



## **Selected bibliography: Codes & Statements**

Last update: June 2007

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# 1. Foundations / Independent Funders

## 1.1. Europe

### **EFC Principles of good practice. -**

Brussels :

European Foundation Centre, 2007. - 12 p.

*The EFC Principles encompass a set of seven Principles of Good Practice based on an identified set of core values that every foundation in Europe should aspire to embrace. They are designed to apply across a variety of cultures and jurisdictions and to an even larger variety of foundations. They are intended to be of application both within the EU and in the context of the wider Europe. 12 pages. 2007*

<http://www.efc.be/ftp/public/EFCpublications/EFCPrinciplesGoodPractice.pdf>

For information:

<http://www.efc.be/codex/default.htm>

Publisher's contact details:

Brussels : European Foundation Centre

Website : <http://www.efc.be>

E-mail : [efc@efc.be](mailto:efc@efc.be)

### **Implementing EFC (European Foundation Centre) Principles of Good Practice : illustrative practice options for foundations. -** Brussels : European Foundation Centre, 2007. - 16 p.

*The Illustrative Practice Options for Foundations recognise the diversity of legal requirements and operating practices across Europe. They aim to enable foundations to adopt and adapt those that will assist them in facilitating their implementation of the European Foundation Centre Principles within the context of their own environments and organisational circumstances.*

[http://www.efc.be/ftp/public/EFCpublications/EFCPrinciples\\_Illustrative\\_Options.pdf](http://www.efc.be/ftp/public/EFCpublications/EFCPrinciples_Illustrative_Options.pdf)

For information:

<http://www.efc.be/codex/default.htm>

Publisher's contact details:

Brussels : European Foundation Centre

Website : <http://www.efc.be>

E-mail : [efc@efc.be](mailto:efc@efc.be)

### **Quality accreditation guidance pack : the standards and corporate assessment. –**

London : Community Foundation Network, 2006. - 1 p.

*This document is a part of the 'Quality Accreditation standards for UK community foundations' published by the Community Foundation Network in partnership with the Charity Commission. The accreditation process involves rigorous independent inspection of community foundations against twenty core standards which have been endorsed by the Charity Commission.*

[http://www.communityfoundations.org.uk/media\\_centre/news\\_files/34.doc](http://www.communityfoundations.org.uk/media_centre/news_files/34.doc)

For information:

<http://www.communityfoundations.org.uk/>

Publisher's contact details:

London : Community Foundation Network

Website :

<http://www.communityfoundations.org.uk/index.php>

E-mail : [network@communityfoundations.org.uk](mailto:network@communityfoundations.org.uk)

### **Grundsätze Guter Stiftungspraxis. -**

Berlin : Bundesverband Deutscher Stiftungen e. V., 2006. - 3 p.

*The members of the Bundesverband Deutscher Stiftungen e.V./Association of German foundations approved the principles of good foundation practice at their May 11th 2006 Annual General Assembly. The document is composed of a short introduction and two main parts. Part one clarifies that the principles are aimed at public benefit foundations. The second part contains the principles of good foundation practice, which are divided into two subsections: Section one deals with responsibilities of the people who act for the foundation and section two addresses potential conflicts of interest.*

[http://www.stiftungen.org/files/original/galerie\\_vom\\_09.12.2005\\_11.26.20/Grundsaeetze\\_Stiftungspraxis.pdf](http://www.stiftungen.org/files/original/galerie_vom_09.12.2005_11.26.20/Grundsaeetze_Stiftungspraxis.pdf)

Publisher's contact details:

Berlin : Bundesverband Deutscher Stiftungen e. V.

Website: <http://www.Stiftungen.org>  
E-mail: [Post@Stiftungen.org](mailto:Post@Stiftungen.org)

**Het besturen van een fonds : een handreiking.** - Den Haag : Vereniging van Fondsen in Nederland (FIN), 2005. - 36 p.

*This document was published as a support for those who are involved in the working of a governing board. Divided into modules, it defines the activities for which governing boards are in charge, as well as the different phases of development with which boards can be faced. It also develops the competences of profession strengths which are related to governance, for example, the daily management with commissions. Questions at the end of each module intend to help readers to deepen their own reflection.*

<http://www.verenigingvanfondsen.nl/pagina's/archief/archief.htm>

For information:

<http://www.verenigingvanfondsen.nl/pagina's/archief/artikelen/PB%202005%20handreiking%20besturen.htm>

Publisher's contact details:

Den Haag : Vereniging van Fondsen in Nederland (FIN)

Website:

<http://www.verenigingvanfondsen.nl/english/index.htm>

E-mail: [info@verenigingvanfondsen.nl](mailto:info@verenigingvanfondsen.nl)

**Swiss foundation code : recommendations for the establishment and management of grant-making foundations** / Karl Hofstetter, Thomas Sprecher. - Zurich : Swiss Foundations, 2005. - 131 p.

