CONF 795.004

Successful Project Management in NonProfit Organizations
CONF 795 - 004
Spring 2015

Saturday, March 21, 9:00 – 1:00pm, Founders 465
Saturday, April 11, 10:00 – 4:00, Founders 465
Sunday, April 12, 10:00 – 4:00, Founders 465

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Non-profit employers are increasingly more interested in candidates with project management skills. They realize the importance of providing transparency and accountability within the organization and of delivering successful project results. In this course you will learn about the core concepts of project management as they apply to non-profit development projects and then explore tools specifically designed to help you measure and report on project outcomes. You will practice using each of these tools with case studies from a variety of non-profit organizations. Finally, you will be able to utilize the full complement of tools and techniques to develop a comprehensive plan for applying project management to a nonprofit of your choice. We will also discuss how to introduce project management discipline to your non-profit organization.

Required reading
All reading materials are available at no cost to students; they will be made available for download for viewing and/or printing in the Course's Blackboard site

1. Agenda for the course Spring 2015

2. Jeannette Cabanis, "Reinventing the Business Of Doing Good",
   http://www.pmi.org/learning/project-management-nonprofit-sector-3267

3. "A Guide to Project Management for Development Professionals",
   http://www.pm4ngos.com/wp-content/uploads/2014/09/PMD_Pro_Guide_2nd_EN_US.pdf

4. Case statements from:
   - St. Luke Hospital
   - Youth Centre in Masiphumelele, South Africa
   - Cornell University
   - Bottom Line
   - The Funding Exchange

- Yale School of Nursing
- Miami Museum of Science

Teaching Technology: Blackboard

https://mymasonportal.gmu.edu/webapps/portal/frameset.jsp

Information about the instructor's background and the course, including the Syllabus, assignments, readings, and grades will all be provided through the Blackboard site for this course.

Course requirements:

1. Read the Cabanis article before the first class meeting on 3/21/15

2. Read all other assigned reading before the second class meeting on 4/11/15

3. Participate in the class written and oral team activities: 30% of course grade.

4. Individual Final Project Plan

   a. Using templates, provided by the instructor, you will develop a comprehensive plan for applying project management to any development or other type of project for a nonprofit organization of your choice. The plan will include scope, cost, time, quality and risk information about how the project will be conducted and how its success will be measured.
   b. The final plan will be due by 5/6/15 and should be submitted through the course Blackboard web site. Grades and comments on this final assignment will be provided in Blackboard.
   c. 70% of course grade.

HONOR POLICY

GMU is an Honor Code university; please see the University Catalog for a full description of the code and the honor committee process. The principle of academic integrity is taken very seriously and violations are treated gravely. What does academic integrity mean in this course? Essentially this: when you are responsible for a task, you will perform that task. When you rely on someone else's work in an aspect of the performance of that task, you will give full credit in the proper, accepted form. Another aspect of academic integrity is the free play of ideas. Vigorous discussion and debate are encouraged in this course, with the firm expectation that all aspects of the class will be conducted with civility and respect for differing ideas, perspectives, and traditions. When in doubt (of any kind) please ask for guidance and clarification.