The Nonprofit & Volunteer Capacity Study

A Joint Project Between

The LBJ School of Public Affairs at The University of Texas at Austin &
The Bush School of Government and Public Service at Texas A&M University
In cooperation with United Way Capital Area

By answering the questions in this survey and returning your completed questionnaire, you will be participating in a study that focuses on *the capacity needs of Central Texas area nonprofits*. **Now is the time to complete the survey so that your voice – and opinion – can be heard.** Your responses will contribute important information about the capacity-building industry (nonprofit trainers, consultants, academic centers, management support centers, etc.) for nonprofit managers, boards and staff members, funders, and the capacity-building industry itself.

It may look like a long survey, but it goes fairly quickly. All of the questions are either multiple-choice (simply check or circle the item that corresponds to your response), or require a short answer. A few questions refer to human resources, volunteer involvement, and financial issues. If necessary, please estimate as best you can.

So that we may compile a summary of responses in a timely manner,
we need to hear from you as soon as possible!

Thank you in advance for completing the survey!
We appreciate your support.

Independent researchers, Dr. Angela Bies of Texas A & M University and Dr. Sarah Jane Rehnborg of the University of Texas and their students are conducting this research study, in cooperation with United Way Capital Area. Please know that your responses to this survey will be kept confidential, and your participation is completely voluntary. You may choose not to answer any question(s) if you do not wish to. Returning the questionnaire indicates your consent to participate. Although we cannot promise you any direct benefit from your participation in this study, we hope that this experience will help you to reflect on your organization's experiences and interest in capacity building. We also hope that the information gathered in this study will help nonprofit funders and voluntary sector leaders to better understand who is providing the capacity-building services nonprofit administrators most desire, and also the extent to which nonprofit leaders are satisfied with the organizational development and technical assistance they are receiving. In addition, the researchers would like to acknowledge the Urban Institute for allowing us to incorporate a sequence of their questions about volunteer involvement in this survey instrument. All participants must be 18 years of age or older. If you have any questions about your rights as a research participant, please contact Ms. Angelia Raines, Director of Research Compliance, Texas A&M University at (979) 458-4067 (araines@vprmail.tamu.edu).

Please contact Angela Bies at abies@tamu.edu or 979/862-8829
with any questions or feedback regarding the questionnaire or this research project.
Thank you.

A. Please tell us about the general conditions and characteristics of your organization.

1. What is your organization's mission area? (Please select the single most appropriate response.)

☐ Arts & Culture ☐ Education ☐ International

☐ Advocacy/Public Societal Benefit ☐ Environment ☐ Legal

☐ Health ☐ Community Development ☐ Economic Development

☐ Human Services ☐ Other (Please Specify) _____

2. Is your organization's work centered on serving a particular identity-based community (e.g. religious/faith community, youth, minorities, seniors, gays & lesbians, etc.)? ☐ Yes ☐ No

If yes, please write in the name of the identity-group _____

3. Does your organization provide direct services? ☐ Yes ☐ No

4. How many people do you serve on an annual basis? (Directly and indirectly -- counting people just once) _____

5. How many paid staff does your organization have?

# of Full-time Employees _____ # of Part-time Employees _____

6a. How many volunteers does your organization have?

# of Volunteers with Program _____ # of Volunteers on Board_____ # of Volunteers in Other_____

6b. <u>In addition to community volunteers</u>, how many national service participants does your organization have?

# of stipended National Service Members (i.e. AmeriCorps, VISTA, Foster Grandparents, etc.) _____

6c. On average, please estimate the total number of hours ALL of your volunteers (including board members and national service participants) work in a typical week? _____

7. In what year was your organization founded? Year Founded (e.g., 1980)_____

8. Please list your organization's total expenses from your most recently completed fiscal year: $_____

9. What percentage of your annual operating budget comes from the following revenue sources? **(must total 100%)**

_____% Government sources _____% Fees/sales/dues _____% Foundations

_____% Corporations or businesses _____% Individual donations _____% The United Way

_____% Other (Please describe)_____ **100%** Total

10. Has your organization had a cash shortfall in the past three (3) years? ☐ Yes ☐ No

11. Does your organization currently collaborate with other organizations to deliver core programs and services?

☐ Yes ☐ No *If yes, how many collaborations over the past year?* _____

12. Has your organization merged with another organization in the last three (3) years? ☐ Yes ☐ No

13. Has your organization ever adapted programs or services to meet funders' interests? ☐ Yes ☐ No

If yes, were such changes consistent with your organization's mission? ☐ Yes ☐ No

14. Does your organization reimburse continuing education expenses for employees? ☐ Yes ☐ No

B. Please tell us about yourself and your career.

1. I am the Chief Executive Officer (Executive Director) for this organization. ☐ Yes ☐ No

If no, my position is _____

I have served in this position for _____ # of years _____# of months

2. The Chief Executive Officer/Executive Director position is a full-time position.

☐ Yes ☐ No ☐ A Chief Executive Director position does not exist in our organization.

3. What is your annual salary (excluding benefits)?

☐ I am not paid, this is a volunteer position.

☐ Less than $25,000/year ☐ 75,000 – 99,999

☐ 25,000 – 49,999 ☐ 100,000 – 124,999

☐ 50,000 – 74,999 ☐ 125,000 or more

4. Which of the following is your highest level of formal education?

☐ Some high school ☐ Some graduate work beyond college degree

☐ High school diploma ☐ M.A., M.S., or other graduate degree

☐ Some college or technical school ☐ JD degree

☐ B.A., B.S., or other college degree ☐ Doctoral degree

5. I am: ☐ Female ☐ Male

6. I am: ☐ African-American ☐ Caucasian/White ☐ Asian/Asian American

☐ Hispanic/Latino ☐ Other (Please specify.) _____

7. I am: _____Years of age.

8. I have previously been employed in the following sector(s).

(Please check all sectors that apply and indicate the number of years employed in each sector.)

☐ Government_____ # of years ☐ Other Nonprofits_____ # of years

☐ Private Sector_____ # of years ☐ Religious Organizations_____ # of years

C. Definitions/Approaches to Capacity Building: What is capacity building?

1. The following is one useful definition of Capacity Building: *Capacity-building initiatives are those activities that assist nonprofit organizations in their long-term ability to achieve their missions effectively and efficiently through management, governance, and persistent re-dedication to achieving results. Capacity building can take many forms including assistance through training, workshop attendance, academic training, and working with a consultant.*

How does your organization approach capacity building? What does capacity building mean to you? Please describe briefly.

D. Critical Issues Facing Nonprofit Leaders in the Central Texas Region

1. Thinking about the Central Texas region, how critical are the following issues to nonprofit leaders? Please indicate how critical each issue is on a scale of 0 to 10, with 0 being "*Not at All Critical*" and 10 being "*Extremely Critical"*, by circling your response.

	Not at All Critical										**Extremely Critical**
Strategic planning	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Improving executive leadership	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Board development	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Accountability	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Program evaluation	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Responsiveness to clients/consumers	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Human resource development	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Building sustainable organizations	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Increasing organizational/issue visibility	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Recruiting qualified staff	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Recruiting qualified volunteers	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Marketing/Public relations	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Technology	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Fundraising & Resource Development	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Networking among nonprofit leaders	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Challenges in external environment	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Program management and development	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Finance, budgeting, and accounting	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Advocacy	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Volunteer Involvement	**0**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**

2. Are there any other critical issues facing nonprofit leaders that we did not include above? If yes, please list and comment on how critical such issues are.