



The NonProfit HelpDesk
helping you do good, better.

Services and Education for Nonprofit Organizations

Some services are available free of charge to qualified agencies.

Board and leadership development

- Organizational assessments
- Vision and mission
- Strategy
- Governance
- Ethics, values and management
- Leading and managing change
- Leadership transition

Staff and management development

- Conflict management and negotiation
- Cultural competence
- Working in teams
- The empowerment process
- 360 degree feedback coaching
- HR assistance
- Employee benefits do's and don'ts
- Organizational performance
- Virtual receptionist services
- Remote program registration services

Strengthening fundraising

- Vision, budget and finding funders
- Grant writing
- Events
- Nurturing relationships
- Remote phone solicitation and follow up

Program development

- Setting goals and objectives
- Developing a program to meet goals
- Implementing goal-based program evaluation

(See over for more)

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Services and Education (cont'd)

Financial management

- Bookkeeping set-up
- Design and implementation of internal controls
- Financial IT
- Bookkeeping / Audit preparation
- Annual filings and reporting
- Budgeting
- Board accountability
- Outsourced financial management

Technology

- Technology assessment and goal alignment
- Using technology in service provision
- Technology integration
- Networking
- Security
- Software selection, acquisition & customization
- Remote trouble-shooting and help desk
- Web development
- Outsourced IT management

Marketing and communication

- Communications strategy
- Brochures, flyers, newsletters
- Web copy
- Articles and press releases
- Reports
- Social media

The NonProfit HelpDesk has helped more than 900 NYC nonprofits since it was created in 1992 as a project of the Jewish Community Council of Greater Coney Island, Inc.

Because the NPHD is part of a social service agency, we understand the needs of our nonprofit clients and know how to address those needs appropriately. We do our best to keep prices as low as possible, while providing superior service. *Some services are available free of charge to qualified agencies.*