

PG & RESEARCH DEPARTMENT OF COMMERCE

SUBJECT: NGO MANAGEMENT

SUBJECT CODE: PCM1016T

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UNIT-I

1. Define NGO and explain its characteristics of NGOs.
2. Discuss about its advantages and disadvantages of NGOs.
3. Explain the objectives of NGOs.
4. What is NGO and explain the types of NGO.
5. Explain the process of forming NGOS/registration of NGO /how to register the NGO.
6. Discuss about the skills or qualities to be required for work with NGO.
7. What is NGO and explain its role in India
8. What is genesis and growth and explain it in detail/comparison among trust, society and non-profit company.
9. Describe the history of NGO activity.
10. Explain about the collaboration with government

UNIT-II

1. What is governing body and explain its essential qualities of the governing body members.
2. What are basic role of governing body and explain its basic responsibility?
3. Explain the functions of governing body?
4. What is by-laws and explain the content of rules and regulations.
5. Discuss about the characteristics of by-laws
6. What is quorum and explain it briefly.
7. Define meeting and what are the guidelines for meeting?

8. What are the different types of meeting?
9. What is minutes and explain its guidelines for writing meeting minutes.
10. Explain the main part of minutes.
11. Explain membership provision and classification of membership.
12. Define membership and what are the qualification and disqualification of membership.
13. What is committee and explains the types of committee.
14. Discuss the functions of office barriers of the society.

UNIT –III

1. What is marketing strategy for NGOs?
2. What is project mix and explain in detail
3. Write a short note on
 - a. project mix
 - b. project addition
 - c. project elimination
4. Define promotions and its needs
5. Explain the methods of promotion.
6. What is fund management? Explain the narration and its sources.
7. Explain the grants/schemes from government.
8. What is marketing and financial management? Explain the procedures and eligibility.
10. What is FCRA? And explain in detail.
11. What is micro finance and explain briefly.
12. What is maintenance of accounts and how do you maintain the account?
13. What is audit of account and explain the process of audit and rules and regulations.

UNIT – IV

1. What is project? Explain its objectives.
2. Define project and explain the types of project.
3. Explain the process of project development/formulation.
4. What is project writing? What are the problems in the project formulation?
5. Define project management and discuss about the formation and management.
6. Explain the evaluation of project, briefly.
7. What is project audit and discuss in detail.

UNIT-V

1. What is NGOs and tax law?
2. Write a short note on a. income
 - b. assessment year
 - c. person
 - d. previous year.
3. Explain the general deduction in NGOs.
4. Explain the forfeiture of exemptions in NGOs.
5. What is TDS and explain its types of TDS and explain the deduction exempted.
6. Explain about the indirect tax.
7. Explain Section 34 A&B and section 80G