*The Swiss Foundation Code is based on three central principles that are explained in detail by means of 22 descriptions and recommendations regarding foundation management, furtherance, and finances. The code has a specific Swiss background and is based on a liberal understanding of foundation governance.*

For information:

<http://www.swissfoundations.ch/en/portrait/swiss-foundation-code.html>

Publisher's contact details:

Zurich : Swiss Foundations

Website: <http://www.swissfoundations.ch>  
E-mail: [info@swissfoundations.ch](mailto:info@swissfoundations.ch)

**Code of conduct.** - Warsaw : Trust for Civil Society in Central and Eastern Europe, 2004. - 4 p.

*The Trust for Civil Society in Central and Eastern Europe wrote and approved this code of conduct in order to state their values clearly and to use those values as a guide in working with others to build civil society in Central and Eastern Europe. It includes provisions on accountability, transparency, use of resources, responsible grantmaking and good leadership and management practice.*

<http://www.ceetrust.org/files/TrustCodeofConduct.pdf>

For information:

<http://www.ceetrust.org/index.php?ar=11>

Publisher's contact details:

Warsaw : Trust for Civil Society in Central and Eastern Europe

Website: <http://www.ceetrust.org>

E-mail: [ceetrust@ceetrust.org](mailto:ceetrust@ceetrust.org)

**Conflict of interest policy.** - Warsaw : Trust for Civil Society in Central and Eastern Europe, [2004?]. - 3 p.

*This conflict of interest policy is intended to protect the integrity and reputation of the Trust for Civil Society in Central and Eastern Europe. To achieve this, the publication describes exact standards for transparency that allow all persons affiliated with the Trust to promote the Trust's interests and affairs. A contract which must be signed annually by each trustee is included.*

<http://www.ceetrust.org/files/TrustConfliktofInterestPolicy.pdf>

For information:

<http://www.ceetrust.org/index.php?ar=11>

Publisher's contact details:

Warsaw : Trust for Civil Society in Central and Eastern Europe

Website: <http://www.ceetrust.org>

E-mail: [ceetrust@ceetrust.org](mailto:ceetrust@ceetrust.org)

**Code of conduct for members of the Association of Foundations in the Netherlands, FIN.** - Den Haag : Vereniging van Fondsen in Nederland (FIN), 2004. - 7 p.

*The code of conduct for the members of the FIN (Association of Foundations in the Netherlands) provided in this publication is composed of two elements: the Guiding Principles and Membership Criteria, accompanied by a number of Recommendations. The code of conduct establishes basic values and principles to guide the actions and practices of FIN members.*

[http://www.verenigingvanfondsen.nl/pagina's/arc\\_hief/artikelen/art2004gedragscode.htm](http://www.verenigingvanfondsen.nl/pagina's/arc_hief/artikelen/art2004gedragscode.htm)

For information:

<http://www.verenigingvanfondsen.nl>

Publisher's contact details:

Den Haag : Vereniging van Fondsen in Nederland (FIN)

Website: <http://www.verenigingvanfondsen.nl>

E-mail: [info@verenigingvanfondsen.nl](mailto:info@verenigingvanfondsen.nl)

**Code of ethics for foundations.** - Prague : Czech Donors Forum, 2004. - 4 p.

*This code of ethics outlines the ethical principles and values recognised by the Czech Donors Forum and by the members of it (specifically foundations with endowment). The aim of this code is to improve the quality and culture of philanthropy and grantgiving in the Czech Republic, and to provide standards by which the operations and decision making processes of foundations can be judged.*

For information:

<http://www.donorsforum.cz/index.php?id=74&kat=2&lang=>

Publisher's contact details:

Prague : Czech Donors Forum

Website: <http://www.donorsforum.cz>

E-mail: [donorsforum@donorsforum.cz](mailto:donorsforum@donorsforum.cz)

**Code of ethics for foundations without endowment.** - Prague : Czech Donors Forum, 2004. - 2 p.

*This code of ethics outlines the ethical principles and values recognised by the*

*Czech Donors Forum and by the members of it (specifically foundations without endowment). The aim of this code is to improve the quality and culture of philanthropy and grantgiving in the Czech Republic and to provide standards by which the operations and decision making processes of foundations can be judged.*

For information:

[http://www.donorsforum.cz/download/kodex\\_nad\\_acni\\_fondy.doc](http://www.donorsforum.cz/download/kodex_nad_acni_fondy.doc)

Publisher's contact details:

Prague : Czech Donors Forum

Website: <http://www.donorsforum.cz>

E-mail: [donorsforum@donorsforum.cz](mailto:donorsforum@donorsforum.cz)

**Déclaration de base du Réseau de Fondations Belges.** - Brussels : Réseau de Fondations Belges, 2003. - 4 p.

*This statement of principles and practices was written by the Network of Belgian Foundations. The principles that it outlines serve to guide organisations that wish to increase their transparency and accountability in the foundation sector of Belgium. All members of the Belgian Network of Foundations must adhere to the principles of the statement.*

<http://www.reseaufondations.be/fr/decla-b.htm>

For information: [http://www.kbs-frb.be/code/page.cfm?id\\_page=125&ID=644](http://www.kbs-frb.be/code/page.cfm?id_page=125&ID=644)

Publisher's contact details:

Brussels : Réseau de Fondations Belges

Website: <http://www.reseaufondations.be>

E-mail: [vanlindt.a@kbs-frb.be](mailto:vanlindt.a@kbs-frb.be)

**Basisverklaring van het Network Belgische Stichtingen** - Brussels : Network Belgische Stichtingen, 2003. - 4 p.

*This statement of principles and practices was written by the Network of Belgian Foundations. The principles that it outlines will guide organisations that wish to increase the transparency and accountability for the foundation sector in Belgium. All members of the Belgian Network of Foundations must adhere to the principles of the statement.*

<http://www.reseaufondations.be/nl/decla-b.htm>

For information: [http://www.kbs-frb.be/code/page.cfm?id\\_page=125&ID=644](http://www.kbs-frb.be/code/page.cfm?id_page=125&ID=644)

Publisher's contact details:

Brussels : Netwerk Belgische Stichtingen  
Website: <http://www.reseaufondations.be>  
E-mail: [vanlindt.a@kbs-frb.be](mailto:vanlindt.a@kbs-frb.be)

**A quality framework.** - London :  
Association of Charitable Foundations  
(ACF), 2002. - 63 p.

*The Association of Charitable Foundations (ACF) has produced this framework for trusts so that funders can improve the quality of their grantmaking. It includes three levels of assessment for foundations and sections on managing governance, strategy, communications, personnel, finance, and evaluation.*

For information:  
[http://www.acf.org.uk/public\\_text/publications\\_text/goodprac.htm](http://www.acf.org.uk/public_text/publications_text/goodprac.htm)

Publisher's contact details:

London : Association of Charitable Foundations (ACF)  
Website: <http://www.acf.org.uk>  
E-mail: [acf@acf.org.uk](mailto:acf@acf.org.uk)

**Standards for community foundations in Slovakia.** - Bratislava : Association of Community Foundations of Slovakia, [2002?]. - 3 p.

