



United Way
of Buffalo & Erie County
**Not For Profit
Resource Center**

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Business Planning for Nonprofits

Planning is bringing the future into the present so that
you can do something about it now. – Alan Lakein

United Way of Buffalo & Erie County has adopted the business planning methods of a major local corporation and is pleased to share.

The objective of the course and the accompanying planning templates is to help you:

- Construct an Annual Plan to achieve your important goals
- Assign responsibilities and develop timetables
- Institute a system to adjust and monitor your plan, with compensating action as needed
- Make the plan visible to your work force and board

By the end of the course, you will have a plan ready to start to implement July 1, 2012, or a subsequent date of your choice.

An informational session to explain the course will be held:

**Thursday, March 8
9:00-10:00 a.m.
United Way of Buffalo & Erie County
742 Delaware Avenue
Buffalo, New York 14209**

The workshop schedule is on the following Thursdays from 9:00 a.m. – 12:30 p.m.

- April 26 (lecture and team exercises)
- May 10 (lecture and team exercises)
- May 31 (optional review first draft business plans)

This is a team-based course and at least two participants per organization should attend. There are assignments to complete between workshops.

On the next page, please read our testimonials!

To RSVP for the March 8 informational session, please contact Gail Calisto, gail.calisto@uwbec.org by March 6. For any questions before the informational session, please call Joe Roccisano at 887-2757.

Testimonials

"I found the business planning to be a useful organizational tool. Buffalo Niagara Riverkeeper has used it to help clarify development and program objectives. I will continue to use it to define my work related objectives and goals and have recommended it to a number of colleagues. Many thanks to the United Way for offering the opportunity to learn about this method."

*Gina Fedele
Board Member, Buffalo Riverkeeper*

"Course was great. We are excited and so is our board. Thanks."

*Carmaletta Morlock-Zandi
Executive Director, Morlock Foundation*

"I found the course to be very valuable and was able to apply the course homework to an actual project I was working on."

*Linda Tatu
President, Harvest House*