

University of Oregon, School of Planning, Public Policy & Management
PPPM 484, Public & Nonprofit Financial Management
Winter Quarter, 2024
(4 credits)
CRN: 24452

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Important Information	
Course Location	LEB 117
Course Meeting Times	Tuesdays 1600- 1850
Q&A Walk-in with the Professor	Tuesdays 1330-1530
Make an Appointment with the Professor	arus+FM@uoregon.edu
Required Text	<i>Financial Management for Public, Health, and Not-for-Profit Organizations 7th edition</i>
Canvas Page	https://canvas.uoregon.edu/courses/235865
Professor's Teaching Philosophy	https://sites.google.com/pdx.edu/andrewrusso/home

Course Description

This course explores financial management principles and practices specific to public and nonprofit organizations. Students will gain a comprehensive understanding of budgeting, financial reporting, fiscal policy, and strategic financial decision-making within the context of these sectors.

Welcome Message

On behalf of the School of Planning, Public Policy, & Management, welcome to another academic year. As your professor this quarter, I want to convey that it is my goal to facilitate your learning in a welcoming and collegial environment. As your professor, my goal is to create a welcoming and collegial environment that facilitates your learning. I believe in empowering students to become critical thinkers with a profound grasp of financial management principles in the public and nonprofit sectors.

Important Items to Remember

- Textbooks and Readings: Finkler, Steven A., Thad D. Calabrese, and Daniel L. Smith. *Financial Management for Public, Health, and Not-for-Profit Organizations*. Seventh edition. Thousand Oaks, California: CQ Press, an imprint of SAGE Publications, Inc., 2023. Print.

[The Knight Library has 15 Digital Copies](#)

[Talk to the Eugene Library about Interlibrary Loan](#)

If you're having trouble getting the book, talk to me ASAP.

- **Preparation:** Complete assigned readings before class for effective review and discussion.
- **Class Timeliness:** Aim to arrive within the first 10 minutes of the class start time.
- **Support:** If you encounter difficulties, discuss them with me for assistance.
- **Freedom to Step Out:** Students are free to step out of the classroom if needed.
- **Class Attendance:** A simple email notification is sufficient if you need to miss a class.
- **Health Considerations:** Follow healthcare recommendations if unwell or exposed to illness.
- **My Role:** I'm here to facilitate your learning and provide a foundation for you to build upon.
- **Diverse Perspectives:** Embrace diversity in experiences; class participation is encouraged.
- **Assignments:** Assignments for undergraduates and graduates will be clearly indicated.
- **Openness to Learning:** It's okay not to know everything; the focus is on problem-solving and critical thinking.

Course Details and Schedule

This course provides a foundational introduction to financial management in public and nonprofit organizations. It addresses budgeting, financial reporting, fiscal policy, and strategic financial decision-making. The course is divided into three sections:

Section 1: Foundations of Financial Management

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Week 1 – Introductions and Overview	
I ask you to read	Textbook Chapter 1
I ask you to complete NLT JAN 16 @ 1539	Foundations of Financial Management
Week 2 – Budgeting and Financial Planning	
I ask you to read	Textbook Chapters 2 and 3

Week 3 – Costs and Concepts	
I ask you to read	Textbook Chapter 4
I ask you to complete NLT JAN 30th @ 1539	Applying Financial Management Concepts

Section 2: Financial Planning and Budgeting

Week 4 – Fiscal Policy	
I ask you to Watch	Wealth and Poverty Lecture – ONLY Fiscal Policy Chapter What's the Profit in Nonprofits
Week 5 – Capital Budgeting and Financing Decisions	
I ask you to read	Textbook Chapters 5 and 6
Week 6 – Financial Risk Management	
I ask you to read	Textbook Chapters 7 and 8
I ask you to complete NLT FEB 20th @ 1539	Green Cities Collaboration

Section 3: Communicating Your Results

Week 7 – Strategic Financial Decision-Making	
I ask you to read	Textbook Chapters 9 and 10
Week 8 – Unique Budgeting Considerations	
I ask you to read	Either: Chapters 11 (Nonprofit) OR Chapters 12 and 13 (Public)
Week 9– Let's Talk Presenting Your Budgets	
I ask you to read	Nothing (Yes, you read that correctly)
I ask you to complete NLT FEB 20th @ 1539	Green Cities Collaboration

Weeks 10 and Finals

Please read Chapters 14 and 15 to prepare for the course's final. Details are on the assignments page on Canvas.