*Standards developed by the Association of Community Foundations of Slovakia. This document defines what a Slovak Community foundation is and describes further characteristics to complete the definition of a community foundation, including mission, structure, governance, stewardship and accountability among others.*

<http://akn.ddt.sk/en/charakteristika/standardy>

Publisher's contact details:

Bratislava : Association of Community Foundations of Slovakia  
Website: <http://akn.ddt.sk>  
E-mail: [knb@knb.sk](mailto:knb@knb.sk)

**Best practice in foundation management: grant giving foundations.**

- Helsinki : Council of Finnish Foundations, 2001. - 4 p.

*This statement was written by the Council of Finnish Foundations to describe its mission and to outline the codes of practice that it recommends for the foundations which make up its membership. The instructions for best practice that it outlines are meant to be followed by members if they are in harmony with the bylaws of the individual foundation.*

For information:  
<http://www.skr.fi/spalvelu/council>

Publisher's contact details:

Helsinki : Council of Finnish Foundations  
Website: <http://www.skr.fi/spalvelu/council>  
E-mail: [rs@skr.fi](mailto:rs@skr.fi)

**Donor's code of ethics.** - Bratislava :  
Slovak Donors Forum, 2000. - 3 p.

*This code of ethics outlines the ethical principles and values recognised by the Slovak Donors Forum and by the members of it. The aim of this code is to improve the quality and culture of philanthropy and grantgiving in Slovakia and to provide standards by which the operations and decision making processes of foundations can be fairly judged.*

For information:  
[http://www.donorsforum.sk/EN\\_aboutus\\_code.html](http://www.donorsforum.sk/EN_aboutus_code.html)

Publisher's contact details:

Bratislava : Slovak Donors Forum  
Website: <http://www.donorsforum.sk>  
E-mail: [donorsforum@donorsforum.sk](mailto:donorsforum@donorsforum.sk)

**Standards of operations of a Polish local philanthropic organisations.** - Warsaw :  
The Academy for the Development of Philanthropy in Poland, 2000. - 2 p.

*Document drafted by representatives of 12 organisations, members of LPO Network and the Academy for the Development of Philanthropy in 2000. It presents a definition of what a local philanthropic organisation is as well as a description of standards recommended to local philanthropic organisations in order to achieve an effective management.*

Publisher's contact details:

Warsaw : The Academy for the Development of Philanthropy in Poland

Website:

[http://www.filantropia.org.pl/english/e\\_menu.html](http://www.filantropia.org.pl/english/e_menu.html)

E-mail: [arfp@filantropia.org.pl](mailto:arfp@filantropia.org.pl)

**Code of ethics for the Russia Donors Forum.** - Moscow : Russia Donors Forum (RDF), [200?]. - 1 p.

*This document summarises the ethical principles governing the activities of Members of the Russia Donors' Forum. Some of these principles are covered by existing legislation, while others go beyond existing legal framework. The document also sets out basic standards for behaviour and relations with the public.*

For information: <http://www.donorsforum.ru>

Publisher's contact details:

Moscow : Russia Donors Forum (RDF)

Website: <http://www.donorsforum.ru>

**Guidelines for funders of voluntary organisations.** - London : Association of Charitable Foundations (ACF), 1997. - 5 p.

*This set of guidelines was written by the United Kingdom-based Association of Charitable Foundations in collaboration with some of the United Kingdom's largest non-government organisations. The guidelines contain general principles for what constitutes good practice in grantmaking and describes the different ways that projects and organisations can be funded.*

<http://www.acf.org.uk/pubs/guidelines.PDF>

For information:

[http://www.acf.org.uk/public\\_text/trusts\\_guidelines.htm](http://www.acf.org.uk/public_text/trusts_guidelines.htm)

Publisher's contact details:

London : Association of Charitable Foundations (ACF)

Website: <http://www.acf.org.uk/publications/order.htm>

E-mail: [ahubrath@acf.org.uk](mailto:ahubrath@acf.org.uk)

## 1.2. Other world regions

### **Stewardship principles for independent foundations : draft : August 2, 2005.** -

Washington, DC : Council on Foundations, 2005. - 6 p.

*Through their philanthropy, foundations aspire to achieve a lasting and positive impact on society. This document describes how independent foundations can reflect fundamental values like honesty, integrity, openness and fairness in their board governance, management, grantmaking and charitable activities.*

[http://www.cof.org/files/Documents/Stewardship%20Principles%20%20Best%20Practices%20Initiative/Independent/Independent\\_Principles\\_-\\_August\\_2\\_Draft.PDF](http://www.cof.org/files/Documents/Stewardship%20Principles%20%20Best%20Practices%20Initiative/Independent/Independent_Principles_-_August_2_Draft.PDF)

For information:

<http://www.cof.org/learn/content.cfm?itemnumber=555&navItemNumber=1980>

#### Publisher's contact details:

Washington, DC : Council on Foundations

Website: <http://www.cof.org>

E-mail: [info@cof.org](mailto:info@cof.org)

### **Statement of ethical principles.** -

Washington, DC : Council on Foundations, 2005. - 1 p.

