

UČNI NAČRT PREDMETA / COURSE SYLLABUS

Predmet:	Fundraising
Course title:	Fundraising

Študijski program in stopnja Study programme and level	Študijska smer Study field	Letnik Academic year	Semester Semester
Informatika v sodobni družbi, visokošolski strokovni in univerzitetni študijski program prve stopnje	-	Drugi ali tretji	Četrta ali šesta
Informatics in Contemporary Society, first cycle Professional Study Programme and Academic Study programme	-	Second or third	Fourth or sixth

Vrsta predmeta / Course type

Izbirni / Elective

Univerzitetna koda predmeta / University course code:

1-ISD-VS,UN-IP-FR-2016-10-01

Predavanja Lectures	Seminar Seminar	Vaje Tutorial	Klinične vaje work	Druge oblike študija	Samost. delo Individ. work	ECTS
15	-	45	-	15	105	6

Nosilec predmeta / Lecturer:

Jeziki /

Languages:

Predavanja /

Lectures:

Vaje / Tutorial:

Slovenski, angleški / Slovene, English

Slovenski, angleški / Slovene, English

Pogoji za vključitev v delo oz. za opravljanje študijskih obveznosti:

Pogoj za vključitev v delo je vpis v 2. ali 3. letnik študija.

Študent/študentka mora pred pristopom k izpitu pripraviti in zagovarjati empirično seminarsko nalogo.

Prerequisites:

Condition for participation is enrolment into 2nd or 3rd year of study.

The student is obliged to prepare and defend his/her seminar paper before the admission to the examination.

Vsebina:

- Pomen pridobivanja sredstev.
- Družbeno utemeljevanje pridobivanja sredstev
- Vloge pri pridobivanju sredstev: posamezniki, podjetja, fundacije, neprofitne organizacije, država
- Proces pridobivanja sredstev: oblikovanje skupnosti zainteresiranih darovalcev, oblikovanje skladov, vzpostavljanje stikov z darovalci, načrt pridobivanja sredstev.
- Pregled programov in skladov, ki razpisujejo sredstva za RR projekte: lokalni, nacionalni, transnacionalni, Evropski.
- Priprava projekta in projektne dokumentacije.
- Oblikovanja projektnega konzorcija in priprava konzorcijskega sporazuma.
- Priprava delovnega programa s finančno konstrukcijo (osnove).
- Vodenje projekta.
- Razumevanje postopka ocenjevanja projekta in vloge ocenjevalca.
- Osnove administrativno-finančnega vodenja projekta.

Content (Syllabus outline):

- The importance of fundraising.
- Social justification of fundraising.
- Roles in fundraising: individuals, businesses, foundations, non-profit organizations, the state.
- The process of fundraising: creating a community of donors, developing funds, establishing contacts with donors, fundraising plan.
- Overview of programs and funds for R&D projects: local, national, transnational, European.
- Preparation of project and documentation.
- Building project consortium and preparation of consortium agreement.
- Preparation of the work program with the financial plan.
- Project management.
- Understanding of the evaluation process of the project and role of the assessor.
- Basics of administrative and financial management of the project.

Temeljni literatura in viri / Readings:

- Sargeant, A., Elaine, J. (2014): Fundraising Management : Analysis, Planning and Practice. New York, London: Routledge.
- Russelm M. (2014) Fundraising Ideas: Plan and run events to raise money for good causes. London: Robinson.
- (2015) Agile Project Management Mastery: An Advanced Guide To Agile Project Management. Albany: Clydebank Media.

Vsako leto bomo določili seznam dodatnih aktualnih virov in gradiv. / Every year we will determine the list of additional references and materials.

Cilji in kompetence:

Učna enota prispeva k razvoju naslednjih splošnih in predmetno-specifičnih kompetenc:

Splošne kompetence:

- sposobnost fleksibilne uporabe znanja v praksi
- poznavanje pomena kakovosti in prizadevanje za kakovost strokovnega dela skozi avtonomnost, (samo)kritičnost,

Objectives and competences:

The instructional unit contributes to the development of the following general and subject-specific competences:

General competences:

- ability to use the acquired knowledge in practice in a flexible manner
- knowledge of the meaning of quality and striving to achieve quality of professional work through autonomy,

