



2009 REFERENCE GUIDE TO NONPROFIT SUPPORT ORGANIZATIONS

Office of the Bronx Borough President

Arencibia Consulting

Arencibia Consulting uses a holistic method for increasing the effectiveness of programs. Through our intervention, clients are able to accomplish their programmatic goals, and to learn the skills necessary to maintain program effectiveness in the future.

Services Offered: Strategic Planning, Organizational Assessment, Actualizing Strategic Plans, Development and Use of Performance Measures and Management Training. There are fees for consulting and training.

Contact Information: www.arencibiaconsulting.com, (917) 749-4534

Big Duck

Big Duck works exclusively with nonprofit organizations to transform the way they communicate. Combining expert strategy with award-winning creativity, we deliver smart communications to raise money and visibility.

Services Offered: Customized Communications Services, Free or Low-Cost Communication Tools, Intensive Consulting Services, Workshops, and Private Webinars. There are fees for consulting and customized services.

Contact Information: www.bigducknyc.com, (718) 237-9551

Cause Effective

Cause Effective provides management consulting services to nonprofits. We teach our clients how to build effective boards, manage successful events, and maximize their fundraising potential. We help them grow independently and experience tangible results from their efforts.

Services Offered: One-to-one consulting, workshops, or a combination of both, specializing in: Fundraising, Strengthening Boards in Fund Raising Governance, Strategic Use of Special Events. The fee depends on the scope of your project.

Contact Information: www.causeeffective.org, (212) 643-7093

Community Impact Consulting

CIC's mission is to help nonprofits excel. We develop innovative strategies and solutions to help nonprofits increase their resources, maximize their strategic impact and achieve their vision for a better world.

Services Offered: Strategic Planning, Board Development, Executive Coaching, Fund Development and Grant Writing, Executive Transition Planning, Leadership Skills Training, Need Assessment and Program Evaluation, Program Planning, Retreat Facilitation, Website Development.

Contact Information: www.communityimpactconsulting.com, (212) 785-0544

Community Resource Exchange

CRE is a nonprofit social change consulting firm. Informed by deep experience and an intimate knowledge of New York City's communities, CRE helps 300 organizations fight poverty and champion social justice issues each year. With CRE's help, nonprofit leaders develop the tools they need to build their organizations and improve the neighborhoods in which they live.

Services Offered: CRE's trained consultants assist community groups with: Operational and strategic planning, Strategic restructuring, Board development, Fundraising, Leadership development, Human resources,



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Financial management. In many cases, CRE's work can be delivered to nonprofit community groups at no cost to the groups.

Contact Information: www.crenyc.org, (212) 894-3383

Council of Community Services in New York State

Founded in 1927, CCSNYS is a 501(C)(3) membership-based, mission-driven, statewide association of diverse charitable nonprofit organizations. With over 1,500 members, we work to build the capacity of nonprofits and communities to enhance the quality of life through responsive, cost-effective service.

Services Offered: Board Development, Financial Management, Fund Development, Human Resources, Legal, Management Assistance, Marketing & Communications, Needs Assessment, Organizational Assessments, Program Development & Evaluation, Proposal Review, Risk Management, Strategic Planning, Strategic Restructuring, Surveys & Focus Group, General Group Purchase, Employee Benefits, Organizational Insurance. Much of the work that CCSNYS does with nonprofit members is the phone and via email. It is free and included with your membership. Nonmembers would not receive free technical assistance. Membership dues vary from \$50-\$450 depending on your organizations' operating budget.

Contact Information : www.ccsnys.org, (518) 434-9194

Cyrano Project

The Cyrano Project helps nonprofits reach and persuade their key audiences – starting from the beginning: “Who do you say you are? Who do you need to reach? What do they need to hear? What do you want them to do?” Cyrano helps nonprofits to craft a clear and compelling Main Message that can be used by everyone in the organization, enabling all communications efforts to pull together.

Services Offered: Assistance in crafting a clear main message, Assistance in identifying audiences, Communications, Skills Workshops. There are fees for services

Contact Information: www.cyanoproject.org, (212) 665-7929

Fiscal Management Associates

FMA's mission is to empower nonprofit organizations with the knowledge and skills to successfully serve their constituents and fulfill their missions.

Services Offered: Free online Webinar and Tools, Fiscal Training & Coaching for Staff & Boards, Accounting, Bookkeeping and Audit Preparation, Budgeting, Cost Analysis and Grants Management, Fiscal Policies & Procedures and Internal Controls, Fiscal Infrastructure Assessments. There are fees for consulting. For more information contact John Summers at (212) 931-9133, or jsummers@fmaonline.net.

