

### **Management Consulting**

United Way Management Assistance Program (MAP) was created in 1986 as a resource for nonprofit organizations that needed an infusion of management expertise. United Way volunteers serve as consultants, lending their skill in a vast array of management disciplines to all area nonprofits.

### **Workshops and Seminars**

MAP offers a variety of low-cost workshops and seminars geared toward nonprofit managers, staff and board members. These informative sessions are designed to improve management skills, enhance efficiency and effectiveness, and help board and staff leadership stay abreast of trends and issues that affect the social sector.

### **Training and Technical Assistance**

The United Way Computer Learning Center (CLC) is a full service PC training center offering classes in more than 24 different software packages. Nonprofit staff and volunteers benefit from low cost, high quality training in everything from QuickBooks for nonprofit financial management to Dream Weaver for web development. CLC support is always available when technology questions arise.

### **Leadership Development**

Nonprofit organizations depend on board leadership to set strategic direction, provide resources needed to achieve the mission and ensure accountability. United Way is Houston's board development resource. Services are tailored to the needs of individual organizations and offer recruitment, retention and training strategies designed to build effective boards and expand opportunities for emerging leaders.

### **Project Blueprint**

This leadership development program is targeted to ethnic communities. Following comprehensive training in the complexities of nonprofit management and governance, Project Blueprint alumni are placed in key roles on nonprofit and community boards and committees. With more than 660 alumni, Project Blueprint uniquely provides nonprofits with leadership that reflects Houston's rapidly expanding diversity.

### **Gifts In Kind**

Nonprofit organizations are businesses. In order to operate efficiently, they need the same kind of office supplies, equipment and technology required by their for-profit counterparts. The United Way Gifts In Kind program matches corporations eager to recycle their no-longer-needed items with nonprofits actively seeking similar goods. This allows nonprofits to focus resources on client services.

### **Community Resource Center**

The United Way Community Resource Center serves as a hub for area nonprofit organizations, community development organizations, civic groups, coalitions and grass roots groups. It is Houston's first and only space dedicated to community leadership and organizational capacity building.

### **Nonprofit Resource Library**

Located in the United Way Community Resource Center, this library boasts an extensive collection of materials related to leadership and management of for-profit and nonprofit entities. As a Foundation Collection Site, it provides current information on foundations and corporate funders in both print and electronic formats.

## WHAT DO YOU KNOW ABOUT YOUR ORGANIZATION?

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1. Why was this organization started?
  
2. What is the average age and income of our clients?
  
3. How many clients did we deal with last year?
  
4. How would you document the need for our service?
  
5. How many volunteers work for us?
  
6. If we had a 25% decrease in funding, what activities would we discontinue?
  
7. How would you document the qualifications of our staff to get the job done?
  
8. What is our annual budget?
  
9. Where does the money come from that supports us?

Individual donations	_____	%
Foundations	_____	%
Corporations	_____	%
Government	_____	%
United Way	_____	%
Other	_____	%
  
10. What are our best opportunities for new funding?