

**Budgeting and Human Resources 101 Workshops for Non-Profits and Community Organizations,  
May 15<sup>th</sup>, 2011**

Registration Form

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Email: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Address: \_\_\_\_\_

*Please fill out this form and submit with your payment of \$55/person (check only, please do not send cash). Fill out one form for each participant (limit 2 per organization). Payment must be received by May 8<sup>th</sup> to qualify for early registration (space is limited, so get your payment in early, seats cannot be reserved before payment is received). Cost of workshop is \$65 if paid at the door.*

*Thank You!*

*Send to: South Central Wa. RC&D, attn: workshop, 1606 Perry St., Suite E, Yakima, Wa. 98902*

1) What are the biggest challenges regarding budget development for your organization?

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2) Does your organization conduct budget planning or reporting? (If so, bring it with you to the training)

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3) Does your organization have personnel policies? (If so, bring them with you to the training)

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4) What is covered in your human resources policies?

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5) What issues are you most interested in covering in this training and why?

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6) What other issues would you like to see covered regarding non-profits and small organization management?

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7) How many employees are in your organization? \_\_\_\_\_

8) What was your organization's annual operating budget in 2011? \_\_\_\_\_