Contact Information: www.fmaonline.net, (646) 403-8040

Foundation Center

The Foundation Center's mission is to strengthen the nonprofit sector by advancing knowledge about U.S. philanthropy.

Services Offered: Tools and Resources for Grant seekers, Online Training and Tutorials, Classroom Training. Most services are free.

Contact Information: www.foundationcenter.org, (212) 620-4230



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Fund for the City of New York

The Fund for the City of New York was established by the Ford Foundation in 1968 with the mandate to improve the quality of life for all New Yorkers.

Services Offered: A cluster of management and technology programs directed to improving their administrative and service capacity by lending money against delayed payments: Cash Flow Loan, Incubator Program (financial management services, insurance coverage and a comprehensive array of employee benefits), Technology Consulting, Graphic Design Assistance. There is a 1.5% processing fee for loans (0.5% is returned upon timely repayment).

Contact Information: www.fcny.org, (212) 925-6675

Governance Matters

Governance Matters provides nonprofit leaders with the governance resources they need to develop boards that serve New York's communities better.

Services Offered: Members benefit from their involvement in Governance Matters: Contribute your ideas and access those of other opinion leaders at our Member Roundtable Forums, Sharpen your knowledge about forward-looking issues affecting nonprofit boards. Expand your circle of colleagues and resources within the nonprofit community, Influence important issues of stewardship of nonprofits, Invitations to all Governance Matters conferences and events, Discounted admission fees for Governance Matters events, Complimentary copies of all Governance Matters publications and the Membership Director. Membership dues for organizations vary from free for start-up nonprofits to \$250 for organizations with operating budgets of over \$1 million.

Contact Information: www.governancematters.org, (212) 447-1236

Gray Matters NYC

Gray Matters is a group of dedicated men and women, retired or near retirement, who share their professional expertise with non-profit organizations in the New York City Metropolitan area on a pro bono basis.

Services Offered: Assists CBOs with management issues such as: Strategic planning, Resolving real estate, financial, public relations, design, legal and other problems, Board development and governance, and Forging connections. There are no service fees.

Contact Information: www.graymattersnyc.org, (212) 527-7750, principal contact Michael Sweedler

Hostos Community College Nonprofit Management Certificate Program

"Develop the skills and strategies you need to become an integral part of one of America's fastest growing service sectors."

Courses Offered: Classes are held on Saturdays from 10:00am to 4:00pm. At Hostos Community College on the following days:

- 2/21/09 Introduction to Nonprofit Management
- 2/28/09 Dynamics of Board Relations
- 3/7/09 Basic Accounting & Budgeting
- 3/14/09 Human Resources
- 3/21/09 Marketing & Public Relations



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3/28/09	Successful Grant Writing I*
4/4/09	Successful Grant Writing II*
4/18/09	Volunteer Program Management
4/25/09	Fundraising Excellence
5/2/09	Program Evaluation

Fees for Services: Individual Course Registration: \$79*Grant writing is a 2-part course. Registration for both dates is required.

Contact Information: www.volunteermanagementgroup.com , (917) 226-2240

Lawyers Alliance for New York

LANY is the leading provider of business and transactional legal services for nonprofit organizations that are improving the quality of life in New York City neighborhoods.

Services Offered: Direct Legal Representation, Resource Call Hotline, (212) 219-1088 x 224, Educational Programs. Services are either free or low-cost, with a \$375 new client's fee.

Contact Information: www.lawyersalliance.org, (212) 219-1800

National Executive Service Corps

Helping more than one thousand fellow nonprofits in New York, Connecticut and New Jersey solve their managerial and operational problems, operate more efficiently and seize strategic opportunities that can spur their growth – thus allowing them to serve their communities even better.

Services Offered: Board Development, Branding, Business & Strategic Planning, Earned Income Strategies, Executive Coaching, Executive Search & Recruitment, Facilities Management & Space Planning, Feasibility Studies, Financial Management Planning, Financial Management Services, Fundraising Strategies, Human Resources, Investing Literacy Workshops, Marketing & Marketing Research, Meeting & Board Retreat Facilities, Operations Review & Organizational Analysis, Public Relations & Communications

Contact Information: www.nesc.org, (212) 269-1234 ext 116

Nonprofit Connection

Nonprofit Connection operates through an integrated management assistance process that utilizes the complementary skills and experience of our staff and project consultants in crafting interventions that holistically address our clients' needs, such as strengthening financial management systems, recruiting, training, and retaining board members, staff and volunteers, as well as strategic decisions related to vision, mission, and programs.

