

CERTIFICATE IN NGO MANAGEMENT (CNM)

Term-End Examination

June, 2022

BMS-002 : MANAGEMENT FUNCTIONS

Time : 2 hours

Maximum Marks : 50

Note : Attempt any **five** questions. Marks are indicated against questions.

1. Attempt any **two** of the following : $2 \times 5 = 10$
- (a) Bring out the important differences between trusts and societies. Cite examples.
 - (b) Identify any five ways in which trusts can be registered.
 - (c) Explain any two income tax privileges available for donors to NGOs, citing the relevant section of the Income Tax Act.
2. Discuss the role of a Project Management Information System (PMIS) in directing and controlling project management. 10

3. Explain any **two** of the following : 2×5=10
- (a) Gantt chart and its limitations
 - (b) Rules of project network construction
 - (c) Generation of time estimates in PERT
4. Elaborate on any two techniques of raising funds for NGOs. 10
5. (a) What are the key advantages of preparing a budget ? 5
- (b) Give a suggested checklist for preparing a project proposal. 5
6. Explain any three phases of the project life cycle. 10
7. Write a detailed note explaining how Information Technology helps NGOs in their functioning. 10
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