*This statement, approved on June 28, 2005, outlines the ethical principles to be followed by the Council on Foundations and its members, regarding foundations' mission, stewardship, accountability and transparency, diversity and inclusiveness, governance and respect.*

<http://www.cof.org/Council/content.cfm?ItemNumber=1643&navItemNumber=1964>

For information:

<http://www.cof.org/learn/content.cfm?itemnumber=555&navItemNumber=1980>

#### Publisher's contact details:

Washington, DC : Council on Foundations

Website: <http://www.cof.org>

E-mail: [info@cof.org](mailto:info@cof.org)

**Stewardship principles for family foundations.** - Washington, DC : Council on Foundations, 2004. - 5 p.

*These principles, developed by the Council on Foundations, are guiding ideals that describe how family foundations can reflect in their governance, management and grantmaking, fundamental values, including honesty, integrity, fairness and respect. Each principle has practice options, which are specific courses of action by which a foundation may improve performance related to the principle.*

[http://www.cof.org/files/Documents/Family\\_Foundations/ACFFOCE.pdf](http://www.cof.org/files/Documents/Family_Foundations/ACFFOCE.pdf)

For information:

<http://bestpractices.cof.org/family/>

#### Publisher's contact details:

Washington, DC : Council on Foundations

Website: <http://www.cof.org>

E-mail: [info@cof.org](mailto:info@cof.org)

**National standards for US community foundations.** - Washington, DC : Council on Foundations, 2004. - 7 p.

*The National Standards were developed by a group of community foundation practitioners after months of research and consultation and were approved by the Community Foundations Leadership Team in late 2000. Since then, both established and new community foundations across United States, have pledged to adopt and implement these national standards which give a definition of what a US community foundation is and outline its main characteristics.*

[http://www.cof.org/files/Documents/Community\\_Foundations/nationalstandards.pdf](http://www.cof.org/files/Documents/Community_Foundations/nationalstandards.pdf)

For information:

<http://bestpractices.cof.org/community/>

#### Publisher's contact details:

Washington, DC : Council on Foundations

Website: <http://www.cof.org>

E-mail: [info@cof.org](mailto:info@cof.org)

**Stewardship principles for corporate grantmakers.** - Washington, DC : Council on Foundations, 2004. - 7 p.

*In September 2004, the Committee on Corporate Grantmaking formally adopted the Stewardship Principles for Corporate Grantmakers. Grantmakers from across the country participated in crafting this*

*document, which states a commitment to excellence and accountability. It describes how corporate grantmakers can reflect in their governance, management and grantmaking fundamental values, including honesty, integrity, fairness and respect.*

[http://www.cof.org/files/Documents/Corporate\\_Grantmaking/Corporate%20Principles/Principles\\_Booklet\\_Corporate\\_FINAL.pdf](http://www.cof.org/files/Documents/Corporate_Grantmaking/Corporate%20Principles/Principles_Booklet_Corporate_FINAL.pdf)

Publisher's contact details:

Washington, DC : Council on Foundations

Website: <http://www.cof.org>

E-mail: [info@cof.org](mailto:info@cof.org)

**Statement of values and code of ethics for nonprofit and philanthropic organizations.** - Washington, DC : Independent Sector, 2004. - 7 p.

*This code of ethics was written by the United States-based Independent Sector and describes the ethical standard that this organisation has adopted in order to create a national forum capable of encouraging the giving, volunteering and not-for-profit initiative.*

<http://www.independentsector.org/issues/accountability.html>

Publisher's contact details:

Washington, DC : Independent Sector

Website:

[http://www.independentsector.org/pubs\\_cart.htm](http://www.independentsector.org/pubs_cart.htm)

E-mail: [info@IndependentSector.org](mailto:info@IndependentSector.org)

**Statement of values and ethical principles.** - Montréal : Philanthropic Foundations Canada, 2004. - 2 p.

*Statement of values and ethical principles approved by the board of directors of "Philanthropic Foundations Canada" on December 6, 2004 and subscribed annually by its members. It serves as a frame of reference to support and guide the work of the foundations by common values and ethical principles*

[http://www.pfc.ca/cms\\_en/page1104.cfm](http://www.pfc.ca/cms_en/page1104.cfm)

Publisher's contact details:

Montréal : Philanthropic Foundations Canada

Website: <http://www.pfc.ca/>

E-mail: [general@pfc.ca](mailto:general@pfc.ca)

**Standards for charity accountability.** - Arlington, VA : BBB Wise Giving Alliance, 2003. - 3 p.

*This set of ethics was originally written by the United States-based National Charities Information Bureau (NCIB) and was updated and reissued by the combined Better Business Bureau and NCIB. It describes methods by which philanthropic organisations can adhere to high standards of transparency and accountability. The standards address best practice in governance, as well as in the use and distribution of funds and fiscal reporting.*

<http://www.give.org/standards/spring03standards.PDF>

For information:

<http://www.give.org/standards/index.asp>

Publisher's contact details:

Arlington, VA : BBB Wise Giving Alliance

Website: <http://www.give.org>

**Council on Michigan Foundations guiding principles : suggested implementation approaches.** - Grand Haven : Council on Michigan Foundations (CMF), 2003. - 8 p.

*The Council of Michigan Foundations (CMF) board of trustees adopted seven Guiding Principles as a condition of membership, effective April 1, 2004. These Guiding Principles specify best practice for the goals, decision making and operations of the member organisations. The board of directors which authored the principles recognised that there are different ways to implement each principle.*

[http://www.cmif.org/Documents/Guiding\\_Principles\\_4-1-04.pdf](http://www.cmif.org/Documents/Guiding_Principles_4-1-04.pdf)

For information:

[http://www.cmif.org/About\\_Principles.htm](http://www.cmif.org/About_Principles.htm)

Publisher's contact details:

Grand Haven : Council on Michigan Foundations (CMF)

Website: [http://www.cmif.org/About\\_Principles.htm](http://www.cmif.org/About_Principles.htm)

E-mail: [info@CMIF.org](mailto:info@CMIF.org)

**Recommended principles and practices for effective grantmaking.** - Washington, DC : Council on Foundations, 2002. - 2 p.

