Management of Non Government Organizations

Module No. 1: FUNDAMENTALS OF NON GOVERNMENT ORGANIZATION(NGO)
1. Define the concept of Non-Government Organizations (NGOs) based on historical context and evolution.
2. Compare and contrast the Vision & Mission statements of NGOs and analyze their impact on organizational goals.
3. Classify the different types of NGOs based on their functions and scope of work.
4. Evaluate the pros and cons of NGOs in the context of societal development and welfare.
5. Analyze the challenges faced by NGOs in India and developing countries and propose solutions.
6. Create a model showcasing the approaches used by NGOs to address social issues effectively.

Module No. 2: LEGAL AND ACCOUNTING ASPECTS OF NGO
1. Comply with the statutory obligations for establishing an NGO in both online and offline modes.
2. Prepare the necessary documentation for NGO registration and evaluate the eligibility criteria.
3. Describe the Foreign Contribution and Regulations Act (FCRA) and its implications on NGOs.
4. Formulate the processes involved in the formation and registration of Section-8 Companies.
5. Apply basic accounting concepts to effectively manage the financial aspects of an NGO.

Module No. 3: HUMAN RESOURCE MANAGEMENT AND CAREER IN NGO
1. Identify the essential skills required for working in an NGO and assess their significance.
2. Develop strategies for effective Human Resource Management in NGOs, focusing on leadership and staff development.
3. Design a recruitment, training, and induction process for staff members in an NGO.
4. Investigate the role of companies in community development through CSR activities and their impact on NGO recruitment.
5. Create job profiles for various roles within an NGO, including Impact Manager, Voluntary Workers, Accountant, and Trust Manager.

Module No. 4: PROJECT MANAGEMENT
1. Explain the concept of project management and its importance in NGO operations.
2. Differentiate between various types of projects and apply principles for effective project planning and designing.
3. Implement Project Cycle Management in NGO projects to ensure successful execution.
4. Research and identify resources for mobilizing funds for NGO projects, including government schemes and supporting agencies.
5. Collaborate with coordinating agencies such as NABARD and Human Rights Commission to access funding assistance and tax reliefs for NGO projects.