

## **SEMESTER IV**

### **VAC 2: MANAGEMENT OF NGOs & CSR PRACTICES**

**Credit: 3**

**Max Mark: 50**

#### **Course Objectives:**

- To provide students with a comprehensive understanding of the role and significance of Non-Governmental Organizations (NGOs) in societal development.
- To develop managerial competencies and leadership skills required for effective NGO management across various sectors.
- To introduce the concepts of Environmental & Social Responsibility (ESR) in organizational operations.

#### **Course Outcomes:**

- Demonstrate an understanding of the key functions, challenges and contributions of NGOs in the development sector.
- Apply professional skills in planning, organizing, managing and evaluating NGO activities.
- Exhibit sensitivity to social issues and the ethical responsibilities involved in NGO and CSR operations.
- Design and implement strategies for sustainable NGO management and effective community engagement.
- Analyze and integrate ESR standards into CSR and NGO project frameworks for sustainable community development.

#### **Unit 1: Fundamentals of NGO Management**

- Concept, Nature, and Scope of NGOs
- Types and Classification of NGOs: National, International, Community-Based, Faith-Based.
- Legal Structure and Registration of NGOs (Societies Act, Trust Act, Companies Act-Sec 8 Companies)
- Organizational Structure: Board of Trustees, Executive Committees, Advisory Boards.
- Role of NGOs in Development: Education, Health, Environment, Women Empowerment.

#### **Unit 2: NGO Operations and Financial Management**

- Project Planning and Implementation in NGOs.
- Monitoring and Evaluation (M & E) of NGO Projects.
- Fundraising Techniques: Grants, Donations, Crowdfunding, CSR Funds.
- Budgeting, Accounting and Financial Reporting for NGOs
- Legal Compliance and Regulatory Framework (FCRA, Income Tax, etc)

- Challenges in NGO Operations and Sustainability.

**Unit 3: Corporate Social Responsibility (CSR) and Environmental & Social Responsibility (ESR)**

- Concept and Evolution of CSR.
- Legal Framework of CSR in India (Companies Act 2013 – Sec. 135 and Schedule VII)
- CSR Policy Formulation & Implementation, Governance & Reporting.
- Role of NGOs in Implementing CSR Projects.
- Concept and Meaning of ESR
- Integration of ESR Practices in NGO and Corporate Operations.
- Challenges in ESR Implementation in Indian Context
- Case Studies of Successful CSR Initiatives and ESR best practices in India.

**SUGGESTED READINGS**

- Peter F. Ducker, *Managing the Non-Profit Organizations: Practices and Principles*, Harper Business, 2006.
- Jones Orumwense, *NGO Management and Development*, Lambert Academic Publishing, 2012.
- Devendra Prasad Pandey, *Development and Management of NGOs*, 2009.
- Rajesh Tandon & Ranjita Mohanty, *NGO Management and Development*, PRIYA publications, 2002
- Sharon M. Oster, *Strategic Management for Nonprofit Organizations*, Oxford University Press, 2015.
- Nayan Mitra & Rene Schmidpeter (Eds), *Corporate Social Responsibility: Strategies and Practices*, Springer India, 2017.
- C.V. Baxi & Ajit Prasad, *Corporate Social Responsibility: Concepts and Cases*, Excel Books, 2005.
- A.C. Fernando, *Corporate Governance and CSR*, Pearson Education India, 2011.
- Ramesh Babu, *Management of NGOs: A Guide for Grassroots Workers*, Mittal Publications, 2010.
- Mamta Mokta, *NGOs and Development: Theory and Practice*, Mohit Publications, 2014.
- Amitesh Agrahari, *A Complete Book of Environmental, Social and Governance (ESG)*, Notion Press, 2025