

# UPRAVLJANJE NEVLADNIH ORGANIZACIJ

## UČNI NAČRT PREDMETA/COURSE SYLLABUS

|                                   |                                         |
|-----------------------------------|-----------------------------------------|
| <b>Predmet:</b>                   | UPRAVLJANJE NEVLADNIH ORGANIZACIJ       |
| <b>Course title:</b>              | MANAGING NON-GOVERNMENTAL ORGANIZATIONS |
| <b>Članica nosilka/UL Member:</b> | UL FU                                   |

| Študijski programi in stopnja                | Študijska smer                  | Letnik                  | Semestri    | Izbirnost |
|----------------------------------------------|---------------------------------|-------------------------|-------------|-----------|
| Uprava, prva stopnja, visokošolski strokovni | Ni členitve (študijski program) | 2. letnik,<br>3. letnik | 1. semester | izbirni   |

|                                                            |         |
|------------------------------------------------------------|---------|
| <b>Univerzitetna koda predmeta/University course code:</b> | 0640076 |
| <b>Koda učne enote na članici/UL Member course code:</b>   | 1676    |

| Predavanja<br>/Lectures | Seminar<br>/Seminar | Vaje<br>/Tutorials | Klinične vaje<br>/Clinical<br>tutorials | Druge oblike<br>študija<br>/Other forms<br>of study | Samostojno<br>delo<br>/Individual<br>student work | ECTS |
|-------------------------|---------------------|--------------------|-----------------------------------------|-----------------------------------------------------|---------------------------------------------------|------|
| 20                      |                     |                    |                                         | 90                                                  | 70                                                | 6    |

|                                   |                                     |
|-----------------------------------|-------------------------------------|
| <b>Nosilec predmeta/Lecturer:</b> | Nejc Brezovar, Tatjana Stanimirović |
|-----------------------------------|-------------------------------------|

|                                    |                  |
|------------------------------------|------------------|
| <b>Vrsta predmeta/Course type:</b> | izbirni/elective |
|------------------------------------|------------------|

|                          |                      |                         |
|--------------------------|----------------------|-------------------------|
| <b>Jeziki/Languages:</b> | Predavanja/Lectures: | Angleščina, Slovenščina |
|                          | Vaje/Tutorial:       |                         |

|                                                                              |                       |
|------------------------------------------------------------------------------|-----------------------|
| <b>Pogoji za vključitev v delo oz. za opravljanje študijskih obveznosti:</b> | <b>Prerequisites:</b> |
| Ni pogojev.                                                                  | No prerequisites.     |

|                                                                                               |                                                                                                       |
|-----------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| <b>Vsebina:</b>                                                                               | <b>Content (Syllabus outline):</b>                                                                    |
| 1. (Ustavno)pravna izhodišča, razvoj, načela in temeljni pojmi                                | 1. Constitutional and other legal starting points, development, principles and basic concepts         |
| 2. Ustanovitev, status in oblike delovanja nevladnih organizacij                              | 2. Establishment, status and forms of operation of non-governmental organizations                     |
| 3. Nevladne organizacije v mednarodnem okolju                                                 | 3. Non-governmental organizations in the international environment                                    |
| 4. Nevladne organizacije in človekove pravice                                                 | 4. NGOs and human rights                                                                              |
| 5. Nevladne organizacije v javnem interesu in področja delovanja                              | 5. Non-governmental organizations in the public interest and field of activity                        |
| 6. Zaposlovanje v nevladnem sektorju                                                          | 6. Employment in NGO sector                                                                           |
| 7. Financiranje nevladnih organizacij preko neposrednih pogodb                                | 7. Financing of non-governmental organizations through direct contracts                               |
| 8. Financiranje nevladnih organizacij preko nacionalnih in mednarodnih finančnih instrumentov | 8. Funding of non-governmental organizations through national and international financial instruments |
| 9. Pridobitna dejavnost nevladnih organizacij                                                 |                                                                                                       |

|                                                                         |                                                                |
|-------------------------------------------------------------------------|----------------------------------------------------------------|
| 10. Vodenje poslovnih knjig in letna poročila nepridobitnih organizacij | 9. Profit-making activity of non-governmental organizations    |
| 11. Davčna obravnava nevladnih organizacij                              | 10. Bookkeeping and annual reports of non-profit organizations |
| 12. Sponzoriranje/donatorstvo nepridobitnim organizacijam               | 11. Tax treatment of non-governmental organizations            |
|                                                                         | 12. Sponsorship / donation to non-profit organizations         |

