

<b>TITLE:</b> Ethical Fundraising & Financial Accountability Code		<b>POLICY:</b> B-2015
<b>COMMITTEE:</b> Finance & Audit	<b>PASSED:</b> May 8, 2002	<b>AMENDED:</b> February 23, 2023
<b>TOPIC:</b> Fund Development	<b>REVIEW PERIOD:</b> Every 3 years	

## Policy Statement

The Edmonton Public Library (EPL) recognizes the importance of fundraising activities to build community by enhancing the facilities and services we provide and acknowledges the importance of acting ethically and transparently in undertaking these activities. This policy provides guidelines and principles in which EPL will undertake this work.

## Principles

1. All fundraising solicitations by or on behalf of EPL shall be done in an ethical manner and abiding by all laws and regulations governing the charitable sector.
2. EPL endorses the principles outlined in The Donor Bill of Rights, Imagine Canada Ethical Fundraising and Financial Accountability Code and Association of Fundraising Professionals Code of Ethical Principles and Standards of Professional Practice.
3. The Board's first priority is to ensure the continuation and growth of support from our primary funders, the City of Edmonton and the Province of Alberta.
4. EPL shall only fundraise for capital projects and one-time operational and/or pilot initiatives and shall not fundraise for ongoing operations which are funded by the City of Edmonton and the Province of Alberta.
5. EPL shall not exchange, rent, sell or otherwise share its fundraising lists with other organizations.
6. EPL shall make all annual financial reports related to fundraising and donations easily accessible to the public.
7. The EPL Board shall be informed at least annually of the number, type and disposition of complaints received from donors or prospective donors about the matters that are addressed in this Code.

8. The cost-effectiveness of EPL's fundraising programs shall be reviewed annually. No more will be spent on administration and fundraising than is required to ensure effective management and resource development.

## **Legislative and Policy Authorities**

- [Alberta Charitable Fundraising Act and Regulations](#)
- [Code of Ethical Principles and Standards of Professional Practice \(Association of Fundraising Professionals - AFP\)](#)
- [Donor Bill of Rights](#)
- [Ethical Fundraising and Financial Accountability Code \(Imagine Canada\)](#)
- [Canadian Code of Practice for Consumer Protection in Electronic Commerce](#)
- [Payment Card Industry Security Standards Council](#)

## **Related Board Policies**

- [Gift Acceptance, B-2013](#)