

GOVERNANCE PROCESS

1. **Ethical Fundraising Code** - The Independent Living Centre of Waterloo Region adopts Imagine Canada's *Ethical Code Charitable Fundraising and Financial Accountability* as a policy of this organization. In so doing, members of the governing board commit to be responsible trustees of funds donated to the organization, to exercise due care concerning governance of the organization's fundraising and financial reporting, and to ensure to the best of their ability that the organization adheres to the provisions of the Code. Each member of the board has received a copy of the *Ethical Fundraising Code* and a copy will also be provided to each person who is subsequently elected to the board (Attached).
2. **Responsibilities of Board of Directors**
 - A. Develop policies and skills which will guide the organization's fundraising activities.
 - B. Monitor progress of annual fundraising plan.
 - C. Give an annual contribution generous within the individual member's means.
 - D. Participate in identification, cultivation and solicitation of prospective supporters when appropriate.
 - E. Attend and assist in fundraising events.
 - F. Participate in strategic planning to review funding needs and priorities.
 - G. Strive to recruit board members who have skills and/or expertise in the area of fundraising.
3. **Evaluation** - Each major fund raising project will have an evaluation component that will assist with the entire assessment of events. The ILCWR Project Evaluation forms should be completed immediately following an event by the committee involved in the planning.