

PADP4640: Introduction to the Nonprofit Sector

Fall 2020, Section 46642

Classroom: Baldwin Hall 311 (capacity: 15)

M/W/F 12:40-1:30

Format: F2F-Online-Remote Hybrid

INSTRUCTOR

Dr. Alex Combs

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Office Location: Baldwin Hall 278

Office Hours: M/F 1:30-3 or appointment (in-

"We should have
aggressive and wild
ambitions that are only
anchored by plans, not by
doubts."

- Stacey Abrams

"Plans are worthless, but
planning is everything."

- Dwight D. Eisenhower

person or Zoom)



COURSE DESCRIPTION

An overview of the history, diversity, and significance of the nonprofit sector in modern society. Through a variety of activities, students will gain a more concrete understanding of the sector as well as skills to work alongside or within nonprofit organizations.

The course consists of four parts. First, students will explore the history and scope of the nonprofit sector, along with theoretical explanations for its existence. The second part focuses on leading and managing nonprofit organizations. The third part focuses on financial resources and their management. Part four places nonprofit organizations in the external context. Throughout the course, students will engage in project-based learning by crafting a nonprofit design proposal attuned to the management techniques and challenges found in the readings and discussion. Additionally, students will interact with leaders in the nonprofit sector.

COURSE OBJECTIVES

By the conclusion of this course, students will be able to:

1. Describe the history, theories, composition, and scope of the nonprofit sector.
2. Analyze management issues and challenges of a nonprofit organization.
3. Research and engage with the nonprofit sector to compare and contrast course concepts with practitioner perspectives.
4. Design a nonprofit organization and pitch it to an audience.

TOPICAL OUTLINE

Overview of nonprofit sector

Theories of nonprofits

Professional management

Board governance

Executive leadership

Managing staff & volunteers

Accountability & performance

Strategy, capacity, & risk

Philanthropic fundraising

Government grants & contracts

Social enterprise & earned income

Financial management

Marketing & communication

Advocacy & lobbying

Collaboration

REQUIRED MATERIALS

The materials we will use for this course include the following:

- [Worth M.J. \(2018\). Nonprofit management: Principles and practice. CQ Press \(5th ed\). – ISBN# 1506396860](https://www.amazon.com/Nonprofit-Management-Principles-Michael-Worth-ebook/dp/B07GZRNT12?pf_rd_r=ZSZAQ9ZJSBAEYXMMSQ1M&pf_rd_p=be25f964-4afb-442f-819e-9e628b270a7c&pd_rd_r=e33369f5-3ad2-4bd6-bdb9-1956727676ce&pd_rd_w=GvXi2&pd_rd_wg=uKMJ3&ref_=pd_gw_ci_mcx_mr_hp_d) (https://www.amazon.com/Nonprofit-Management-Principles-Michael-Worth-ebook/dp/B07GZRNT12?pf_rd_r=ZSZAQ9ZJSBAEYXMMSQ1M&pf_rd_p=be25f964-4afb-442f-819e-9e628b270a7c&pd_rd_r=e33369f5-3ad2-4bd6-bdb9-1956727676ce&pd_rd_w=GvXi2&pd_rd_wg=uKMJ3&ref_=pd_gw_ci_mcx_mr_hp_d)
 - [LinkedIn Learning: Nonprofit Management Foundations](https://www.linkedin.com/learning/) (<https://www.linkedin.com/learning/>) (log in using your UGA MyID credentials)
 - Any additional required materials will be provided via eLC
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COURSE AVAILABILITY

This is a **F2F-Online-Remote Hybrid** course. Core content will be delivered online primarily **asynchronously**. All graded assignments can be completed and submitted online. About 1/3 of students will be *invited* to attend face-to-face (F2F) for a given session. Attendance is optional, and absences do not need approval. F2F sessions are offered as an enhancement to online instruction, intended to reinforce course concepts and skills via discussion and activities. F2F sessions in a given week will involve the same discussion and activities (i.e. I will deliver the same F2F session three times per week). Therefore, students need not attend sessions via Zoom if they were not invited to attend F2F. Some class sessions will be delivered only synchronously via Zoom (typically during shortened weeks that cannot accommodate three sessions). If necessary, class meetings will be recorded via Zoom. See the course [Schedule](#) (/d2l/common/dialogs/quickLink/quickLink.d2l?ou=2061274&type=content&rcode=usgq-18648796) for more details.

COURSE EXPECTATIONS & POLICIES

Disclaimer:

The course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.

Attendance/Participation

This is an online course with F2F enhancements. All graded components can be completed online. Success in the course is not dependent on F2F attendance, though F2F sessions will be designed to increase learning value and the likelihood of success. Students planning to attend a session F2F should confirm they have been invited to do so on the course [Schedule](#) (/d2l/common/dialogs/quickLink/quickLink.d2l?ou=2061274&type=content&rcode=usgq-18648796), complete the assigned readings & videos prior to the session, and be prepared to participate in discussion and/or learning activities.

Reading Assignments

Students are expected to complete all readings and videos prior to the end of the online week (Sundays @ 11:59PM EST) or prior to the class session they will attend F2F. Doing so will help students prepare for graded assignments and facilitate more valuable in-class discussion.

