



## Class XXIII – 2023 Curriculum & Schedule

Please note which sessions are in-person or virtual and start/finish times may differ.

### Session 1: Wednesday, February 1, 2023

**Time:** 5:30 - 8:00 p.m.

**Designer/Presenter:** Ron Gonzales, Hispanic Foundation of Silicon Valley

**Location:** In Person - U.C. Santa Cruz Silicon Valley Campus 3175 Bowers Ave. Santa Clara, CA 95054.

**LBLA Fellow Orientation and Introduction to the Foundation.** Latino Board Leadership Academy (LBLA) Fellows will receive an overview of the Hispanic Foundation and the LBLA, including an explanation of their individual responsibilities as LBLA Fellows. A presentation will be given on the overall status of the Silicon Valley Latino community.

### Session 2: Wednesday, February 8, 2023

**Time:** 5:30 - 8:00 p.m.

**Designer/Presenter:** Kyra Kazantzis, Silicon Valley Council of Networks (SVCN)

**Location:** Zoom Virtual Platform

**History of Silicon Valley's Nonprofit Sector.** This session will provide Fellows with an in-depth introduction to Silicon Valley's nonprofit sector. This introduction will discuss the nonprofit sector's history, scope, diversity, and significant history. Other topics may include: assessing board culture, and considerations for choosing a "good fit" nonprofit organization.

### Session 3: Wednesday, February 15, 2023

**Time:** 5:30 - 8:00 p.m.

**Designer/Presenter:** Illyasha Peete & Arthur Barinque, Center for Excellence in Nonprofits (CEN)

**Location:** Zoom Virtual Platform

**Board Roles & Responsibilities: Governance Basics and Promising Practices.** An overview of the legal obligations of a nonprofit board, roles and responsibilities of boards as a governing body, the difference between the work of the board and the work of individual board members, the differences between board and staff functions, and promising practices of highly effective boards. Participants will leave with practical tips that will help new board members serve their agencies more effectively.

## Session 4: Wednesday, February 22, 2023

**Time:** 5:30 - 8:00 p.m.

**Designer/Presenter:** Illyasha Peete & Arthur Barinque, Center for Excellence in Nonprofits (CEN)

**Location:** Zoom Virtual Platform

**Financial Responsibilities.** This session will present the basic tools of nonprofit financial governance and the board's role in financial decisions. Fellows will become familiar with finance, financial statements, capital and operational budgeting, and the differences between the for-profit and nonprofit sectors. Fellows will also evaluate the implications of designated and endowment funds; the annual IRS Form 990 and 199; and overall financial decision-making .

## Session 5: Wednesday, March 1, 2023

**Time:** 5:30 - 8:00 p.m.

**Designer/Presenter:** Nelson Layag, Layag Associates

**Location:** Zoom Virtual Platform

**Boards in Action.** In this session, Fellows will be exposed to common issues that nonprofit boards face and to the dynamics that you may encounter in the nonprofit boardroom. The use of case studies will provide a rich interactive experience and further illustrate the roles and responsibilities of boards and a chance to apply concepts to real-life situations.

## Session 6: Wednesday, March 8, 2023

**Time:** 5:30 - 8:00 p.m.

**Designer/Presenter:** Nelson Layag, Layag Associates

**Location:** Zoom Virtual Platform

**The Board's Role in Organizational Sustainability.** Nelson will lead a highly interactive and practical session on the tools and approach which will help define sustainability for your nonprofit organization, identify the current challenges and opportunities facing your business model, and outline immediate decisions and the next steps you need to take to strengthen your nonprofit. He will discuss assessing the financial return and mission impact of core organization activities. He will also explore how boards could be in meaningful partnerships with management teams on the big questions of sustainability.

## Session 7: Wednesday, March 15, 2023

**Time:** 5:30 - 8:00 p.m.

**Designers/Presenters:** Nelson Layag, Layag Associates & Lisanna Dominguez, Executive VP for Eastside Education Initiative and LBLA Alumni

**How to Choose the Perfect Nonprofit & The Nonprofit Board Member Experience**

**Location:** In Person - Location TBD,

You'll hear from LBLA Alumni board members who share their experiences, lessons learned, and how LBLA has provided the tools they've needed to navigate nonprofit boards. In addition, they'll share tips to choose the best nonprofit and what questions to ask before serving as a board member.

## Session 8: Saturday, March 18, 2023 (Special Date & Time)

**Time:** 8:30 a.m. to 12:00 p.m.

**Designer/Presenter:** Guisselle Nunez

**Location:** Zoom Virtual Platform

**Personal Branding.** This workshop focuses on building your personal brand, through social media, and other traditional outlets. Subjects covered include personal branding, identifying techniques to build your personal brand, and applying personal branding techniques to enhance your career and nonprofit development.

## Session 9: Wednesday, March 22, 2023

**Designer/Presenter:** Kay Sprinkel Grace

**Location:** Zoom Virtual Platform

**Fundraising Responsibilities.** This session will emphasize the fundamental stewardship responsibility of Board Members to ensure that the organization whose Board they are serving has the resources necessary to fulfill its mission. Emphasis will be on the growing responsibility of a Board Member in the area of relationship building and fundraising. Kay Sprinkel Grace, author of *The AAA Way to Fundraising Success*, will present her concept that Trustees need to be "Ambassadors, Advocates and/or Askers" for their nonprofit organization.

## Session 10: Wednesday, March 29, 2023 (Special Event)

**Time:** 5:30 - 8:00 p.m.

**Designer:** Hispanic Foundation of Silicon Valley

**Location:** In Person - U.C. Santa Cruz Silicon Valley Campus 3175 Bowers Ave. Santa Clara, CA 95054,

**Fellows & Nonprofit Board Match Night.** Fellows will be introduced to non-profit organizations that are seeking Latino Board candidates. The expected outcome will be that Fellows will be eventually placed on Boards of Directors. Fellows are required to attend this session.

## **Session 11: Wednesday, April 5, 2023 | LBLA Graduation!**

**Time:** 5:30 - 8:00 p.m.

**Designer:** Hispanic Foundation of Silicon Valley

**Location:** In Person - Location TBD,

**Graduation Celebration!** Fellows will receive an official LBLA certificate of completion from the Foundation.