

School of Business and Nonprofit Management

Course Syllabus

Course: 5730 Nonprofit Law, Policy, and Government Relations
Academic Year: 2012/13 **Semester/Quad:** Fall Quad B
Credit Hours: 2
Prerequisites: SBNM 5710

Instructor: *Jimmie R. Alford, LL.D.,LH.D.*

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Availability:

Generally, office hours are the day of class between 4 and 6 PM, or by appointment

Course Description:

This course analyzes major aspects of federal and state law affecting nonprofit organizations and explores the dynamics of interdependence between nonprofit organizations, government, and the public policy process.

Course Materials:

Text Books

Social Policy and Social Programs: A Method for the Practical Public Policy,

Donald E. Chambers

Kenneth Wedel Publisher: Pearson

Copyright: 2009

Format: Paper; 264 pp

Paul Slack (1990). *The English Poor Law, 1531-1782; Great Britain: Cambridge University Press.*

Additional Readings:

A \$20.00 fee will be charged to your student account for articles requiring copyright clearance.

1. Bruce Hopkins (2001). Chapter 7, The Legal Aspects of Government Affairs and Lobbying (In *The Legislative Labyrinth*, pp. 131-174).
JK1118.L44 (library)
1. Illinois Compiled Statutes: General Not For Profit Corporation Act of 1986 (805 ILCS 105/) (Public Act 84-1423).
www.lakepointtower.org/document/ilgennfpcorpact.pdf?21588
2. IRS Publication 557: Tax Exempt Status for Your Organization (Rev. July, 2001).
www.irs.gov/pub/irs-pdf/p557.pdf
3. IRS Form 1023: Application for Recognition of Exemption under Section 501c3 of the Internal Revenue Code (Rev. September, 1998).
www.airsafe.org/form1023.pdf
4. Lisa Runquist (2002). *Intermediate Sanctions- FINAL Regulations* (Online).
http://www.runquist.com/article_intermedsancts.htm

5. John Faron and David Flavin (u.d.). *Publicity and Disclosure of Form 990*; (Online). <http://www.irs.gov/pub/irs-tege/eotopicb97.pdf>

6. Dennis Young (1999). Chapter 1, Complementary, Supplementary, or Adversial? A Theoretic and Historical Examination of Nonprofit-Government Relations in the United States (in *Nonprofits & Government: Collaboration and Conflict*, pp. 31-67). **Obtain CC**

7. Lester Salamon (1995). Chapter 8, The Government-Nonprofit Partnership in Practice (in *Partners in Public Service: Government-Nonprofit Relations in the Modern Welfare State*, pp. 103-114). HD 62.6.S34 (**library**)

8. Robert Herman and David Renz (1997). Multiple Constituencies and the Social Construction of Nonprofit Organization Effectiveness. *Nonprofits and Voluntary Sector Quarterly*, 26 (2) 185-206.

<https://www.northpark.edu/brandel-library/databases-and-online-resources/database-redirect.aspx?NPULink=http://nvs.sagepub.com/cgi/content/abstract/26/2/185>).

9. Bob Smucker (1999). Excerpt from *The Nonprofit Lobbying Guide, 2nd Ed. Pp. 51-100*; Washington, DC: Independent Sector.

http://www.independentsector.org/PDFs/nonprofit_lobbying_guide/chapter9.pdf

http://www.independentsector.org/PDFs/nonprofit_lobbying_guide/chapter10.pdf

http://www.independentsector.org/PDFs/nonprofit_lobbying_guide/whylobby.pdf

Essential IDEA Objectives:

1. Gaining factual knowledge (terminology, classifications, methods, trends).
2. Learning fundamental principles, generalizations, or theories.
3. Developing specific skills, competencies, and points of view needed by professionals in the field most closely related to this course.

Specific Course Objectives:

Through participation in this course, students will increase their specific knowledge in the following areas:

1. Historical framework and current policies vis-à-vis the state and federal systems.
2. Rules regulating corporate and administrative behaviors of nonprofit organizations in management, service provision, and fundraising.
3. Organizational liability issues.
4. Tax and legal issues pertaining to advocacy, lobbying, and political activities.
5. Strategies for analyzing public problems and policies.
6. Overview of how policies are made in legislative, administrative, and legal arenas.
7. Techniques for successful public policy advocacy at federal, state, and local levels.
8. Strategies for developing and maintaining successful partnerships and collaborations with government entities.
9. Critical public policy issues that have an impact on the nonprofit sector.

Course Methodology:

Class sessions will consist of presentations by the instructor and/or guest lecturers with particular expertise. There will be extensive class discussion based on the assigned readings. Drawing upon the readings and discussion, each student will prepare 3 written assignments. Additionally, there will be a strong emphasis on current legislative issues and topics. A critical learning exercise will be built around topical debate teams. Each class member will be randomly assigned a topic and debate team. Each team will take a position regarding a current public policy topic and debate the position with a team representing an opposing view.