*This statement of principles and practices was written by the United States based Council on Foundations. The statement outlines measures that foundations may take to improve transparency and accountability in finance, governance and grantmaking. All members of the Council on Foundations must adhere to the principles of the statement.*

<http://www.cof.org/Council/content.cfm?ItemNumber=860>

For information:

<http://www.cof.org/index.cfm?containerID=68&menuContainerID=0&crumb=2&navID=0>

Publisher's contact details:

Washington, DC : Council on Foundations  
Website: <http://www.cof.org>  
E-mail: [info@cof.org](mailto:info@cof.org)

**Code of practice.** - Melbourne Victoria : Philanthropy Australia, 2002. - 3 p.

*This voluntary Code of Practice constitutes a recommendation for full Grantmaking Philanthropy Australia members. Its aim is to encourage best practice, openness and transparency in all aspects of grantmaking by these member organisations, whether they are family foundations, corporate foundations or corporate giving programmes, community foundations, private foundations or government-initiated foundations.*

<http://www.philanthropy.org.au/membership/cop.htm>

Publisher's contact details:

Melbourne Victoria : Philanthropy Australia  
Website: <http://www.philanthropy.org.au>  
E-mail: [pa@philanthropy.org.au](mailto:pa@philanthropy.org.au)

**Conflicts of interest : safeguarding your foundation.** - Washington, DC : Council on Foundations, 2002. - 2 p.

*This statement of principles and practices outlines measures that foundations may take to improve transparency and accountability in finance, governance and grantmaking. Aimed at the members of the*

*Council on Foundations, it is designed to encourage greater compliance and adherence to legal and expected standards of accountability. Resources include articles by the Council on Foundations and sample conflict of interest policies for community foundations, private foundations and corporate giving programs.*

[http://www.cof.org/files/Documents/Building%20Strong%20Ethical%20Foundations/Conflicts\\_of\\_Interest\\_Safeguarding\\_Your\\_Foundation.pdf](http://www.cof.org/files/Documents/Building%20Strong%20Ethical%20Foundations/Conflicts_of_Interest_Safeguarding_Your_Foundation.pdf)

Publisher's contact details:

Washington, DC : Council on Foundations  
Website: <http://www.cof.org>  
E-mail: [info@cof.org](mailto:info@cof.org)

**Community Foundations of Canada. Explorations : principles for community foundations.** - Ottawa : Community Foundations of Canada, 2001. - 32 p.

*This document outlines ten principles to guide the work of community foundations. Along with many familiar practices, it describes ideas that aim to encourage community foundations across Canada to explore the roles they can play in facilitating philanthropy, engaging their communities and building community capacity.*

[http://www.community-fdn.ca/doc/explorations\\_eng.pdf](http://www.community-fdn.ca/doc/explorations_eng.pdf)

Publisher's contact details:

Ottawa : Community Foundations of Canada  
Website: <http://www.community-fdn.ca>  
E-mail: [info@community-fdn.ca](mailto:info@community-fdn.ca)

**Illustrative statement of practices to implement the principles for grantmakers for private foundations.** - Minneapolis : Minnesota Council on Foundations, [1996?]. - 8 p.

*Statement of Practices prepared by the Minnesota Council on Foundations as an illustration of the specific practices private foundations might adopt in order to implement the eight principles for Minnesota grantmakers. The principles, to which all members of the Council are being asked to subscribe, are broad statements of responsibilities implied by both the public trust vested in grantmakers and the ethical*

*standards to which the Council is committed.*

<http://www.mcf.org/mcf/about/private.pdf>

For information:

<http://www.mcf.org/mcf/about/principle.htm>

Publisher's contact details:

Minneapolis : Minnesota Council on Foundations

Website: <http://www.mcf.org>

E-mail: [info@mcf.org](mailto:info@mcf.org)

**Illustrative statement of practices to implement the principles for grantmakers for family foundations. -**

Minneapolis : Minnesota Council on Foundations, [1996?]. - 7 p.

*Statement of practices, designed to be a model of excellence for grantmakers, has been prepared by the Minnesota Council on Foundations to illustrate specific practices that small family foundations might adopt in order to implement the eight Principles for Minnesota Grantmakers to which all members of the Council are being asked to subscribe. The Principles are broad statements of responsibilities implied by both the public trust vested in grantmakers and the ethical standards to which the Council is committed.*

<http://www.mcf.org/mcf/about/family.pdf>

For information:

<http://www.mcf.org/mcf/about/principle.htm>

Publisher's contact details:

Minneapolis : Minnesota Council on Foundations

Website: <http://www.mcf.org>

E-mail: [info@mcf.org](mailto:info@mcf.org)

**Illustrative statement of practices to implement the principles for grantmakers for corporate foundations and corporate giving programs. -**

Minneapolis : Minnesota Council on Foundations, [1996?]. - 7 p.

