



Nonprofit Kit For Dummies

By Stan Hutton, Frances N. Phillips

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Nonprofit Kit For Dummies By Stan Hutton, Frances N. Phillips

Tips and techniques to help your nonprofit thrive

More so now than in years past, a significant number of nonprofit organizations have experienced a major decrease in funding and contributions. *Nonprofit Kit for Dummies, 4th Edition* caters to these organizations and shows you how your nonprofit can thrive and survive even in the most unpredictable and uncertain economic climate.

This new edition of *Nonprofit Kit For Dummies* offers tips and information on everything you need to navigate the process of setting up and effectively running a nonprofit organization, including: hybrid corporations; employee performance reviews; IRS regulations; social media; nonprofit marketing and fundraising; building cash reserves and risk capital; online research and fundraising; and much more.

- Covers raising money, applying for grants, and developing the perfect mission statement
- Details on how state laws vary, how to conduct program evaluations; and how to conform to accounting standards
- CD includes forms, worksheets, templates, and more—plus stronger, more specific examples of organization plans and resources to guide organizational financial systems and procedures

Whether you're thinking about starting your own nonprofit or are already working in the sector, *Nonprofit Kit For Dummies* is a valuable source for getting the latest information and practical advice on running a prosperous nonprofit organization.

Note: CD-ROM/DVD and other supplementary materials are not included as part of the e-book file, but are available for download after purchase.

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Editorial Review

From the Back Cover

Learn to:

- Recruit and work with board members, staff, and volunteers
- Get the word out through social media
- Maintain your status as a 501(c)(3)

More than 100 documents to help you run your nonprofit

The latest tips and techniques to help your nonprofit thrive

Need the latest information and practical advice on running a successful nonprofit? This friendly, easy-to-follow guide gives you everything you need to start and manage a charitable organization, from applying for your tax exemption to raising money to pay for your programs, and everything in between. Plus, you'll get expert guidance on how your nonprofit can survive (and thrive) in any economic climate.

- Set the stage for your nonprofit — establish your undertaking, write a winning mission statement, incorporate and apply for a tax exemption, and safeguard your nonprofit status
- Put your players in place — build your board of directors, find volunteers, and hire and manage paid staff
- Focus on the finances — make a budget for programs, project cash flow, prepare financial statements, and manage money systems
- Bring in the bucks — raise money by approaching people you know, branching out with special events, applying to foundations, and considering government grants
- Go after grants — find grant givers, write a proposal, and make the pitch

Open the book and find:

- Advice for raising money online
- Tips on setting achievable goals
- Instructions on applying for grants
- Advice on adapting in hard times
- Timelines for putting on special events
- Strategies for writing a winning mission statement
- Hints for marketing the good work of your organization
- Details on evaluating your progress toward your goals

Bonus CD Includes

More than 100 forms and documents to get your nonprofit up and running

Please see the CD appendix for details and complete system requirements.

About the Author

Stan Hutton is a senior program officer for the Clarence E. Heller Foundation. Frances N. Phillips teaches

grant writing at San Francisco State University and serves on several nonprofit boards.

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