Services Offered: Strategic planning, Program development and evaluation, Training opportunities. Fees charged by hour or by contract.

Contact Information: www.nonprofitconnection.org, (484) 264-0588



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Nonprofit Coordinating Committee of New York

The NPCC is dedicated to strengthening the role and voice of the nonprofit sector in the NYC metropolitan area and provides management services in areas such as liability insurance, retirement plans, health benefits and group purchasing plans. NPCC's Federal Grants Information Service is an automated phone system that provides information on federal funding opportunities that appear in the Federal Registrar.

Services Offered: Group Buying Discount Programs, Technical and managerial assistance for nonprofit management, Government relations on behalf of entire sector, Garnering affirmative publicity for the sector

Fees for Services: Membership varies from \$35 - \$1500 depending on the organizations operating budget. Free 6 month membership to all Bronx nonprofits, www.npccny.org/6months

Contact Information: www.npccny.org, (212) 502-4191

Nonprofit Finance Fund

NFF works to create a strong, well-capitalized and durable nonprofit sector that connects money to mission effectively, supporting the highest aspirations and most generous impulses of people and communities

Services Offered: Financial and advisory services, Facilities and working capital loans and lines of credit, Asset-building programs, Intensive workshops, Nonprofit Business Analyses, and other consultations, Provide loans to nonprofits.

Contact Information: www.nonprofitfinancefund.org, (212) 868-6710

Nonprofit Solutions Network Corporation

SNS's goal is to reduce overhead cost structures with streamlined communication and data collection services that empower organizations to focus on their program services.

Services Offered: E-marketing Promotion, Extensive Networking Resources, Provide Networking Across Multiple Sites, Disaster Recovery, IT Training, Database Development, Unlimited support plans, Intranet/Extranet Systems. Contact for fee quotes.

Contact Information: www.nonprofitsolutions.net, (212) 666-4082

Support Center for Nonprofit Management

Since 1986, the Support Center has been dedicated to improving our society by helping nonprofit organizations and leaders. Our consulting, transition management and training services are designed to increase the effectiveness of the nonprofit sector.

Services Offered: Succession Planning, Comprehensive Executive Transition Management (ETM) Services, Interim Executive Leadership, Executive and Board Coaching, Strategic Planning and Strategic Restructuring, Board Development and Governance, Fund Development, Financial Management, Workshop Series Offered. Workshops: \$60 - \$200, Certificates: \$579 - \$1339, Room Rentals: \$70 - \$250

Contact Information: www.supportctr.org, (212) 924-6744, (609) 2780482



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Taproot Foundation

Nonprofits have the greatest potential for addressing our society's most challenging social and environmental problems, but often lack the operational resources to be effective. The Taproot Foundation exists to close this gap and ensure all nonprofits have the infrastructure they need to thrive.

Services Offered: Professional Consulting Services are provided in the following areas: Marketing , Information Technology, Strategy Management, Leadership Development & Strategic HR, Facilities. Services are free of Charge if you meet the criteria.

Contact Information: www.taprootfoundation.org, (212) 522-1329

United Way of NYC

The United Way of New York City creates, leads and supports strategic initiatives that address the root causes of critical human care problems in order to achieve measurable improvement in the lives of the city's most vulnerable residents and communities. Throughout our work, we partner with neighborhood agencies, government, business, foundations, volunteers and others so that we can collectively achieve more than any one organization working alone.

Services Offered: Convene and work side-by-side with individuals, nonprofits, government, businesses, faith-based and other community partners, Create and fund initiatives that improve the quality of life for individuals and families - and multiply them again and again, Provide technical assistance, leadership development and a wide range of support to strengthen the capacity of our nonprofit partners, Work with policy makers and advocate on important issues around health, education, and income.

Contact Information: www.unitedwaynyc.org, (212) 251-2500

Workplace Psychology

Workplace Psychology is a consortium of business psychologists that offers advice to senior leaders, coaching for top executives, training for middle managers, and consulting on organization development.

Services Offered: Strategic clarification, Governance and board development, Succession and leader development, Teamwork effectiveness, Performance management, Change implementation, Culture transformation and conflict resolution, Conducting leadership and staff retreats

Contact Information: www.workplacepsych.com, (914) 591-8470