

# IOWA

## Principles *and* Practices

### *for*

## Charitable Nonprofit

# Excellence

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Developed by:  
The Iowa Governor's Nonprofit Task Force



Produced by: Michael A. Mauro, Iowa Secretary of State

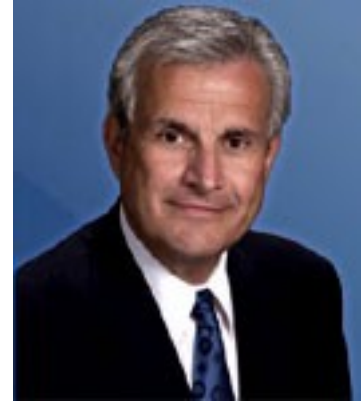
Special Thanks to The Roy J. Carver Trust for contributing to the production of this book

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Dear Iowa Nonprofit:

As Secretary of State, I want to commend the thousands of Iowans who serve as nonprofit board members, volunteers and employees. It is indisputable that these individuals and their nonprofit organizations play a crucial role in assuring a brighter future for our communities and, ultimately, better opportunities for all Iowans.



As a result of the work of the Governor's Nonprofit Task Force, I am sharing this guide of Iowa Principles and Practices for Charitable Nonprofit Excellence.

Task Force members formulated these principles and practices as a way to promote good management practices, ethical conduct, and public accountability. By compiling the information in this guide, we hope to provide a valuable tool for organizations and individuals as they go about the work of building better Iowa communities.

Iowa has always been made up of vital communities. Increasingly, the factors that boost community vitality come from Iowa's charitable nonprofit organizations. I hope this booklet serves as a useful resource for local nonprofits.

If there is further information or assistance my office can provide, please let us know. Also, link to information on Iowa's nonprofit corporations from our Website: [www.sos.state.ia.us](http://www.sos.state.ia.us).

Sincerely,

A handwritten signature in black ink that reads "Michael A. Mauro". The signature is written in a cursive, slightly slanted style.

Michael A. Mauro  
Secretary of State



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| <p><b>IOWA REGISTER OF ACCOUNTABILITY<br/>THE PRINCIPLES AND PRACTICES</b></p> |
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The Iowa Register of Accountability on the Larned A. Waterman Iowa Nonprofit Resource Center website is a voluntary listing of charitable nonprofits that have committed themselves to continuous improvement through the Principles and Practices as general guidelines. The purpose of the Register is to show Iowa and the nation that Iowa nonprofits make a concerted effort to operate efficiently, effectively and ethically. The Register was recommended by The Governor 's Task Force on the Role of Charitable Nonprofit Organizations in Iowa.

There are three ways to be listed on the Principles and Practices Register:

1. Board adoption of Principles and Practices by resolution.
2. Training in Principles and Practices.
3. Licensure or accreditation.

### **1. Board adoption of Principles and Practices by resolution.**

An Iowa charitable nonprofit can be added to the Iowa Register of Accountability after an organizational review of the Iowa Principles & Practices for Charitable Nonprofit Excellence and a board of directors' resolution adopting them as Principles & Practices to pursue in institutional operations. The resolution must state the date on which the board adopted the Principles and Practices and be signed by a board officer. The nonprofit adopting the resolution will be added to the Register of Accountability once a photocopy of this resolution has been received by the Larned A. Waterman Iowa Nonprofit Resource Center

The Board of Directors of \_\_\_\_\_ (name of nonprofit organization), in a regular meeting at which a quorum was present, reviewed the Iowa Principles & Practices for Charitable Nonprofit Excellence. We the Board of Directors hereby affirm that our organization is committed to being guided by the Principles & Practices and is actively engaged in good faith efforts to meet each of them, or already meets the Principles & Practices.

This resolution was passed by a \_\_\_\_\_ (majority/unanimous) vote of the Board of Directors its regular meeting of \_\_\_\_\_ (date), and this Resolution has been recorded in the permanent minutes.

Signed by: \_\_\_\_\_

On \_\_\_\_\_

For the Board of Directors \_\_\_\_\_

### **2. Training in Principles and Practices.**

An organizational representative can complete a Principles and Practices training program which will result in a certificate of completion for a stated period. In order for training to be adequate for the Register, it must be at least six hours long. Shorter training sessions can be combined for a total of six hours. Completion of the Nonprofit Organizational Effectiveness I and/or II courses

























