### Temeljna literatura in viri/Readings:

|                                                                                                                                                                                                                                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Zakon o nevladnih organizacijah (Uradni list RS, št. <a href="#">21/18</a> )                                                                                                                                                                   |
| 2. Zakon o društvih (Uradni list RS, št. <a href="#">64/11</a> – uradno prečiščeno besedilo in <a href="#">21/18</a> – ZNOrg)                                                                                                                     |
| 3. Zakon o ustanovah (Uradni list RS, št. <a href="#">70/05</a> – uradno prečiščeno besedilo in <a href="#">91/05 – popr.</a> )                                                                                                                   |
| 4. Zakon o zavodih (Uradni list RS, št. 12/91, <a href="#">8/96</a> , <a href="#">36/00</a> – ZPDZC in <a href="#">127/06</a> – ZJZP)                                                                                                             |
| 5. Zakon o davku na dodano vrednost (Uradni list RS, št. 13/11 – uradno prečiščeno besedilo, 18/11, 78/11, 38/12, 83/12, 86/14, 90/15, 77/18, 59/19 in 72/19)                                                                                     |
| 6. Slovenski računovodski standardi (2016) (Uradni list RS, št. 95/15, 74/16 – popr., 23/17, 57/18 in 81/18)                                                                                                                                      |
| 7. Pravilnik o opredelitvi pridobitne in nepridobitne dejavnosti (Uradni list RS, št. 109/07 in 68/09)                                                                                                                                            |
| 8. Kaloudis, G. (2021). Non-Governmental Organizations in the Global System. Lexington Books.                                                                                                                                                     |
| 9. Stanimirović, T. (2021). The Financial Aspect of Non-Governmental Organizations: Central European Public Administration Review, 19(2), 91-107. <a href="https://doi.org/10.17573/cepar.2021.2.05">https://doi.org/10.17573/cepar.2021.2.05</a> |
| 10. Kostanjevec M., Divjak T., Cilenšek P., Golčar B., Vesel S. (2015), Financiranje nevladnih organizacij na lokalni ravni, Priročnik o izvajanju občinskih razpisov, CNVOS                                                                      |
| 11. Divjak, T., Forbici, G. (2015), Javni razpisi za nevladne organizacije : priročnik o načrtovanju, izvajanju in vrednotenju nacionalnih javnih razpisov, CNVOS                                                                                 |
| 12. Brezovar N. (2022), <a href="#">NGO funding revisited - a surprising outcome of Covid-19 epidemic in Slovenia</a>                                                                                                                             |
| 13. Brezovar N. (2019), Early stakeholder engagement for better regulation of the NGO sector – positive experience from Slovenia                                                                                                                  |

### Cilji in kompetence:

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Cilji                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <ul style="list-style-type: none"> <li>• študent pozna temeljne pojme na področju nevladnih organizacij</li> <li>• študent pozna temeljne pravne vire in pravne postopke na področju prava nevladnih organizacij</li> <li>• študent pozna temelje ustanovitve, organizacije, zaposlovanja in delovanja nevladnih organizacij</li> <li>• študent pozna osnove financiranja, računovodenja in obdavčitve nevladnih organizacij</li> </ul>                            |
| Kompetence                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <ul style="list-style-type: none"> <li>• poznavanje in razumevanje pravne in strokovne vire na področju delovanja nevladnega sektorja,</li> <li>• sposobnost ustnega in pisnega sporazumevanja pri reševanju enostavnejših pravnih problemov s področja nevladnih organizacij</li> <li>• razumevanje interdisciplinarnega (pravo in ekonomije) povezovanja vsebin vezanih na nevladne organizacije,</li> <li>• sposobnost povezovanja in dela v skupini</li> </ul> |

