A Desktop Guide For Nonprofit Directors Officers And Advisors Avoiding Trouble While Doing Good

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A DESKTOP GUIDE FOR NONPROFIT DIRECTORS, OFFICERS, AND ADVISORS: AVOIDING TROUBLE WHILE DOING GOOD Jack B. Siegel John C. Wiley & Sons, Inc. 2006 CD-ROM FILE CONTENTS [EXCERPTS] [EB NOTE: I set forth here, by class assignment number, those primary documents that are assigned - indicated by an asterisk - as well as those that are mentioned ...

A DESKTOP GUIDE FOR NONPROFIT DIRECTORS, OFFICERS, AND ...
One common step is to categorize donors, clients and members of the nonprofit organization by type, location, or by specific services they provide for the organization or its clients. In addition, many nonprofits especially those who depend extensively on the work of volunteers often find it helpful to track volunteers separately by entering them under the “other names list” menu item.

Nonprofit Accounting Basics: How to Customize QuickBooks ...
Find out where to get user guides, training, and pro advice for QuickBooks Desktop. Whether you’re a new or experienced user, these resources will give you the answers you need for QuickBooks Desktop. Get training and support Everything you need to know about QuickBooks is on our support site. Wheth...

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How to keep any nonprofit out of trouble, running smoothly, and accomplishing its mission "Jack Siegel--lawyer, accountant, management consultant, and computer whiz--takes the putative director or officer of a nonprofit organization on a useful and often entertaining voyage throughout the realm of the tax-exempt organizations universe, pointing out its quirks, foibles, and legal liabilities along the way. His handbook will make mandatory--and arresting--reading for those who are already serving as trustees, directors, officers, and key employees of exempt organizations, particularly charitable ones. Siegel's goal, in which he succeeds, is to help directors and officers of nonprofit organizations 'make better decisions.' The book is full of large policy analyses and paragraphs on the details, such as board size, board committees, board meeting formats, the contents of minutes, and the duties of officers. Salted with some excellent real-life examples, what also sets this book apart from most in its genre is the tone: the writing style, the brusqueness, the bluntness. He complains that too many directors 'check their good judgment at the boardroom door.' He advises individuals who 'desire agreement and demand adulation' to stay off boards; he insists on 'commitment' and 'institutional tension' with the executive director. He warns prospective directors that some organizations want, in addition to time and judgment, 'either your money or your ability to raise money.' To my delight, he extols the virtues of 'some level of expenditures' for qualified lawyers and accountants. Please join me in adding this most helpful handbook to your nonprofit library." --Bruce R. Hopkins, Attorney at Law, author of The Law of Tax-Exempt Organizations, Eighth Edition and Starting and Managing a Nonprofit Organization: A Legal Guide, Fourth Edition

The definitive, practical, go-to resource guide on helping all charities become more "green" Nonprofit Guide to Going Green is your comprehensive learning tool to guide nonprofits and NGOs towards becoming greener. A desktop reference for any charitable organization to become greener, this essential book gives your organization the support it needs to take proactive steps to protect the environment while fulfilling its mission. Timely and clearly written, with contributions from experts from around the globe, Nonprofit Guide to Going Green leads the way in helping charities in all countries meet this challenge. Helps nonprofits green their efforts and carbon footprint * Shows CEOs, presidents, deans, marketing officers, board members proactive steps they can take to protect the environment * Teaches how to do a self-audit and plan for a more environmentally sensitive future * Nonprofit Guide to Going Green delivers a timely and essential call to action for this new century. Can your organization afford not to "go green?"

Now in its second edition, Nonprofit Resources is a handy reference tool for all nonprofit professionals. With more than a thousand entries pointing readers to a wide variety of references in the nonprofit field, this accessible guide will provide users with a running start on researching any topic. Unique, user-friendly, and compiled by industry experts, Nonprofit Resources will point readers to key information sources on dozens of topics ranging from accounting to lobbying to volunteers.

Nonprofit Financial Planning Made Easy presents straightforward strategies to make financial management a more smooth and successful process. Filled with practical forms and checklists to aid you in planning and managing your organizations' financial resources, Nonprofit Financial Planning Made Easy equips your nonprofit with step-by-step solutions to the dilemmas involved in keeping financial resources and the mission in balance.

Solid guidance for the complex legal issues faced by international nonprofits When a nonprofit operates across borders, whether by making grants or directly operating programs, the interaction among legal requirements of two or more countries quickly becomes highly complex. How To Be A Global Nonprofit fills a need for legal and practical guidance for nonprofit organizations with international activities, and includes ten case studies to provide insights into the ways real organizations have dealt with various legal and practical issues. Along the way, it skillfully explores alternatives for advancing a nonprofit's mission across borders, while also looking at the legal and practical issues nonprofits encounter as they work internationally. Includes ten case studies based on interviews with large and small international nonprofits Offers a realistic sense of the complexity of legal and practical issues global nonprofits face Features a companion website with a variety of online tools and materials related to key concepts discussed in this book Not long ago international philanthropy was the province of large organizations like the Red Cross, UNICEF, and Save the Children. This has radically changed. How to Be a Global Nonprofit thoroughly explores the legal and practical issues nonprofits encounter as they work internationally and the resources required to deal with them.

