

## About the Nonprofit Excellence Training Session

In 2004, Iowa's governor created the Nonprofit Task Force to assess the role of Iowa's nonprofit sector and their potential for advancing the vitality of communities throughout the state.

As a result of the task force's work, *The Iowa Principles and Practices for Charitable Nonprofit Excellence* were adopted in collaboration with the governor's office, the Larned A. Waterman Iowa Nonprofit Resource Center, and my office to help Iowa's nonprofits "promote good management practices, ethical conduct, and public accountability."

I encourage anyone who serves as a nonprofit board member, volunteer or employee to attend the 2009 training session and implement the principles and practices developed by the task force as they go about building better communities in Iowa.

Michael A. Mauro  
Iowa Secretary of State

## Who should attend?

The training session is designed to help anyone involved in the nonprofit sector including management, staff, board members, volunteers, and professional association employees. Anyone who wants the skills needed to improve their nonprofit organization is welcome.

## Register of Accountability

An Iowa nonprofit which sends a staff member to the training will be presumed to have significantly complied with the *Principles and Practices*. The staff member who completes the training will receive a certificate of completion. Organizations which send a staff member will be posted on the Larned A. Waterman Iowa Nonprofit Resource Center website's *Principles and Practices* Register of Accountability.

## Purpose

*The Iowa Principles and Practices for Charitable Nonprofit Excellence* recognizes that good organizational practices are primarily implemented through education and self regulation.

*The Principles and Practices* are not regulatory. While many of the Principles and Practices will be helpful to all nonprofits, they are specifically written for 501(c)(3) organizations. *The Iowa Principles and Practices for Charitable Nonprofit Excellence* are intended to be primarily an educational process designed to improve efficiency and accountability.

Iowa is enriched by a great diversity of nonprofits, and it is recognized that the implementation of these *Principles and Practices* will take different forms and occur at different levels given the resources of the nonprofits.

# Iowa Principles and Practices for Charitable Nonprofit Excellence

June 2009 Training Sessions

Presented by

**The Larned A. Waterman Iowa  
Nonprofit Resource Center**



## Training Agenda

8:30-9:00	Registration
9:00-9:20	Welcome - Michael A. Mauro Iowa Secretary of State and Local Sponsors
9:20-10:30	Why have the P&P program? Willard L. Boyd, Governor's Task Force Review of Section I of the P&P and Section IV: Mission Statement
10:30-10:45	Break
10:45-11:30	Willard L. Boyd Section VI: Board of Directors
11:30-12:00	Richard Koontz Section III: Starting the Charitable Nonprofit
12:00-1:00	Lunch
1:00-2:00	Jude West Section V Strategic Planning Section VII Executive Director Section VIII Human Resources
2:00-2:30	Richard Koontz Section IX Financing and Funding Section XI Information Technology
2:30-2:45	Break
2:45-3:15	Richard Koontz Section XII Advocacy Section XIII Collaboration Section XIV Accountability and Compliance
3:15-3:45	The Register of Accountability for Charitable Nonprofits in Iowa - Willard L. Boyd, Rationale and Procedures
3:45	Summary and Adjournment - Willard L. Boyd

## Materials

A copy of the *Iowa Principles and Practices for Charitable Nonprofit Excellence* is included in the registration fee and will be provided at the training session. Other handouts will be given during the lecture.

## Speakers

**Willard L. Boyd** is the founder of the Larned A. Waterman Iowa Nonprofit Resource Center and President Emeritus of The University of Iowa.

**Jude West** is Co-director of the Larned A. Waterman Iowa Nonprofit Resource Center.

**Richard Koontz** is Director of the Larned A. Waterman Iowa Nonprofit Resource Center.

Individuals with disabilities are encouraged to attend all University of Iowa-sponsored events. If you are a person with a disability who requires an accommodation in order to participate in this program, please contact Brenda Steinmetz in advance at 866-500-8980 (toll-free).

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# Iowa Principles and Practices for Charitable Nonprofit Excellence Training Sessions June 2009

All training sessions held 9 a.m. to 4 p.m.

Name \_\_\_\_\_

Affiliation \_\_\_\_\_

Mailing Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Email \_\_\_\_\_

Date/Location (*Please indicate which site you will be attending*)

- June 4 - Davenport: Putnam Museum, 1717 W. 12th St.
- June 23 - Des Moines: Classrooms A and B, State Historical Building, 600 E. Locust
- June 25 - Sioux City: Western Iowa Technical Community College, 2647 Stone Avenue
- Vegetarian lunch requested

**Registration Fee: \$25**

*Payable by check only* to The University of Iowa. Fee includes materials and lunch.

**Return form by mail to:** Brenda Steinmetz  
Larned A. Waterman Iowa Nonprofit Resource Center  
The University of Iowa  
130 Grand Avenue court  
Iowa City, IA 52242

**Or by fax:** 319-335-7614  
If questions, telephone: 866-500-8980