(samo)refleksivnost in
(samo)evalviranje v strokovnem
delu

- občutljivost za ljudi in socialno okolje ter razvoj komunikacijskih sposobnosti in spretnosti, posebej komunikacije v mednarodnem okolju
- zmožnost vzpostavljanja in vzdrževanja kooperativnih odnosov za delo v skupini in z drugimi uporabniki in skupinami (lokalna skupnost, organizacije javne uprave, gospodarstvo, nevladne organizacije) ter zmožnost strpnega dialoga
- zmožnost za prepoznavanje in izkoriščanje priložnosti, ki se ponujajo v delovnem in družbenem okolju (ki se izkazujejo kot podjetniški duh in aktivno državljanstvo)

Predmetnospecifične kompetence:

- sposobnost za reševanje konkretnih družbenih in delovnih problemov z uporabo družboslovnih znanstvenih metod in postopkov
- sposobnost povezovanja koherentno obvladanega temeljnega znanja, pridobljenega pri obveznih predmetih, ter njegova uporaba v praksi
- sposobnost uporabe informacijsko-komunikacijske tehnologije in sistemov na področju družbenih ved
- organizacijske in vodstvene spretnosti v organizacijah, ob razumevanju individualnih vrednot in skupinskih vrednotnih sistemov, z obvladovanjem profesionalno – etičnih vprašanj
- organizacijske in vodstvene spretnosti za organiziranje aktivnega in samostojnega dela,
- poznavanje in razumevanje teoretičnih osnov analitičnega in svetovalnega dela (prenos znanja do uporabnika)

(self) criticism, (self) reflexivity and
(self) evaluation in professional work,

- sensitivity for people and social environment and development of communication competences and skills, especially for communication in the international environment
- competence for establishment and maintenance of cooperative relations for group work and work with other users and groups (local community, public organisations, economy, NGOs) and the ability for common dialogue
- the ability to recognise and take advantage of the opportunities, arising in work and social environment (and shown as the entrepreneurial spirit and active citizenship)

Subject-specific competences:

- ability to solve technical and analytical or social and work-related problems using appropriate methods and procedures
- ability to link coherent fundamental knowledge acquired at compulsory subjects and its application in practice
- the competence to use information communication technology and systems in the field of social sciences
- organisational and leadership skills at institutions, while understanding individual values and group value systems for the management of professional – ethical questions
- organisational and leadership skills for the organisation of active and independent work,
- knowledge and understanding of theoretical bases of analytical and counselling work (transfer of knowledge to user)

Predvideni študijski rezultati:

Znanje in razumevanje:

Študent/študentka:

- pozna in razume možnosti in omejitve pri pridobivanju sredstev
- pozna in razume pravila za pridobivanje nepovratnih sredstev in zna oceniti načelne možnosti določenega razvojno-raziskovalnega projekta
- zna pripraviti projekt za prijavo na programe / sklade eu
- zna organizirati delo drugih partnerjev, ki sodelujejo pri pripravi
- zna pripraviti opis projekta na tak način, da ga evalvator lahko dobro oceni
- zna zastaviti administrativno-finančno vodenje projekta

Intended learning outcomes:

Knowledge and understanding:

The student:

- knows and understands reasonable possibilities and limitations in fundraising
- knows and understands the rules for getting grants and is able to assess the possibility that a particular research and development project will be funded
- can prepare a project to apply lto various calls for
- is able to organize the work of other partners involved in the preparation of the project
- is able to prepare a project description in such a way that it is positively assessed by the evaluator
- can organize the administrative and financial management of the project

Metode poučevanja in učenja:

- predavanja z aktivno udeležbo študentov (razlaga, diskusija, vprašanja, primeri, reševanje problemov)
- seminarske vaje (projektno delo, timsko delo, diskusija, sporočanje povratne informacij)
- individualne in skupinske konzultacije (diskusija, dodatna razlaga, obravnava specifičnih vprašanj)

Learning and teaching methods:

- *lectures* with active students' involvement (explanation, discussion, questions, examples, problem solving)
- *seminar practice* (project work, team work, teamwork, discussions, feedback messaging)
- individual and group *consultations* (discussion, additional explanation, dealing with specific questions)

Delež (v %) /

Weight (in %)

Načini ocenjevanja:

Način (pisni izpit, ustno izpraševanje, naloge, projekt):

- seminarska naloga/projektna dokumentacije ter predstavitev

100

Assessment:

Type (examination, oral, coursework, project):

- Seminar paper/ project documentation and presentation