*The following Statement of Practices has been prepared by the Minnesota Council on Foundations as an illustration of the specific practices corporate foundations and corporate giving programmes might adopt in order to implement the eight principles for Minnesota grantmakers. The principles, to which all members of the Council are being*

*asked to subscribe, are broad statements of responsibilities implied by both the public trust vested in grantmakers and the ethical standards to which the Council is committed.*

<http://www.mcf.org/mcf/about/corporate.pdf>

For information:

<http://www.mcf.org/mcf/about/principle.htm>

Publisher's contact details:

Minneapolis : Minnesota Council on Foundations

Website: <http://www.mcf.org>

E-mail: [info@mcf.org](mailto:info@mcf.org)

**Illustrative statement of practices to implement the principles for grantmakers for community and public foundations. -**

Minneapolis : Minnesota Council on Foundations, [1996?]. - 8 p.

*Statement of practices prepared by the Minnesota Council on Foundations as an illustration of the specific practices community and public foundations might adopt in order to implement the eight principles for Minnesota Grantmakers. The Principles, to which all members of the Council are being asked to subscribe, are broad statements of responsibilities implied by both the public trust vested in grantmakers and the ethical standards to which the Council is committed.*

<http://www.mcf.org/mcf/about/community.pdf>

For information:

<http://www.mcf.org/mcf/about/principle.htm>

Publisher's contact details:

Minneapolis : Minnesota Council on Foundations

Website: <http://www.mcf.org>

E-mail: [info@mcf.org](mailto:info@mcf.org)

## 2. Wider Third Sector

### 2.1. Europe

#### **Good governance : a code for the voluntary and community sector. -**

London : The National Hub of Expertise on Governance, 2005. - 42 p.

*This code is primarily aimed at the trustees of voluntary and community organisations, who have governance responsibilities.*

*Reviewing key principles of good governance, it aims to help improve the effectiveness of voluntary and community organisations by clarifying how governing bodies can work effectively, by reassuring stakeholders about the way organisations are governed, and maintaining and enhancing public confidence in organisations and in the sector. Includes a list of organisations that can assist trustees or offer quality assurance systems and/or accreditation for the voluntary and community sector.*

<http://www.governancehub.org.uk/GovHub/Content/Documents/Gd-Gov-FINAL.pdf>

For information:

[http://www.governancehub.org.uk/?Getting\\_help\\_with\\_governance:A\\_Code\\_of\\_Governance\\_for\\_the\\_Voluntary\\_and\\_Community\\_Sector](http://www.governancehub.org.uk/?Getting_help_with_governance:A_Code_of_Governance_for_the_Voluntary_and_Community_Sector)

Publisher's contact details:

London : The National Hub of Expertise on Governance

Website: <http://www.governancehub.org.uk>

E-mail: [governancehub@ncvo-vol.org.uk](mailto:governancehub@ncvo-vol.org.uk)

**Carta della donazione. -** Milano : Istituto Italiano della Donazione (IID), 2005. - 16 p.

*The Italian Institute of Donations was established in 2004 as an Italian non-profit organisation. A member of The International Committee on Fundraising organisations (ICFO), its purposes are to promote and foster excellence, transparency, integrity, fair management practices and ethical conduct in non-profit organisations as well as to verify and monitor whether certain organisations who apply for an accreditation by IID respect these values. The accreditation process is based on the 'Carta*

*della Donazione' as a code of conduct for fundraising in the Italian non-profit sector.*

[http://www.istitutoitalianodonazione.it/custom/iid/documenti/carta\\_donazione.pdf](http://www.istitutoitalianodonazione.it/custom/iid/documenti/carta_donazione.pdf)

For information:

<http://www.istitutoitalianodonazione.it/menu.asp?r=564&a=4481>

Publisher's contact details:

Milano : Istituto Italiano della Donazione (IID)

Website: <http://www.istitutoitalianodonazione.it>

E-mail: [sara.castagnini@istitutoitalianodonazione.it](mailto:sara.castagnini@istitutoitalianodonazione.it)

#### **System der standards für non profit organisationen in den bereichen spendenmittelaufbringung und spendenmittelverwaltung. -**

Vienna : Österreichische Forschungsstiftung für Entwicklungshilfe (ÖFSE), 2005. - 11 p.

*This document describes a set of standards of transparency and accountability for non-profit organisations that engage in fundraising or grant administration. The publication also includes document templates for certifying compliance with standards.*

[http://www.osgs.at/downloadtexte/Koop-vertrag05\\_o\\_Beilagen.pdf](http://www.osgs.at/downloadtexte/Koop-vertrag05_o_Beilagen.pdf)

Publisher's contact details:

Vienna : Österreichische Forschungsstiftung für Entwicklungshilfe (ÖFSE)

Website: <http://www.oefse.at>

E-mail: [office@oefse.at](mailto:office@oefse.at)

#### **DZI Seal-of-Approval : symbol of trust : guidelines and implementing instructions for non-profit organizations soliciting donations supra-regional wide. -**

Berlin : Deutsches Zentralinstitut für Sociale Fragen (DZI), 2003. - 7 p.

*The DZI is an independent government subsidised scientific documentation centre in the field of theory and practice of social work. Among other services to the third sector, they provide fundraising organisations with a 'Seal of Approval' that lets donors know that these organisations meet standards for integrity and effectiveness. This document contains instructions on how to qualify for DZI approval.*

Publisher's contact details:

Berlin : Deutsches Zentralinstitut für Sociale Fragen (DZI)

Website: <http://www.dzi.de>

E-mail: [sozialinfo@dzi.de](mailto:sozialinfo@dzi.de)

**Charte de déontologie des organisations sociales et humanitaires faisant appel à la générosité du public.** - Paris : Comité de la Charte de Déontologie (CC), 2001. - 9 p.

