using company-level data for over 67,000 VC-backed companies that received venture financing dating back to 1970, we map the location of approximately 3.8 million jobs at VC-backed companies in 2020. [View the full report](#), [interactive dashboard](#), and [one-page infographic](#).

Contact Shiloh Tillemann-Dick, Research Director at stillemann-dick@nvca.org or research@nvca.org for more information.

III. NVCA Member Services and Benefits

Beyond our policy and advocacy work, NVCA has several partnerships with highly respected organizations to benefit members. NVCA also hosts events and offers programming to connect and educate VC firms in our community.

A. NVCA Member Benefits

PitchBook Discount – PitchBook is the official data provider of NVCA. All NVCA members receive free access to the PitchBook Platform, which includes five advanced searches and five profile views per month. Member firms also get 10% off a new subscription to the PitchBook Platform (up to a \$10,000 value) or one free, additional seat. If your firm was a PitchBook client prior to September 14, 2016, you will have the option of one of these two discounts at your next contract renewal. Learn more [here](#).

Preferred Provider Program: NVCA's Preferred Provider Program helps our members save time and money through special offers from exceptional partners. To see the full list of NVCA's Preferred Providers [here](#).

Series D.C. Newsletter: NVCA Members get exclusive access to NVCA's Series D.C. [newsletter](#), which brings you the inside scoop on what's happening in Washington relevant to VC.

Professional Development and Networking – Exclusive, high-impact, networking and educational opportunities through webinars, regional networking events and members-only programs. You can look at some of our current opportunities [here](#).

Industry Research & Data – NVCA sponsors and publishes important research about the venture industry, provides members complete and up-to-date industry statistics, and produces a variety of surveys to obtain member input and needs assessments. The quarterly [PitchBook-NVCA Venture Monitor](#) serves as the authoritative quarterly report on VC activity in the entrepreneurial ecosystem. The [NVCA Yearbook](#) is an annual compendium of data and insights on the VC industry. NVCA members have access to the members-only Excel data pack. If you are looking for additional data, please email research@nvca.org.

B. Additional Benefits

Advocacy – Targeted public policy efforts on Capitol Hill and at all relevant regulatory agencies.

Publications & Online Resources – NVCA's [Series D.C.](#) newsletter; NVCA's [Twitter](#) (@nvca) and [LinkedIn](#) accounts; NVCA [SmartBrief](#); and the NVCA [website](#) and [blog](#) keep members abreast of the latest trends, developments and resources.

Public Outreach – NVCA's spokespersons program facilitates introductions and relationships between journalists and members, while providing a human face to the venture process.

Model Legal Documents – A set of standardized legal templates appropriate for typical venture capital transactions, resulting in cost and time savings for members. NVCA also recently added sample H.R. policies, sample code of conduct policies, policies for addressing harassment, and policies for promoting a more diverse and inclusive ecosystem to this library of documents as resources for the industry.

Content Marketing Opportunities – As a member firm, your team has the opportunity to be featured in our [content blog series](#): *Member Spotlight* and *I or Building Better*. These member-oriented series uniquely promote your firm's brand and ongoing work to our external newsletter audience and website viewers. Contact Robin Ceppos (rceppos@nvca.org) if you are interested in getting your firm featured.

Job Board – All NVCA members may post open positions free of charge on our [Careers in VC page](#).

NVCA Peer Groups

CFO TASK FORCE

Highly engaged group of 100+ CFOs, COOs, and senior operations/finance professionals from NVCA member firms that participates in regular calls to discuss shared challenges and best practices in accounting, back-office operations, and financial reporting. The CFO Task Force meets for an annual two-day summit. CPE credit available.

CLIMATE & SUSTAINABILITY WORKING GROUP

Bringing together VCs working on solutions to climate challenges with a focus on the regulatory and legislative issues critical to the growth of a new energy economy, this group of 40+ VC funds across the country serves as a forum to discuss major issues in climate tech with policymakers. Includes six subgroups: energy sources and storage, transportation/infrastructure & mobility, emissions, agriculture & sustainability, manufacturing, and water & recycling.

CORPORATE VENTURE WORKSHOPS

Developed in consultation with NVCA's Corporate Venture Advisory Board, NVCA offers CVC Mentor Studio, peer-led learning sessions on topics of interest to our community, as well as CVC Technology & Innovation events, which examine thematic areas relevant to investing strategies.

GENERAL COUNSEL ADVISORY GROUP

Responsible for maintaining and updating the Model Legal Documents and providing guidance to NVCA on legislative and policy issues, the General Counsel Advisory Group includes VC GCs and outside counsels to venture firms and meets for the VCGC Annual Meeting as well as throughout the year on topical issues. Participation is by invitation only.

GROWTH EQUITY GROUP

Convenes growth equity investors across the country to ensure their voices are heard in public policy debates and to raise awareness of unique issues facing the asset class. New in 2021: subgroup for operators to exchange best practices.

HEALTHCARE INNOVATION GROUP

Gathers healthcare investors to educate policymakers on the critical role medical innovation plays in the U.S. healthcare system as well as discuss challenges currently facing the medical innovation ecosystem. This group also informs stakeholders on the complex development process for new drugs and devices.

STRATEGIC COMMUNICATIONS GROUP

"StratComm" convenes marketing, communications, and IR professionals from member firms to network, discuss best practices, and identify opportunities for collaboration on topics such as firm brand building, media relations, and crisis communications. Meets in person and virtually throughout the year.

BLOCKCHAIN WORKING GROUP

VC investors and the blockchain entrepreneurs they support engage in dynamic public policy conversations surrounding emerging technology.

All NVCA members are eligible to participate in Peer Groups. To learn more or get involved, contact membership@nvca.org.

IV. VenturePAC

Fundraising & Contributions

VenturePAC, NVCA's political action committee, is an integral part of the association's public policy program. VenturePAC enables the industry to support the election of those members of Congress who advocate for policies essential for a robust entrepreneurial ecosystem.

VenturePAC will solicit contributions from individuals at NVCA member firms who have been identified by their firm as voting members. Solicitations will be sent out via email, in person, or over the phone. Most often PAC contributions are made to lawmakers at events in Washington, D.C.

VenturePAC contributions to candidates, parties and PACs are managed by NVCA's public policy team. VenturePAC's Treasurer is Jonas Murphy.

As a reminder, you may personally contribute up to \$5,000 per calendar year.

- [Click here](#) to visit our new **credit card** contribution site.
- [Click here](#) to contribute via **personal wire or ACH**.
- Send **personal check** contributions to the mailing address below:

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Washington, DC 20001

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