

UNIVERSITY OF CENTRAL MISSOURI FOUNDATION CODE OF ETHICS

I. PURPOSE

To ensure that all fundraising and business operations and activities on behalf of the University of Central Missouri is conducted in accordance with the highest standards of ethical conduct.

II. APPLICABILITY

All alumni and development staff members and volunteers engaged in soliciting gifts on behalf of the University.

III. POLICY

The University of Central Missouri Foundation (“Foundation”) is dedicated to the highest standards of ethical conduct in its fundraising activities and business operations. A guiding principle in soliciting and accepting gifts for the University of Central Missouri (“University”) is that the donor is to be treated fairly and with respect. In all matters involving a donor or prospective donor, the interest of the donor shall come before that of the University or the Foundation.

Seeking to further the philanthropic cause of the University shall not outweigh a proper concern for the best interest of the donor. University staff members advocate these ethical standards by incorporating them into all fundraising and business activities and by serving as models of professionalism to others. The University supports and encourages its staff members in these efforts by providing appropriate opportunities for training, education and leadership. Staff members, through training and orientation, are expected to be familiar with professional standards of ethics, including the Donor Bill of Rights attached to this policy.

University staff should not render professional advice to donors, and donors should always be advised to obtain their own tax, legal, and other professional advice in connection with the making of a gift.

DONOR BILL OF RIGHTS

As a donor or prospective donor, you have the right to be informed, ask questions and know that information about your contributions is handled with respect and confidentiality to the extent provided by law.

In addition, the UCM Foundation Board of Directors supports the following Donor Bill of Rights:

Donor Bill of Rights*

Philanthropy is based on voluntary action for the common good. It is a tradition of giving and sharing that is primary to the quality of life. To assure that philanthropy merits the respect and trust of the general public, and that donors and prospective donors can have full confidence in the not-for-profit organizations and causes they are asked to support, we declare that all donors have these rights:

1. To be informed of the organization's mission, of the way the organization intends to use donated resources, and of its capacity to use donations effectively for their intended purposes.
2. To be informed of the identity of those serving on the organization's governing board, and to expect the board to exercise prudent judgment in its stewardship responsibilities.
3. To have access to the organization's most recent financial statements.
4. To be assured their gifts will be used for the purposes for which they were given.
5. To receive appropriate acknowledgement and recognition.
6. To be assured that information about their donations is handled with respect and with confidentiality to the extent provided by law.
7. To expect that all relationships with individuals representing organizations of interest to the donor will be professional in nature.
8. To be informed whether those seeking donations are volunteers, employees of the organization or hired solicitors.
9. To have the opportunity for their names to be deleted from mailing lists that an organization may intend to share.
10. To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.

* Developed by the Association of Fund Raising Counsel, Association for Healthcare Philanthropy, Council for Advancement and Support of Education and the Association of Fundraising Professionals