Computer Requirements:

In order to effectively participate in and successfully complete this course, each participant will need to have access to a computer and a high-speed internet connection. Please visit <http://www.northpark.edu/Campus-Life-and-Services/Information-Technology/Network/Minimum-Requirements> for information on computer requirements.

Schedule of Weekly Assignments: (All Classes 6:30-9:50 PM Mag 2)

Week	Dates	Topics	Assignment(s)
1	October 25, 2012	<u>Foundations of Civil Society</u> Ancient cultures, religious foundations, and historical events that have influenced our current social policies	
2	November 1, 2012	<u>Foundations of Civil Society</u> English Poor law and the current translation of our welfare system	Reading: Slack Paper due: Poor Law interpretation
3	November 8, 2012	<u>The Legislative Process</u> [] Terminology and steps common to enacting a bill into law and the role of lobbying [] Identification and communication with State of Illinois legislators	Readings: Hopkins Smucker Paper due: Legislation and Lobbying Research Related to Debate Topic
4	November 15, 2012	<u>Laws and Legal Issues</u> State incorporation laws, federal exemption requirements, and various legal issues that effect nonprofit administration	Readings: Illinois Statutes; Publication 557; Form 1023 Runquist Faron & Flavin Guest Speaker:
5	November 29, 2012	<u>NPO:Government Relations</u> [] Relationship between government and nonprofit organizations in the modern welfare state	Readings: Young Salamon Debate 1 and Debate 2

Week	Dates	Topics	Assignment(s)
6	December 6, 2012	<input type="checkbox"/> Attention will be given to government grants and contracts <u>NPO:Government Relations</u>	Herman & Renz Chambers (Chs. 1, 2, 3)
		<input type="checkbox"/> Continuation of relationship between government and nonprofit organizations in the modern welfare state <input type="checkbox"/> Understanding how the administration of nonprofit organizations involves acceptance and management of multiple and diverse constituencies.	Third and Final Paper: Paper on social policy and program Debate #3
7	December 13, 2012	<u>Public Policy</u> Relationship between government and nonprofit organizations in the modern welfare state via the public policy process.	Readings: Chambers (Chs. 4,5,6,7,8,9) Presentation of Final Papers in Class

Grading:

Assignment	Points	Grade %
Overall Class Participation	15	15%
Paper: English Poor Law Interpretation	15	15%
Paper: Legislation and Lobbying Research Related to Debate Topic	15	15%
Final Paper: Social Policy and Program	20	20%
Debate: Preparation, Participation and Presentation	35	35%
Total	100	100%

Grade Mapping:

Numeric Grade	Letter Grade	Numeric Grade	Letter Grade
	A (95-100%)		B- (80-82%)
	A- (90-94%)		C+ (77-79%)
	B+ (87-89%)		C (73-76%)
	B (83-86%)		C- (70-72%)

Assignment Grading Policies:

Please note late submissions of any assignment are accepted for good reason, but will cost 10% of the total assignment points for each day or portion of a day late.

Student Responsibilities:

There is a premium upon participation and promptness. Two of the assignments are experiential. These require students to participate in one volunteer activity and observe one Board meeting during the class. These two activities reflected in major papers represent a 60% of the grade. If for some reason anyone has difficulty in determining an opportunity for either assignment, see professor Alford as soon as possible.

Instructor Responsibilities:

The instructor will be prepared each week and encourage an environment of participation. The instructor will be available for individual consultation as needed and scheduled. Guest speakers will supplement class lectures. Planned class content may vary somewhat from week to week depending upon the availability of guests.

ASSIGNMENT #1 English Poor Law 15 Points

English Poor Laws from 1531 to 1782 have been recognized for their influence upon US Social Welfare. The development of laws in England and English perspective carried into the early founding of The United States and greatly influenced the laws and attitudes of our modern social welfare system.

Completion of paper ...1 point

What is the significance of the 1349 Statute of Labourers.....2 points

What was the influence of Calvinism in the development of English Poor Laws2 points

What are the key elements of the laws of 1531 and 1536.....2 points

The comprehensive law of 1601 created a Central Administration with implementation throughout England. What was added in the Act of Settlement of 1662 and why is it significant.....2 points

What were the results of Speenhamland and the subsidy system.....2

What were the goals of the “workhouse” laws of 1723....2

How would you relate English Poor Laws to the TANF legislation of recent times...2

The paper is to utilize APA format. The paper is to be 3-5 pages in addition to the title page, abstract and reference pages.

The paper is due by start of class on Thursday, November 1 at 6:30 PM. It may be emailed or hard copy turned in before class begins.