How can nonprofit organizations and NGOs demonstrate accountability to stakeholders and show that they are using funds appropriately and delivering on their promises? Many nonprofit stakeholders, including funders and regulators, have few opportunities to observe nonprofit internal management and policies. Such information deficits make it difficult for 'principals' to differentiate credible nonprofits from less credible ones. This volume examines a key instrument employed by nonprofits to respond to these challenges: voluntary accountability clubs. These clubs are voluntary, rule-based governance systems created and sponsored by nongovernmental actors. By participating in accountability clubs, nonprofits agree to abide by certain rules regarding internal governance in order to send a signal of quality to key principals. Nonprofit voluntary programs are relatively new but are spreading rapidly across the globe. This book investigates how the emergence, design, and success of such initiatives vary across a range of sectors and institutional contexts in the United States, the Netherlands, Africa, and Central Europe.

Research Methods and Statistics for Public and Nonprofit Administrators: A Practical Guide is a comprehensive, easy-to-read, core text that thoroughly prepares readers to apply research methods and data analysis to the professional environments of public and non-profit administration. The authors expertly incorporate original case examples to demonstrate concepts using “real actors,” facing specific scenarios, in which research methods must be applied. This unique approach—presented in language accessible to both students new to research as well as current practitioners—guides the reader in fully understanding the research options detailed throughout the text.

Written by over 200 leading experts from over seventy countries, this handbook provides a comprehensive, state-of-the-art overview of the latest theory and research on volunteering, civic participation and nonprofit membership associations. The first handbook on the subject to be truly multinational and interdisciplinary in its authorship, it represents a major milestone for the discipline. Each chapter follows a rigorous theoretical structure examining definitions, historical background, key analytical issues, usable knowledge, and future trends and required research. The nine parts of the handbook cover the historical and conceptual background of the discipline; special types of volunteering; the major activity areas of volunteering and associations; influences on volunteering and association participation; the internal structures of associations; the internal processes of associations; the external environments of associations; the scope and impacts of volunteering and associations; and conclusions and future prospects. This handbook provides an essential reference work for third-sector research and practice, including a valuable glossary of terms defining over eighty key concepts. Sponsored by the International Council of Voluntarism, Civil Society, and Social Economy Researcher Associations (ICSERA; www.icsera.org), it will appeal to scholars, policymakers and practitioners, and helps to define the emergent academic discipline of voluntaristics.

Managing Technology to Meet Your Mission Managing Technology to Meet Your Mission??is a practical resource that will help nonprofit professionals make smart, strategic decisions about technology.??The book shows how to??effectively manage technology and offers practical advice for decision makers and staff alike who often have little or no experience with technology. With contributions from the top experts in the nonprofit technology field, this must-have guide addresses technology planning and people. It includes the tools you need to get the work done, and the knowledge that will help you communicate better, evaluate technology investments, raise money, and more. Written in nontechnical language the book covers a broad spectrum of topics including: Achieving IT Alignment with Your Mission STEVE HEYE, YMCA of the USA Managing Technology Change DAHNA GOLDSTEIN, PhilanTech Measuring the Return on Investment of Technology BETH KANTER, trainer, blogger and consultant IT Planning and Prioritizing PETER CAMPBELL, Earthjustice Finding and Keeping the Right People JAMES L. WEINBERG and CASSIE SCARANO, Commongood Careers Budgeting For and Funding Technology SCOTT MCCALLUM and KEITH R. THODE, Aidmatrix Foundation Introduction to IT and Systems KEVIN LO and WILLOW COOK, TechSoup Global Where Are Your Stakeholders, and What Are They Doing Online? MICHAEL CERVINO, Beaconfire Consulting Effective Online Communications JOHN KENYON, nonprofit technology strategist Effective Online Fundraising MADELINE STANIONIS, Watershed The Future of IT in Nonprofits EDWARD GRANGER-HAPP, Save the Children Praise for Managing Technology to Meet Your Mission “This invaluable guide for nonprofit leaders proves that nonprofit organizations can and should embrace technology, rather than being scared of or intimidated by it!” —KRISTIE FERKETICH, SENIOR STRATEGIST, GOOGLE GRANTS, GOOGLE INC. “NTEN’s Managing Technology to Meet Your Mission can help leaders craft a technology strategy that makes sense and builds ROI while also providing inspiration for their staff and supporters!??? —JONATHON D. COLMAN, ASSOCIATE DIRECTOR AND WEB EVANGELISTA, DIGITAL MARKETING, THE NATURE CONSERVANCY

Leaders of nonprofit organizations deliver programs and services vital to the quality of life in the United States. All the activities of our religious communities; the vast majority of the arts and culture, human services, and community development pursuits; as well as education and environmental advocacies take root and deliver their services within the nonprofit sector. Welcome to the world of leadership in nonprofit organizations. This sector offers an opportunity to serve as well as to lead. Leadership in Nonprofit Organizations: A Reference Handbook engages voices on issues and leadership topics important to those seeking to understand more about this dynamic sector of society. A major focus of this two-volume reference work is on the specific roles and skills required of the nonprofit leader in voluntary organizations. Key Features Presents contributions from a wide range of authors who reflect the variety, vibrancy, and creativity of the sector itself Provides an overview of the history of nonprofit organizations in our country Describes a robust and diverse assortment of organizations and opportunities for leadership Explores the nature of leadership and its complexity as exemplified in the nonprofit sector Includes topics such as personalities of nonprofit leaders; vision and starting a nonprofit organization; nonprofit law, statutes, taxation, and regulations; strategic management; financial management; collaboration; public relations for promoting a nonprofit organization; and human resource policies and procedures Nonprofit organizations are a large, independent, diverse, and dynamic part of our society. This landmark Handbook tackles issues relevant to leadership in the nonprofit realm, making it a welcome addition to any academic or public library.

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