

**CERTIFICATE IN NGO MANAGEMENT
(CNM)**

ASSIGNMENT

for

January 2026 and July 2026 Sessions

**(Last date of submission for January 2026 session is 30th April, 2026
and for July 2026 sessions is 31st October, 2026)**

BMS-001: Introduction to NGO Management

BMS-002: Management Functions

BMS-003: Health Care Management



School of Management Studies

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
MAIDAN GARHI, NEW DELHI-110 068**

ASSIGNMENT

Course Code	:	BMS-002
Course Title	:	Management Functions
Assignment No.	:	002/TMA/2026
Coverage	:	All Blocks
Max. Marks	:	50

Note: Attempt all the questions and submit this assignment to the coordinator of your study centre. Last date of submission for January 2026 session is 30th April, 2026 and for July 2026 session is 31st October, 2026.

1. What is a 'Trust Deed'? Describe the essential contents of a Trust Deed and explain the procedure for its registration under the Indian Registration Act.
2. Define 'Budget'. Discuss the main characteristics of Budget with reference to NGO functioning.
3. What do you understand by 'Social Marketing'? Explain its objectives and discuss how it differs from Commercial Marketing.
4. Describe the phases of the 'Project Life Cycle' (PLC). Explain the key activities carried out in each phase and their significance for project success.
5. Explain the concept of 'Project Monitoring and Evaluation'. Discuss the role of the Project Management Information System (PMIS) in effective monitoring and control of projects.