ASSIGNMENT #2 Legislation and Lobbying Research Related to Debate Topic 15 Points

Legislative and lobbying research is to be compiled related to the assigned debate topic. The research is to represent both federal and state regulation as well as proposed changes. Special

consideration is to be given to the pro's and con's of the current and proposed legislation or policy. Special emphasis is to be placed on the current status of the proposed legislation, its impact and the likelihood of changes being enacted. Research is to be conducted regarding the impact of lobbying upon the legislation as it currently stands, and expected outcome.

Completion of the paper...1

Overview and background of the debate topic...2

What are the pro's and con's of the current or proposed legislation or position related to the debate topic...pro's...3....con's...3

What is the likely impact of the proposed positions locally and nationally...3

What lobbying is currently being conducted on the topic or related issues and what is your prediction of likely outcome...3

Length: Up to eight pages excluding references, abstract and title pages. APA style is required. Points will be deducted for aspects of APA style not followed. Due 11/8/2012 Before start of class at 6:30 PM by email or hard copy.

ASSIGNMENT #3 Third and Final Paper 20 points

You are to create a social policy and program (one that is of personal interest and importance to you) that incorporates the following components:

1. What purpose or goal do you wish to achieve with your policy?...2
2. Given the purpose or goal, who is entitled to receive services?...3
3. In what form would services be given?...3
4. Whom will you select to deliver the services?...3
5. How will the policy or program be financed?...3
6. What is the current state of the program in relationship to public awareness, policy or law and how do you wish enhance and sustain the program?...3
7. What is your ultimate vision for the program?...3

Length: up to 10 pages in addition to references, title page, abstract. Remember to us APA Style for all papers. Due December 6, 2012 by email or hard copy before class at 6:30 PM.

POLICY STATEMENTS

Academic Honesty

In keeping with our Christian heritage and commitment, North Park University and the School of Business and Nonprofit Management are committed to the highest possible ethical and moral standards. Just as we will constantly strive to live up to these high standards, we expect our students to do the same. To that end, cheating of any sort will not be tolerated. Students who are discovered cheating are subject to discipline up to and including failure of a course and expulsion.

Our definition of cheating includes but is not limited to:

1. Plagiarism – the use of another’s work as one’s own without giving credit to the individual. This includes using materials from the internet.
2. Copying another’s answers on an examination.
3. Deliberately allowing another to copy one’s answers or work.
4. Signing an attendance roster for another who is not present.

In the special instance of group work, the instructor will make clear his/her expectations with respect to individual vs. collaborative work. A violation of these expectations may be considered cheating as well. For further information on this subject you may refer to the Academic Dishonesty section of the University’s online catalog.

In conclusion, it is our mission to prepare each student for a life of significance and service. Honesty and ethical behavior are the foundation upon which such lives are built. We therefore expect the highest standards of each student in this regard.

Attendance Policy for Graduate Courses

The graduate courses in the SBNM are all 7 weeks in length. Missing one class session is allowed without penalty as long as all readings and assignments are made up by the student within a reasonable time period (the following week). Failing to log into an online course site for an entire week is allowed, but a penalty may be applied at the instructor’s discretion. Missing a second class session is allowed only in unusual circumstances by prior arrangement with the instructor. Since this represents almost 30% of the engagement time for the course, the student runs the risk of receiving a lower overall grade for the class. Faculty are encouraged to drop the course grade by a full letter grade in this situation. A student who misses three classes (or the equivalent for an online class) will automatically fail the course, unless the student drops the course before the seventh week of class. Students who drop a course will be held responsible for tuition, based upon the current North Park University policy outlined in the University Catalog (found on the NPU website).

APA Requirement

The School of Business and Nonprofit Management (SBNM) has adopted the *Publication Manual of the American Psychological Association* (APA) as the standard and required format for all written assignments in SBNM courses.

Our goal in adopting the *APA Manual* is to enhance student learning by:

- 1) Improving student’s writing skills.
- 2) Standardizing the required format of all written assignments in all SBNM courses.
- 3) Emphasizing the importance of paper mechanics, grammatical constructs, and the necessity of proper citations.
- 4) Holding students accountable for high quality written work.

If you are unfamiliar with the requirements of the *APA Manual*, we recommend that you purchase the reference manual and/or that you consult one or more of the suggested resources as listed on the Student Resources section of the SBNM website. ***It is your responsibility to learn and ensure that all written work is formatted according to the standards of the APA Manual.***

Students with Disabilities

Students with disabilities who believe that they may need accommodations in this class are encouraged to contact your program’s office (Business: 773-244-6270). Please do so as soon as possible to better

ensure that such accommodations are implemented in a timely manner. For further information please review the following website: <http://www.northpark.edu/ada>