Assignments, Expectations, and Grading

Detailed assignment prompts, grading expectations, and instructions are found in the Canvas Assignments Tab. For all assignments in class, I expect you to provide high-quality, well-constructed work. Poor quality writing and poor-quality presentations will limit your academic and career success. So let us use this time to improve both. It is also easy to misinterpret evaluation findings, so clear and precise writing is essential. Extensions are only granted on a case-by-case basis and must also be cleared up with your group.

Grading Components: Utilizing contract grading within a 400-level course is described on the Canvas page.

Documented Disabilities

Students who have a documented disability and anticipate needing accommodation in this course should make arrangements with me as soon as possible. Feel free to stop by my office, speak with me before/after class, or email me.

Academic Misconduct

You are always expected to do your own work. Copying content from other students or other authors and submitting it as your own work is grounds for failing the class. The University Student Conduct Code (available at conduct.uoregon.edu) defines academic misconduct. Students are prohibited from committing or attempting to commit any act that constitutes academic misconduct. For example, students should not give or receive (or attempt to give or receive) unauthorized help on assignments or examinations without express permission from me. Students should properly acknowledge and document all sources of information (e.g. quotations, paraphrases, ideas). If there is any question about whether an act constitutes academic misconduct, it is your obligation to clarify the question with me before committing the act. Information about a common form of academic misconduct, plagiarism, is available at: www.libweb.uoregon.edu/guides/plagiarism/students.

Class Artificial Intelligence Use Policy

In this mixed graduate and undergraduate class, using Artificial Intelligence (AI) tools and technologies is not only permitted but actively encouraged to enhance your learning and research experiences. AI can be a valuable resource for your assignments, projects, and research endeavors within the scope of this course. However, to ensure transparency and maintain academic integrity, we must establish some guidelines for the responsible use of AI in this learning environment.

You are required to submit the prompts or input data you used when using AI-generated content. Failure to do so will result in you receiving an “incomplete” for the assignment and you may resubmit it. After your first warning, further misuse of AI, including failure to submit prompts or using AI for academic misconduct, will have consequences in line with the university's policies on academic integrity.

This is crucial to maintaining transparency in your work. By providing the prompts, you allow me to assess your understanding of the assignment and the AI's role in completing it. It also ensures that your use of AI aligns with the course's learning objectives. When submitting prompts, please ensure they are clear, relevant to the task, and adequately document any modifications made during the AI

generation process. I value your creativity and innovation but also seek to evaluate your proficiency in setting up AI tools effectively.

Inclusion & Duty to Report Sexual Assault

The School of Architecture and Allied Arts, the administrative home of the PPPM department, is a community that values inclusion. We are committed to equal opportunities for all students to develop individually, professionally, and academically regardless of ethnicity, heritage, gender, sexual orientation, ability, socioeconomic standing, cultural beliefs, and traditions. We are dedicated to an environment that is inclusive and fosters awareness, understanding, and respect for diversity. If you feel excluded or threatened, please let me know. If you are reluctant to speak to someone in person, please know that the University Bias Response Team is also a resource that can assist you. Find more information at their website at <http://bias.uoregon.edu/index.html> or by phoning 541-346-2037.

In addition, we are also committed to providing an environment free of all forms of prohibited discrimination and sexual harassment, including sexual assault, domestic and dating violence, and gender-based stalking. If this happens to you or a student you know, I will counsel you/and or the student to seek confidential assistance at the University Health Center and the University Counseling Center. I am required by the University to report this to the PPPM Department Head and the Office of Affirmative Action and Equal Opportunity so that the incident can be investigated and appropriate action taken.