*This charte [statement of principles] of best practice was written and adopted by a number of large French social and humanitarian organisations concerned about their credibility during the late 1980s. By writing it and agreeing to abide by this document, the organisations present also created the Comité de la Charte de Déontologie, (Ethical charter Committee) to ensure that the stated principles were upheld.*

[http://www.comitecharte.org/ewb\\_pages/d/deontologie\\_charte.php](http://www.comitecharte.org/ewb_pages/d/deontologie_charte.php)

Publisher's contact details:

Paris : Comité de la Charte de Déontologie (CC)

Website: <http://www.comitecharte.org>

E-mail: [ccharte@comitecharte.org](mailto:ccharte@comitecharte.org)

**Reglement en Bijlagen CBF-Keur /** Anthony Fokkerweg. - Amsterdam : Central Bureau Fondsenwerving (CBF), [200?]. - 46 p.

*Since 1995, the Central Bureau Fondenwerving (CBF) has awarded 'Quality Standard Labels' to organisations they feel that maintain a high standard of transparency in fundraising activities, an element they consider important for justifying their existence. This document contains the list of standards by which the organisations are evaluated.*

[http://www.cbf.nl/Downloads/Bestanden/Aanvragen\\_%20CBF-Keur/Reglement%20CBF-Keur.pdf](http://www.cbf.nl/Downloads/Bestanden/Aanvragen_%20CBF-Keur/Reglement%20CBF-Keur.pdf)

For information:

[http://www.cbf.nl/CBF\\_Keurmerk\\_verklaring/](http://www.cbf.nl/CBF_Keurmerk_verklaring/)

Publisher's contact details:

Amsterdam : Central Bureau Fondsenwerving (CBF)

Website: <http://www.cbf.nl>

E-mail: [mail@cbf.nl](mailto:mail@cbf.nl)

## **Gemeinnützige Organisationen mit Gütesiegel**

<http://www.zewo.ch>

Website published by : Zurich :

Zentralinstitut für

Wohlfahrtsunternehmen (ZEWO)

*Last date modified: unknown*

*Visited on: 03/08/2006*

*The Central bureau for charitable activity provides public information on fundraising organisations in Switzerland, including those 296 organisations which have been granted 'quality label' by ZEWO. In addition to its information, monitoring and accrediting role, ZEWO provides guidance and services on legal issues in fundraising and financial reporting.*

**Code of ethics.** - Sofia : The Union of Bulgarian Foundations and Associations, 1995. - 5 p.

*This code of ethics was written by the Union of Bulgarian Foundations and Associations (UBFA) whose mission is to promote cooperation between non-governmental organisations and to stimulate their relations with political and business circles as well as the media. These standards describe methods by which third sector organisations can conduct programmes, management activities and communication to achieve a high degree of transparency and accessibility.*

Publisher's contact details:

Sofia : The Union of Bulgarian Foundations and Associations

Website: <http://www.digsys.bg/ngo/>

E-mail: [http://www.ubfa@ngo.be](mailto:http://www.ubfa@ngo.be)

**Stiftelsen för Insamlingskontroll SFI.** - Stockholm : Stiftelsen för Insamlingskontroll (SFI), [198?].

*On October 22 1980, the General Directives concerning Fundraising Control were adopted by the Board of the Fundraising Control Foundation. The nineteen General Directives outlining the foundation's policies on the inspection of fundraising expenses, the use of sound marketing methods for fundraising, and the development of*

*appropriate methods of fundraising  
inspection are presented in this publication.*

Publisher's contact details:

Stockholm : Stiftelsen för Insamlingskontroll (SFI)

Website: <http://www.insamlingskontroll.a.se>

E-mail: [sfi@far.se](mailto:sfi@far.se)

## 2.2. Other world regions

### **Standards for fundraising organisations.**

- Berlin : International Committee on Fundraising Organizations (ICFO), [1998]. - 2 p.

*This publication presents The International Committee on Fundraising Organisations' (ICFO) set of international standards for good governance and management for international non-governmental organisations. These standards strive to raise public funds for the public benefit most effectively, and cover five areas: membership and governance, fulfilment of goals, fiscal management and reporting, fundraising practice and communication.*

<http://www.icfo.de/standards.htm>

For information:

<http://www.avagara.com/nonprof/accountability/reference/99080504.htm>

Publisher's contact details:

Berlin : International Committee on Fundraising Organizations (ICFO)  
Website: <http://www.icfo.de>  
E-mail: [wilke@dzi.de](mailto:wilke@dzi.de)

### **Monitoring fundraising : a comparative survey of ICFO members and their countries**

/ Ingrid-Hélène Guet. - Berlin : The International Committee on Fundraising Organizations (ICFO), 2002. - 83 p.

*This survey provides a detailed overview of the structures and working methods of ICFO member organisations and the most important determinants concerning the fundraising sectors in their respective countries.*

<http://www.icfo.de/texte/survey-formatted.pdf>

For information:

<http://www.icfo.de/publications.htm>

Publisher's contact details:

Berlin : The International Committee on Fundraising Organizations (ICFO)  
Website: <http://www.icfo.de>  
E-mail: [wilke@dzi.de](mailto:wilke@dzi.de)

**International non governmental organisations : accountability charter.** - London : Amnesty International, 2005. - 6 p.

*The Accountability Charter sets out core values and operating principles for international NGOs. These include good governance and management, fundraising and multi-stakeholder engagement. It also makes specific reference to respect for universal principles such as the Universal Declaration of Human Rights, for independence, responsible advocacy, effective programmes, non-discrimination, transparency and ethical fundraising.*

[http://www.amnesty.org/resources/downloads/INGO\\_Accountability\\_Charter.pdf](http://www.amnesty.org/resources/downloads/INGO_Accountability_Charter.pdf)

For information:

<http://www.news.amnesty.org/index/ENGPOL306062006>

A French version, which has been translated and published by 'Les Editions Francophones d'Amnesty International' <http://www.efai.org> in 2006, is also available under the title 'ONGI. Charte sur l'obligation de rendre des comptes': [http://www.oxfam.org/fr/files/INGO\\_accountability\\_charter\\_0606](http://www.oxfam.org/fr/files/INGO_accountability_charter_0606)

Publisher's contact details:

London : Amnesty International  
Website: <http://www.amnesty.org>

### **Code of ethics and conduct for NGOs.**

- Tarrytown : The World Association of Non-Governmental Organizations (WANGO), 2004. - 42 p.

