



Pennsylvania Association of Nonprofit Organizations presents:

Standards for Excellence Clinic Sessions in Schuylkill County

The Standards for Excellence Clinic Series provides educational support for assuring the implementation of best practices for nonprofit organizations. Created by and for the nonprofit sector, this program aims at self regulation as a means of improving operational efficiency and accountability. The four (4-hour) Clinic Sessions are designed to meet the needs of today's busy nonprofit executives and are a condensed nonprofit management training series that focus on the following areas:

1. Mission and Program: JUL 21
2. Openness: JUL 21
3. Governance: AUG 18
4. Conflict of Interest AUG 18
5. Human Resources: SEPT 22
6. Finance and Legal: SEPT 22
7. Fundraising: OCT 27
8. Public Affairs and Public Policy: OCT 27



The course combines classroom instruction with peer-to-peer learning and covers every "best practice" in the Standards for Excellence Code. Organizations enrolled in the clinic series send two representatives to each session. Since the goals of the Standards program include a more educated and active Board, ***we strongly encourage that one representative be a board member.*** The series generally take place over three to four months.

Fee: \$600 for PANO Members; \$900 for Nonmembers.

Fee covers two attendees for all four sessions.

Special Thanks to our Partners

Schuylkill County Non Profit Accountability Task Force

Schuylkill Area Community Foundation

Schuylkill United Way

Schuylkill County's Vision

Temple University's NEST

Dates

Tuesday, July 21, 2009

Tuesday, August 18, 2009

Tuesday, September 22, 2009

Tuesday, October 27, 2009

Location

Schuylkill Chamber of Commerce
91 South Progress Avenue
Pottsville, PA 17901

All four sessions will run from 9:00 AM to 1:00 PM.
Registration and continental breakfast begin at 8:30 AM.

CANCELLATION POLICY: Registrants are responsible for the full seminar fee if cancellation is not received within 5 working days prior to the session. You may send an alternate registrant. If you are not a PANO member, but would like to take advantage of our member savings, please visit www.pano.org or contact Jennifer Ross at jenn@pano.org

Highlights of what organizations will learn throughout the Clinic Training Series include:

- Best practices in eight areas of nonprofit management recommended by the Standards for Excellence
- How to improve mission and program efficiency through adopting Standards for Excellence recommended policies and procedures
- How to increase and evaluate Board performance in the governance of your nonprofit organization
- How to motivate Staff toward the mission of your organization and avoid human resource pitfalls
- Recent changes to IRS Form 990 and financial policies and procedures needed to ensure accountability
- How to properly calculate fundraising ratios, ensure proper disclosures on solicitations and acknowledgement and implement fundraising policies
- How your organization can engage in and maximize public policy advocacy without violating state and federal law
- Resources, sample policies and templates available through the Standards for Excellence Educational Resource Packets

**To maximize the value of the session's one board member and one appropriate staff person should attend each session.*

For questions about PANO membership and/or Standards for Excellence, contact:

Tish Mogan, Standards for Excellence Officer: tish@pano.org or 717-236-8584 Ext. 1001

James Eirkson, Standards for Excellence Associate: james@pano.org or 717-236-8584 Ext. 1011.

Registration Form for Standards for Excellence Clinic Sessions



Complete this form and return to the address below with your payment payable to PANO

Name: _____

Title: _____

Organization: _____

Address: _____

City, State, Zip: _____

Phone: _____

Fax: _____

Email: _____

Please make checks payable to
and return payment to:

Pennsylvania Association of
Nonprofit Organizations
777 East Park Drive
Suite 300
Harrisburg, PA 17111

Schuylkill County Series: Code 55220.5
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