

Fundraising and Finances

May 2015

“Beyond the Award Letter”

by Jenifer Gager and Vicky Marchand

Overview: “Beyond the Award Letter” was a guide created for executive directors, directors of finance and administration, and program managers of small youth-serving non-profit organizations. Grants from private foundations and contracts from public agencies are the life blood of many small youth-serving organizations. These time-limited sources of funding generally come with clear requirements for how the money will be spent, within what time period, what outcomes are expected, and how to report progress. This guide supports and enhances the systems organizations use, to manage grants and contracts. It provides seven key steps to strengthen fiscal operations including, quick tips for success, common pitfalls, checklists, worksheets, list of key terms and a sample budget. More details on how to manage grants can be found in the original guide.

Where to Find It:

Go to the OSTRC Document Library, then click the “Program Management & Administration” button on the on the left side of the page. Find the report under the “Budgeting and Fiscal Management” section.

“Financing Expanded Learning Time in Schools”

by Mary Burkhauser and Allison J.R. Metz

Overview: As out-of-school time programs have grown, questions have come up about where funding is coming from to support these programs. This report offers brief case studies of five different models in different areas of the country that have successfully secured funding for an expanded school day in district schools. By examining the funding sources, challenges and opportunities associated with each model, the report provides some preliminary answers to the question of how schools and districts are paying for expanded learning time.

Where to Find It:

Go to the OSTRC Document Library, then click on the “Program Management & Administration” link on the left side of the page. Find the report under the “Fundraising and Development” section.

Featured Information:

“Cutting Cost, Keeping Quality”

By Eric Keller

Summary:

This research brief highlights three effective financing strategies that successful youth-serving organizations are using to maintain quality services despite limited financial resources.

- Aggressively Manage Costs by protecting core services, developing a contingency plan and examining overhead costs
- Creatively generating new revenues and support through engaging the board, using data to communicate organization’s impact and implementing program fees and social enterprise activities
- Form partnerships through accessing volunteer support, sharing the costs of providing services and sharing administrative costs.

The author discussed each strategy in great detail in the full report.

Where to find the full article:

Go to the OSTRC Document Library, then click the “Program Management & Administration” button on the left side of the page. Find the report under the “Budgeting and Fiscal Management” section.