

Each session is led by an industry professional with significant expertise in the subject focus for that day. Breakfast refreshments and snacks are included in each session and the locations vary throughout the city— mostly in the north, near west, and loop neighborhoods.

All sessions are held on Saturdays from 9:00am – 1:00pm.

Topics include:

◆ **Organizational Structures and Board Lifecycles**

- Structures of arts organizations and their boards—staffing, income, and programming models
- Life cycle of arts organizations, from the founding board to the working board and the governing board
- Relationship between the board and staff, and challenges posed by staffing and board transitions
- Types of earned and contributed revenue

◆ **Legal & Fiduciary Responsibilities**

- Laws governing nonprofit boards
- Volunteer Protection Act of 1997
- Intellectual Property
- Contracts

◆ **Nonprofit Finances, Budgeting, & Tax Issues**

- How nonprofit (501(c)3) status affects the ability of an arts organization to earn business income including tax implications of UBIT
- Financial oversight and safeguarding of assets and nonprofit status
- Reviewing nonprofit financial statements
- Achieving financial accountability

◆ **Funding, Fundraising, and Development**

- Complex landscape of funding for nonprofit arts organizations and sector-wide trends
- Defining the sources of philanthropic support
- Role board members must play in securing funds
- Identifying prospects and creating an “ask”

Cost: \$275 for all sessions or \$75 per session

Contact Programs Manager, Noemi Garcia, for further details: ngarcia@artsbiz-chicago.org.