**BOTH pages must be completed and mailed or faxed.**
Make photocopies first to share with colleagues.

Attendee Name:_____________________________________________________________________
Primary/Daytime Phone ______________________________________________________________

<table>
<thead>
<tr>
<th>DATE</th>
<th>Day</th>
<th>Location</th>
<th>TITLE</th>
<th>Duration</th>
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</thead>
<tbody>
<tr>
<td>Sept 12</td>
<td>Mon</td>
<td>NIU-Naperville</td>
<td>Local Law Enforcement Civil Rights Liability in Today’s Environment</td>
<td>Half Day</td>
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<tr>
<td>Sept 14</td>
<td>Wed</td>
<td>Giving DuPage</td>
<td>Know Your Nonprofit Numbers P1: Purpose – Values, Vision, etc.</td>
<td>Afternoon</td>
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<tr>
<td>Sept 21</td>
<td>Wed</td>
<td>Giving DuPage</td>
<td>Know Your Nonprofit Numbers P2: People – Boards, Staff, etc.</td>
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<td>Oct  5</td>
<td>Wed</td>
<td>Giving DuPage</td>
<td>Know Your Nonprofit Numbers P4: Perf. – Program Effectiveness</td>
<td>Afternoon</td>
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<td>Oct  6</td>
<td>Thur</td>
<td>NIU-Hoffman Est</td>
<td>Government Communications 101</td>
<td>Full Day</td>
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<td>Oct 12</td>
<td>Wed</td>
<td>Giving DuPage</td>
<td>Know Your Nonprofit Numbers P5: Promote – Communicating</td>
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<td>Oct 18</td>
<td>Tues</td>
<td>NIU-Naperville</td>
<td>Strategic Planning: The Basics</td>
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<td>Oct 26</td>
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<td>NIU-Naperville</td>
<td>Collective Bargaining: Labor and Management Relations</td>
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<td>Nov  8</td>
<td>Tues</td>
<td>NIU-Naperville</td>
<td>Data Tools &amp; Sources for Decision Makers</td>
<td>Half Day</td>
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<td>Nov 14</td>
<td>Mon</td>
<td>NIU-Hoffman Est</td>
<td>Customers Matter: Quality Customer Service is Essential for Your Bottom Line</td>
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<td>Tues</td>
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<td>Nov 30</td>
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<td>New Civics and the Impact of Globalization</td>
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<td>Giving DuPage</td>
<td>Are You the Perfect Board Member?</td>
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<td>Dec 13</td>
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<td>Collaboration, Coordination, and Consolidation in Local Government</td>
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<td>Jan 18</td>
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<td>Participatory Budgeting: Engaging the Public in Public Decision Making</td>
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<td>Investing in Organizational infrastructure for Nonprofits</td>
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<td>Strategic Planning - Issue Based and Directed</td>
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<td>Feb 16</td>
<td>Thur</td>
<td>NIU-Hoffman Est</td>
<td>Ethical Leadership: Oxymoron to Government Employees?</td>
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<td>Feb 22</td>
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<td>Effective Performance Measurement &amp; Performance Management for Public Organizations</td>
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<td>Wed</td>
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<td>Are You the Perfect Board Member?</td>
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<td>Mar 28</td>
<td>Tues</td>
<td>NIU-Naperville</td>
<td>I.T. Checkup or Total Reconstruction</td>
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<td>Apr  6</td>
<td>Thur</td>
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<td>Executive Director 101 – Nuts &amp; Bolts</td>
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<td>Apr 12</td>
<td>Wed</td>
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<td>Engineering for Non-Engineers</td>
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<td>Tues</td>
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<td>Local Government Financial Reporting</td>
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<td>Apr 28</td>
<td>Fri</td>
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<td>Leadership Lessons: Trying Times Demand Sound Leadership</td>
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<td>May 11</td>
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<td>Land Use, Economic Development, and Zoning</td>
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<td>Tues</td>
<td>DCCF</td>
<td>Grant Writing P1: Skills and Secrets</td>
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<td>High Reliability Organizations</td>
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<td>Jun  1</td>
<td>Thur</td>
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<td>Grant Writing P2: Grant Writing 200</td>
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<td>Jun  2</td>
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<td>Improving Intergovernmental Relations</td>
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<td>June  7</td>
<td>Wed</td>
<td>Giving DuPage</td>
<td>Social Media – Connecting Agencies or Governments and Constituents</td>
<td>Half Day</td>
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</table>
**Two or More From the Same Organization Registration Process**

If you have more than one individual from the same organization registering, please fill out a registration form for each individual with payment information and fax all together to 815-753-6900.

**Discounts are provided to members of the DeKalb County Nonprofit Partnership (DCNP) and Giving DuPage for specific workshops within the Nonprofit Specialization Track. For other workshops not part of the specialization track, regular registration rates will apply. Membership will be verified 7 days prior to the start of the workshop and if not a member, an additional billing for the regular attendee rate will be applied retroactively.**

Due to new PCI (payment card industry) compliance requirements, for credit card transactions, the cardholder’s name and billing address must appear exactly the way it is listed on their credit card statement.

Charge will appear as “NIU Outreach, DeKalb, IL”

Fax Your Registration (credit cards only) to: 815-753-6900

Make check payable to NIU and mail along with this registration form to:

Outreach Services,
Registration Office
Northern Illinois University
DeKalb, IL 60115

Cancellation and Refund Policy
Cancellation requests received at least 7 days prior to the workshop start date will be entitled to a 100% refund. No refunds will be issued for cancellations within 7 days of the workshop start date. Substitutions are allowed with advance notice to NIU. All cancellation and substitution requests must be submitted in writing to Outreachregistration@niu.edu or fax (815) 753-6900. NIU reserves the right to cancel programs within 6 days of class if enrollments are insufficient to cover cost.

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### Attendee Information
Make photocopies first to share with colleagues.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
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<table>
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<th>State</th>
<th>Zip</th>
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### Calculate Total Cost by number of each workshop:
Registrations (postmarked/faxed/phone) received within 14 days of the scheduled workshop will be assessed an additional 10% handling/processing fee in accordance with our late registration policy. Outreach has the right to assess this fee upon the account if received late.

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<th>Early Bird</th>
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<td>Regular Registration (Single)</td>
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<tr>
<td>Regular Registration (2+ from same org.)</td>
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<td>Nonprofit Partner**</td>
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<th>REGULAR REGISTRATION (Single)</th>
<th>REGULAR REGISTRATION (2+ from same org.)</th>
<th>NONPROFIT PARTNER**</th>
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<td>$75</td>
<td>$60</td>
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### Payment Information

- **Check**  □  **MasterCard**  □  **Visa**  □  **Discover**  □  **American Express**

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</table>

**Cardholder’s Signature**