

**AHP Madison Institute for Healthcare Philanthropy
July 6- August 31, 2021**

Philanthropy Operations Track

All classes will occur on Tuesdays from 1:00-3:00 ET

Track Dean:
Carrie Boardwick, CFRE

Faculty:
Tamra Buntrock
Wayne Combs
Josh LaBorde, CFRE

Operations Track Schedule

July 6	Topic/Activity	Faculty
1:00 - 1:30 pm	Welcome Introductions Getting to Know You Agenda Overview	Carrie Boardwick Tamra Buntrock Josh LaBorde Wayne Combs
1:30- 3:00 PM	The Role of the Operations Manager in Healthcare Philanthropy	Carrie Boardwick Tamra Buntrock

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July 13	Topic/Activity	Faculty
1:00 - 2:30 pm	HIPAA & Privacy	Josh LaBorde Wayne Combs
2:30 - 2:40 pm	Break	
2:40 – 3:00 pm	Group Project Discussion	All

July 20	Topic/Activity	Faculty
1:00 - 2:30 pm	Philanthropy Ethics- Our Role in Transparent and Accountable Stewardship of Donors	Tamra Buntrock Wayne Combs
2:30 - 2:40 pm	Break	
2:40 – 3:00 pm	Group Project Discussion	All

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July 27	Topic/Activity	Faculty
1:00 - 2:30 pm	Technology and Artificial Intelligence Overview	Josh LaBorde Wayne Combs
2:30 - 2:40 pm	Break	
2:40 – 3:00 pm	Group Project Discussion	All

August 3	Topic/Activity	Faculty
1:00 - 2:30 pm	Prospect Development Overview and the Case for Relationship Management	Josh LaBorde TBD
2:30 - 2:40 pm	Break	
2:40 – 3:00 pm	Group Project Discussion	All

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August 10	Topic/Activity	Faculty
1:00 - 2:30 pm	Benchmarking: What is it all about?	Carrie Boardwick Tamra Buntrock
2:30 - 2:40 pm	Break	
2:40 – 3:00 pm	Group Project Discussion	All

August 17	Topic/Activity	Faculty
1:00 - 2:30 pm	Data, Reporting and Analytics	Josh LaBorde TBD
2:30 - 2:40 pm	Break	
2:40 – 3:00 pm	Group Project Discussion	All

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August 24	Topic/Activity	Faculty
1:00 - 2:30 pm	Finance, Accounting, & Budgeting Overview	Tamra Buntrock Wayne Combs
2:30 - 2:40 pm	Break	
2:40 – 3:00 pm	Group Project Discussion	All

August 31	Topic/Activity	Faculty
1:00 - 2:00 pm	Group Project Presentations	All
2:00 - 2:15 pm	Break	
2:15 – 3:00 pm	Q&A Panel Discussion and Closing Comments	All