*The Code of Ethics Project was initiated by the World Association of Non-Governmental organisations at the 2002 Annual Conference in Washington, DC, upon recommendations of conference speakers, prominent attendees, and the advocacy of WANGO members. An international committee of NGO leader from 42 nations was established for the development of a set of fundamental and operational principles which can guide the actions and management of NGOs.*

<http://www.wango.org/activities/codeofethics/CodeOfEthicsV.5.p.pdf>

For information:

<http://www.wango.org/activities/codeofethics.aspx?page=0>

Publisher's contact details:

Tarrytown : The World Association of Non-Governmental Organizations (WANGO)

Website: <http://www.wango.org>

E-mail: [secretariat@wango.org](mailto:secretariat@wango.org)

**Seven standards.** - Winchester, VA : Evangelical Council for Financial Accountability (ECFA), [2003?]. - 86 p.

*The Evangelical Council for Financial Accountability's (ECFA) purpose is to enunciate, maintain and manifest a code of financial accountability, ethics and reporting which is consistent with enlightened and responsible Christian faith and practice. The standards that they outline on these webpages are adopted by their more than 800 charitable, religious and educational member organisations.*

<http://www.ecfa.org/ContentEngine.aspx?Page=7Standards>

Publisher's contact details:

Winchester, VA : Evangelical Council for Financial Accountability (ECFA)

Website: <http://www.ecfa.org>

E-mail: [info@ecfa.org](mailto:info@ecfa.org)

**The ethical fundraising and financial accountability code.** - Toronto : Imagine Canada, [199-?]. - 7 p.

*The Ethical Fundraising and Financial Accountability Code was developed by Imagine Canada, in consultation with charity leaders throughout Canada. Its primary purpose is to assure donors of the integrity and accountability of charities that solicit and receive their financial support.*

[http://www.imaginecanada.ca/Files/ethicalcode/ethical\\_code.pdf](http://www.imaginecanada.ca/Files/ethicalcode/ethical_code.pdf)

For information:

[http://www.imaginecanada.ca/page.asp?ethical\\_fundraising](http://www.imaginecanada.ca/page.asp?ethical_fundraising)

Note: The French version is also available on the following address:

[http://www.imaginecanada.ca/FilesFr/ethicalcode/french\\_ethical\\_code.pdf](http://www.imaginecanada.ca/FilesFr/ethicalcode/french_ethical_code.pdf)

Publisher's contact details:

Toronto : Imagine Canada

Website: <http://www.imaginecanada.ca>

E-mail: [code@imaginecanada.ca](mailto:code@imaginecanada.ca)

**Canadian Council of Christian Charities (CCCC) standards of organizational integrity and accountability.** - Elmira [ON] : Canadian Council of Christian Charities (CCCC), [199-?]. - 5 p.

*This publication outlines the standards of accountability developed by the Canadian Council of Christian Charities (CCCC) which encourage their members to be more accountable and to subscribe to appropriate methods of evaluation. The standards cover management and financial issues as well as doctrine and legal issues specific to religious organisations.*

<http://www.cccc.org/contents.php?area=y&id=1031>

Publisher's contact details:

Elmira [ON] : Canadian Council of Christian Charities (CCCC)

Website: <http://www.cccc.org>

E-mail: [mail@ccc.org](mailto:mail@ccc.org)

**Ethics matter : United Way of America code of ethics guide.** - Alexandria, VA : United Way of America, 2004. - 27 p.

*This code of ethics was written by the United States-based third sector organisation 'United Way' which is dedicated to mobilising commitment to charitable causes. In this code, The United Way pledges to commit itself to personal integrity, professional excellence, responsibility to and of volunteers accountability and efficiency, vendor relations, equal opportunity, and avoiding conflicts of interest, personal gain, nepotism, and solicitations.*

<http://national.unitedway.org/files/pdf/EthicsCode2004.pdf>

For information:

<http://national.unitedway.org/aboutuwa/>

Publisher's contact details:

Alexandria, VA : United Way of America

Website: <http://www.unitedway.org>

**InterAction's Private Voluntary Organization (PVO) standards.** - Washington, DC : InterAction, 2001. - 25 p.

*This set of standards was developed by the United States-based organisation InterAction whose mission is to enhance the effectiveness and professional capacities of humanitarian third sector organisations. The principles discussed apply to the governance, volunteer involvement, support from the private sector, fundraising, service and programmes of third sector organisation. These are characteristics which allow them to be accurately described as private, voluntary organisations.*

<http://www.interaction.org/pvostandards/index.html>

Publisher's contact details:

Washington, DC : InterAction

Website: <http://www.interaction.org>

E-mail: [ia@interaction.org](mailto:ia@interaction.org)

### **Givewell**

<http://www.givewell.com.au>

Website published by : Marouba Beach  
NSW : Givewell

*Last date modified: unknown*

*Visited on: 27/07/2006*

*Givewell is the first organisation in Australia to provide a comprehensive research service for informed giving and to thereby promote a better culture of giving in Australia. This organisation provides information on research that it conducted on charities, by gathering information on foundations and community attitudes to giving, and by generating ideas on better ways to give.*

Publisher's contact details:

Marouba Beach NSW : Givewell

E-mail: [givewell@iprimus.com.au](mailto:givewell@iprimus.com.au)