### Objectives and competences:

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Objectives                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <ul style="list-style-type: none"> <li>• student knows basic definitions of Non-Governmental Organizations sector</li> <li>• student knows basic legal basis and procedures relevant for NGO sector</li> <li>• student knows basics of establishment, organization and working of NGOs</li> <li>• student knows basics of financing, bookkeeping and taxation of NGOs</li> </ul>                                                                                                                                                                                                                                                                                                                                                                             |
| Competences                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <ul style="list-style-type: none"> <li>• student is able to apply legislation and other sources relevant for real estate</li> <li>• is able to analyse and find solutions for simple legal issues</li> <li>• applies technical language</li> <li>• student can manage non-government organization</li> <li>• understanding of legal and professional resources in the field of the non-governmental sector,</li> <li>• the ability to communicate orally and in writing when solving simpler legal problems in the field of non-governmental organizations</li> <li>• understanding of interdisciplinary (law and economics) integration of content related to non-governmental organizations,</li> <li>• the ability to network within the group</li> </ul> |

| <b>Predvideni študijski rezultati:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Intended learning outcomes:</b>                                                                                                                                                                                                                                                                                                                                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Znanje in razumevanje: <ul style="list-style-type: none"> <li>• študent zna proučiti pravno ureditev na izbranih področjih</li> <li>• zna poiskati in aplicirati sodno prakso</li> <li>• zna rešiti konkretne pravne dileme</li> <li>• zna identificirati probleme in jih kritično ovrednotiti</li> <li>• zna poiskati in predlagati rešitve</li> <li>• zna zagotoviti zakonsko zahtevana poročila</li> <li>• zna pripraviti vlogo za pridobitev finančnih sredstev</li> </ul> | Knowledge and understanding: <ul style="list-style-type: none"> <li>• student analyses regulation of selected fields</li> <li>• student examines and applies case law</li> <li>• solves concrete legal dilemmas</li> <li>• identifies problems and evaluates them critically</li> <li>• finds and outlines solutions</li> <li>• knows how to provide legally binding reports</li> </ul> |

| <b>Metode poučevanja in učenja:</b>                                                                              | <b>Learning and teaching methods:</b>                                                                             |
|------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|
| 1. priprava študenta na predavanja<br>2. predavanje<br>3. e-učenje<br>4. študija primera<br>5. problemsko učenje | 1. student preparations for lectures<br>2. lecture<br>3. e-learning<br>4. case study<br>5. problem based learning |

| <b>Načini ocenjevanja:</b> | <b>Delež/Weight</b> | <b>Assessment:</b>      |
|----------------------------|---------------------|-------------------------|
| 1. pisni ali ustni izpit   | 80,00 %             | 1. written or oral exam |
| 2. študija primera         | 20,00 %             | 2. case study           |

| <b>Ocenjevalna lestvica:</b>                             | <b>Grading system:</b>                                         |
|----------------------------------------------------------|----------------------------------------------------------------|
| 5 - 10, pri čemer velja, da je pozitivna ocena od 6 - 10 | 5 - 10, a student passes the exam if he is graded from 6 to 10 |

| <b>Reference nosilca/Lecturer's references:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| dr. Nejc Brezovar<br>1. BREZOVAR N. (2019), Early stakeholder engagement for better regulation of the NGO sector – positive experience from Slovenia, Nispacee conference<br>2. BREZOVAR N. (2022), <a href="#">NGO funding revisited - a surprising outcome of Covid-19 epidemic in Slovenia</a> , Nispacee conference<br>dr. Tatjana Stanimirović<br>1. STANIMIROVIĆ, T. (2021). The Financial Aspect of Non-Governmental Organisations-The Case of Slovenia. Central European Public Administration Review, 19, 91.<br>2. JOVANOVIĆ, T. VAŠIČEK, V. (2020). The role and application of accounting and budgeting information in government financial management process - a qualitative study in Slovenia. Public money & management.<br>3. JOVANOVIĆ, T. DRAŽIĆ LUTILSKY, I. VAŠIČEK, D. (2019). Implementation of cost accounting as the economic pillar of management accounting systems in public hospitals - the case of Slovenia and Croatia : Elektronski vir. Ekonomska istraživanja. 2019, vol. 32, no. 1. |