Late Submissions

As is the case with any job, I expect students to meet deadlines. Late work without any known, acceptable excuse will receive no credit. If circumstances arise that prevent you from submitting work on time, let me know as soon as possible, and I will work with you to arrive at a solution that is as fair to you, me, and other students as possible. When notifying me of why work was or will be late, please do not spend an inordinate amount of time going into elaborate detail nor should you ingratiate yourself to me--just give me a straightforward explanation. Unless given a reason to think otherwise, I assume you are a decent person who

is disinterested in living a life lying to people to deliberately miss deadlines.

Written Assignments

Students are expected to complete two written assignments: 1) [Report on Existing Nonprofit](/d2l/common/dialogs/quickLink/quickLink.d2l?ou=2061274&type=content&rcode=usgq-18326996) (/d2l/common/dialogs/quickLink/quickLink.d2l?ou=2061274&type=content&rcode=usgq-18326996), and 2) [Nonprofit Design Proposal](/d2l/common/dialogs/quickLink/quickLink.d2l?ou=2061274&type=content&rcode=usgq-18327273) (/d2l/common/dialogs/quickLink/quickLink.d2l?ou=2061274&type=content&rcode=usgq-18327273). The report is an individual assignment. The nonprofit design proposal is a group project.

Quizzes

Students are expected to complete six quizzes throughout the semester. The quizzes are intended to prepare students for the midterm exam and evaluate competency after the midterm exam. The quizzes will be brief. The content will emphasize key topics from the readings/videos. Quizzes will be administered via eLC. Students will have two attempts for each quiz and will be able to see their score and the questions they answered incorrectly on the first attempt. All questions will be multiple choice.

Exam

Students are expected to complete a midterm exam that will be administered via eLC. As such, students are allowed to use any resources available to them when taking the exam except for other people. To reiterate, the midterm exam is an individual assignment.

Mental Health and Wellness Resources

If you or someone you know needs assistance, you are encouraged to contact Student Care and Outreach in the Division of Student Affairs at 706-542-7774 or visit <https://sco.uga.edu/>. (https://sco.uga.edu/.) They will help you navigate any difficult circumstances you may be facing by connecting you with the appropriate resources or services. UGA has several resources for a student seeking mental health services (<https://www.uhs.uga.edu/bewelluga/bewelluga>) (https://www.uhs.uga.edu/bewelluga/bewelluga)) or crisis support (<https://www.uhs.uga.edu/info/emergencies>). (https://www.uhs.uga.edu/info/emergencies).) If you need help managing stress anxiety, relationships, etc., please visit BeWellUGA (<https://www.uhs.uga.edu/bewelluga/bewelluga>) (https://www.uhs.uga.edu/bewelluga/bewelluga)) for a list of FREE workshops, classes, mentoring, and health coaching led by licensed clinicians and health educators in the University Health Center. Additional resources can be accessed through the UGA App.

Academic Honesty

As a University of Georgia student, you have agreed to abide by the University's academic honesty policy, "A Culture of Honesty," and the Student Honor Code: "I will be academically honest in all of my academic work and will not tolerate academic dishonesty of others." All academic work must meet the standards described in "A Culture of Honesty" found at: <http://honesty.uga.edu/> (http://honesty.uga.edu/). The Academic Honesty Policy can be found at: <https://honesty.uga.edu/Academic-Honesty-Policy/> (https://honesty.uga.edu/Academic-Honesty-Policy/)

Accommodations Due to Disability

Students who seek special accommodations due to a disability should contact me during the first week of the semester or as soon as the need for the accommodation is discovered. I will

work with the Disability Resource Center (706-542-8719, <http://drc.uga.edu/> (<http://drc.uga.edu/>)) to provide appropriate accommodations.

FERPA Notice

The Federal Family Educational Rights and Privacy Act (FERPA) grants students certain information privacy rights. See the registrar's explanation at <https://osas.franklin.uga.edu/ferpa-and-privacy> (<https://osas.franklin.uga.edu/ferpa-and-privacy>) FERPA allows disclosure of directory information (name, address, telephone, email, date of birth, place of birth, major, activities, degrees, awards, prior schools), unless a https://reg.uga.edu/_resources/documents/imported/FERPARestRequestForRestriction.pdf (https://reg.uga.edu/_resources/documents/imported/FERPARestRequestForRestriction.pdf) is submitted to the Registrar's Office.

COURSE ETIQUETTE AND NETIQUETTE

General

- Be respectful
- Use electronics for class purposes only
- Do not eat during class
- Follow all UGA policies and guidance regarding COVID-19

Synchronous Online

- Keep your microphone muted when not speaking
- If your internet and circumstances allow, help foster a connected online experience by keeping your camera on
- For questions/comments, use chat or raise hand in participants window
- Use the chat responsibly

ASSIGNMENTS

Your final grade will be based on the following:

Assignment	Percent of Final Grade
Quizzes (6)	15
Midterm Exam	25
Report on Existing Nonprofit (3 parts)	30
Nonprofit Design Proposal (3 parts)	30

Extra Credit

Students can choose to complete all of the course content for [LinkedIn Learning: Nonprofit Management Foundations](https://www.linkedin.com/learning/) (<https://www.linkedin.com/learning/>) and upload their certificate of completion for extra credit. This extra credit will be worth five percent of the final grade.

Grading Scale

Letter Grade	Percentage
A	93-100
A-	90-92
B+	87-89
B	84-86
B-	80-83
C+	77-79
C	73-76
C-	70-72
D	65-69
F	64 and below
I	Incomplete