

**LOYOLA COLLEGE (AUTONOMOUS), CHENNAI – 600 034**



**M.A.DEGREE EXAMINATION –SOCIAL WORK**

**FOURTH SEMESTER – APRIL 2019**

**17PSW4MC02– NGO MANAGEMENT**

Date: 03-04-2019

Dept. No.

Max. : 100 Marks

Time: 09:00-12:00

**SECTION A**

**(10 x 2 = 20)**

**Answer ALL Questions. Each answer should not exceed 50 words.**

1. Define Non-Governmental Organization.
2. Name the Stakeholders of an NGO.
3. Bring out the Importance of Ledger in an Organization.
4. List out the Final Accounts of a Non-Profit Organisation.
5. What do you mean by Budgeting?
6. Give the meaning of Trial Balance.
7. Define Book keeping.
8. What do you understand by Auditing?
9. Explain the term Memorandum of Association.
10. Write the meaning of Trust Deed.

**SECTION B (4 x 10 = 40 marks)**

**Answer any FOUR Questions. Your answer should not exceed 150 words.**

11. Explain the components of a Project Proposal
12. What are the Principles of Management?
13. Highlight the Provisions of Income Tax Act related to NGOs.
14. Explain the functions of a Voluntary Organisation.
15. Differentiate between Receipts and Payments Account and Income and Expenditure Account.

**Section- C**

**2x20=40**

**Answer any TWO Questions. Your answer should not exceed 600 words.**

16. Examine the key provisions of Foreign Contributions Regulation Act.
17. Explain the steps involved in conducting a PRA Program.
18. Analyse the salient feature of Companies Amendment Act 2013.

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