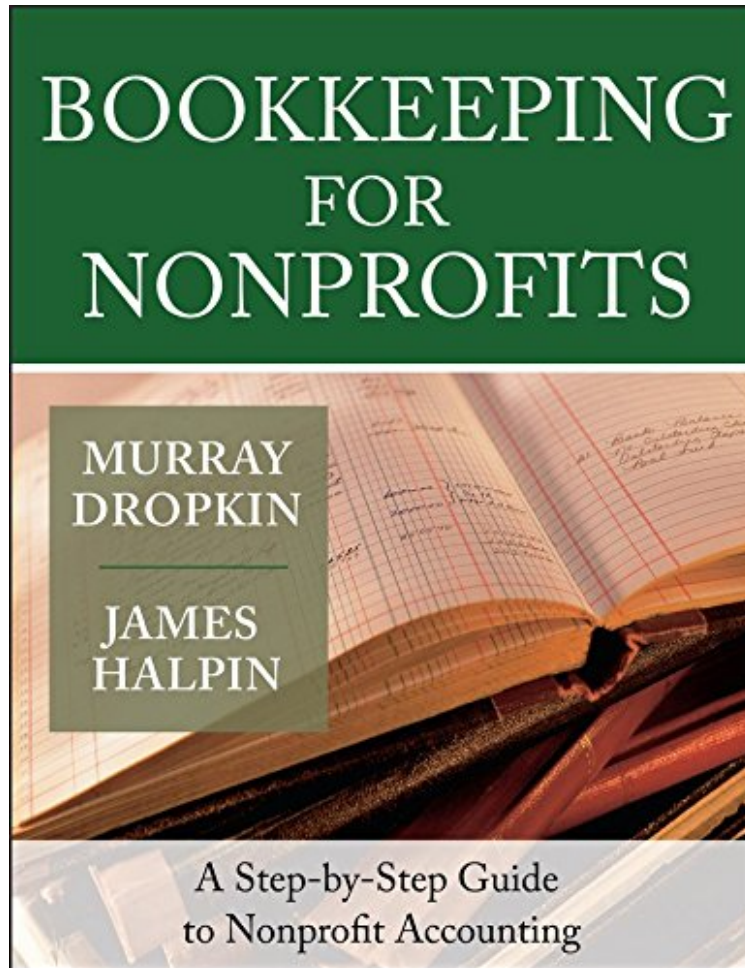


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# Bookkeeping for Nonprofits: A Step-by-Step Guide to Nonprofit Accounting

*Murray Dropkin, James Halpin*  
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**Murray Dropkin, James Halpin : Bookkeeping for Nonprofits: A Step-by-Step Guide to Nonprofit Accounting** before purchasing it in order to gauge whether or not it would be worth my time, and all praised Bookkeeping for Nonprofits: A Step-by-Step Guide to Nonprofit Accounting:

0 of 0 people found the following review helpful. Excellent Guide and Reference By Frank Joel This is a very good information source. I have used QuickBooks in my businesses for years and know enough about accounting so I don't screw up the basics. Nonprofit accounting and business operations are like the movies that have parallel universes, but the worlds are very different. I liked how the authors "hooked" the importance of the bookkeeping with the strategy of what an accountant, government, or other stake holders would need to derive from the bookkeeping. The structure of the book is well thought out. The table of contents (TOC) is a very functional map of each topic, within each chapter, within each of the 4 parts. And after the TOC there is a 4 page List of Exhibits and Checklists with descriptive and intuitive titles. Part 4, Resources, is beyond thorough and useful. The only reason I judged it as 4 stars, rather than 5,

was because there is no index. I needed to know how to account for in-kind donations. The information is in the text, but without an index it took a while to find it. Aside from that, this is an excellent guide and reference. 0 of 0 people found the following review helpful. Don't buy if you have basic bookkeeping skills By Julie Not very useful. I have basic bookkeeping knowledge and this is just more of the same. If you have no bookkeeping knowledge, it might be helpful. 0 of 1 people found the following review helpful. I don't know Bookkeeping By Cyndi T This book is so full of information that it will take a while for me to read through all of it. I might have gotten bookkeeping for dummies instead - that might have been less complicated. I thought this book might have illustrated ledger type pages. The book is not bad, just my understanding of it. I would recommend this book to anyone already familiar with bookkeeping procedures. I give it a \*\*\* (3) star rating. Cyndi T.

