

POLICY – Ethical Fundraising

Policy Title	CEF Ethical Fundraising Policy
Policy Number	Governance 1.005
Version Number	2
Date Approved	4/6/2020
Review Date	6/2023
Policy Officer	Operations Manager
Responsible Person/s	Chief Executive Officer / Board
Scope	All stakeholders <i>* Stakeholders of CEF include but are not limited to: volunteers, staff, Board members, students, alumni, contractors</i>
Purpose	The purpose of this document is to identify Country Education Foundation of Australia's (CEF's) position on fundraising practice and to document the standards expected in raising funds from the community.
POLICY STATEMENT	

The Board and staff of Country Education Foundation of Australia (CEF) are committed to ensuring that its financial arrangements are carried out in an ethical manner.

CEF's guiding fundraising principle is a simple one – we will only use techniques that we would be happy to be used on ourselves.

In doing so, CEF and its stakeholders will adhere to and apply the following standards:

1. Fundraising activities carried out by CEF will comply with all relevant laws.
2. Any communications to the public made in the course of carrying out a fundraising activity shall be truthful and non-deceptive.
3. All monies raised via fundraising activities will be for the stated purpose of the appeal and will comply with CEF's stated mission and purpose.
4. All personal information collected by CEF is confidential and is not for sale or to be given away or disclosed to any third party without consent.
5. Nobody directly or indirectly employed by or volunteering for CEF shall accept commissions, bonuses or payments.
6. No general solicitations shall be undertaken by telephone or door-to-door.
7. Fundraising activities should not be undertaken if they may be detrimental to the good name or community standing of CEF.

8. Financial contributions will only be accepted from companies, organisations and individuals the Board considers ethical and in alignment with our values.
9. A simple project proposal and statement estimating income and expenses will be prepared prior to the commencement of any new fundraising activity.
10. Fundraising activities should not be undertaken if they will expose CEF to significant financial risk.

Record of Amendments:

V002 (May 2020)	Formatting changes
	Removal of specified exclusions

Policies can be established and amended only by the Board. ***Procedures*** can be amended by the CEO