**BOOKKEEPING FOR NONPROFITS** Bookkeeping for Nonprofits is a hands-on guide that offers nonprofit leaders, managers, and staff the tools they need to create and maintain a complete and accurate set of accounting records. This much-needed resource provides those with little or no bookkeeping experience with practical advice in a highly accessible format. Written by Murray Dropkin and Jim Halpin, Bookkeeping for Nonprofits is a step-by-step introduction to keeping accounting records, which form the foundation for a nonprofit organization's financial reports, tax returns, budgets, cash forecasts, and grant proposals. Using this volume as a guide, nonprofit leaders and staff will be able to set up books with or without accounting software and ensure that the records meet the needs of their organization. Bookkeeping for Nonprofits is a comprehensive resource that Discusses how transactions provide day-to-day information for tracking cash balances and cash requirements Shows how transactions provide information to management and the board of directors for budgeting and other essential tasks Explains basic bookkeeping concepts, such as the accounting equation, the chart of accounts, and income and expense tracking Guides readers through the nuts and bolts of recording a transaction Provides an overview of alternative recordkeeping methodologies and how to choose among them Designed to be easy to use, the book is filled with illustrations and checklists. "Bookkeeping for Nonprofits is the remarkable new guide for a new generation of accounting challenges bookkeepers face every day." —Frances Hesselbein, chairman and founding president, Leader to Leader Institute "Bookkeeping for Nonprofits provides a rare combination of consummate professionalism and clear, accessible writing. Underlying the wealth of technical information lies a great deal of wisdom. The authors have found a way to translate their enormous, on-the-ground experience into usable, actionable policies, procedures, and practices. It is a book that gives all you need to create a fiscally responsible agency with the bonus of helping you become a better manager and a wiser person." —Peter Block, business consultant and author of *Flawless Consulting* and *The Empowered Manager* "Bookkeeping for Nonprofits provides an excellent understanding of the practical application of bookkeeping in the real work environment." —Ron Werthman, vice president, finance/treasurer and CFO, Johns Hopkins Health System, The Johns Hopkins Hospital "This is a wonderful book that every bookkeeper in a nonprofit organization should have." —Eusebio David, fiscal director, Federation of Multicultural Programs, Inc.

"This much-needed resource provides those with little or no bookkeeping experience with practical advice in a highly accessible format. Designed to be easy to use, this book is filled with illustrations and checklists."

(bookbargainsandpreview.com, 4/28/08) "will be of help to the novice in developing financial reports and budgetary management systems." (Accounting Technician, Oct 2005)

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and cash requirements Shows how transactions provide information to management and the board of directors for budgeting and other essential tasks Explains basic bookkeeping concepts, such as the accounting equation, the chart of accounts, and income and expense tracking Guides readers through the nuts and bolts of recording a transaction Provides an overview of alternative recordkeeping methodologies and how to choose among them Designed to be easy to use, the book is filled with illustrations and checklists. "Bookkeeping for Nonprofits is the remarkable new guide for a new generation of accounting challenges bookkeepers face every day." -- Frances Hesselbein, chairman and founding president, Leader to Leader Institute "Bookkeeping for Nonprofits provides a rare combination of consummate professionalism and clear, accessible writing. Underlying the wealth of technical information lies a great deal of wisdom. The authors have found a way to translate their enormous, on-the-ground experience into usable, actionable policies, procedures, and practices. It is a book that gives all you need to create a fiscally responsible agency with the bonus of helping you become a better manager and a wiser person." -- Peter Block, business consultant and author of *Flawless Consulting* and *The Empowered Manager* "Bookkeeping for Nonprofits provides an excellent understanding of the practical application of bookkeeping in the real work environment." -- Ron Werthman, vice president, finance/treasurer and CFO, Johns Hopkins Health System, The Johns Hopkins Hospital "This is a wonderful book that every bookkeeper in a nonprofit organization should have." -- Eusebio David, fiscal director, Federation of Multicultural Programs, Inc.