

BOND Voluntary Income Funding Group Terms of Reference (March 2008) DRAFT 3

Purpose

To increase the impact of BOND members by providing a forum to share information, experiences and strategies in relation to voluntary income fundraising for international development, and enable the planning and delivery of activities to address any concerns on voluntary fundraising that may arise.

Structure

All BOND members can take part in the BOND Voluntary Income Funding Group, which forms part of the wider BOND Funding Group.

The BOND Voluntary Income Funding Group meets at least three times per year (more often if needed).

A steering committee (see below) meets more frequently to organise the meetings, take forward agreed actions, and liaise with the BOND secretariat (including on linkages to areas of work in other BOND spaces).

Members of the BOND Voluntary Income Funding Group may set up subgroup(s) to monitor, discuss and share information and/or develop proposals on specific issues. This is done in consultation with the steering committee and the wider group (once set up, any subgroup has a duty to keep the Steering Committee, wider group and the BOND secretariat are kept informed of its activities and progress).

Main tasks and activities

The BOND Voluntary Income Funding Group meetings are forums at which:

1. Developments in the voluntary fundraising policies of donors including the corporate sector, trusts/foundations and individual donors will be explored and discussed facilitated by designated steering committee members (new information on any other significant donor opportunities will be shared).
2. Analysis of underlying voluntary fundraising trends, policy and ethical concerns will be explored and, where appropriate, BOND members will collectively consider any actions that should be taken, either by BOND members, the BOND Voluntary Income Funding Group steering committee and/or the BOND secretariat to progress the interests of BOND member organisations.
3. BOND members are able to discuss any needs for training and information sharing relating to voluntary fundraising relationships (corporates, trusts/foundations and/or individuals), and to liaise with the BOND secretariat in taking these forward.
4. Representatives of donor organisations and companies will be invited to present and consult with BOND members (the BOND Voluntary Income Funding Group will sometimes hold separate ad-hoc meetings for donor consultation).

5. A space to share learning on what does and what does not work in voluntary income fundraising for international development is created for identifying steps to move forward on priority challenges to effective voluntary income fundraising. These include:

- i. Fundraising for difficult causes and one-offs (e.g. capital fundraising)
- ii. Beneficiary voice and representation in fundraising for development
- iii. Donor reporting and reporting back to individual supporters
- iv. Quality control (donor need v beneficiary need)
- v. Organisational buy-in issues (e.g. leadership, programme, communications, campaigning etc.)
- vi. Developing better practice through appropriate tools and evidence-sharing (e.g. benchmarking in international development)
- vii. Donor expectation and education (re: the reality of development)

6. A space is provided for BOND members working within fundraising to explore live issues within the development sector that impact on this work and contribute to connected initiatives to address them (e.g. building public support for development).

BOND Voluntary Income Funding Group Steering Committee

The steering committee will comprise between six to ten people from BOND member organisations (preferably representing the diversity of BOND members).

The BOND Voluntary Income Funding Group will endorse the steering committee membership, including the role of Chair, in an annual process of nomination.

Role

1. To support meetings of the BOND Voluntary Income Funding Group, prioritising issues, preparing agendas and providing a Chair and minute-taker.
2. To work with the Chair on planning and ensuring delivery of planned work.
3. To take a lead role in specific tasks or on specific issues.
4. To provide feedback and input wherever possible, into current debates and topics.
5. To represent the BOND Voluntary Income Funding Group when the Chair is unable to.
6. To ensure that meetings have up-to-date information from and about strategic voluntary fundraising matters, any regulatory or other barrier to effective voluntary funding.
7. To organise consultations on voluntary fundraising issues as necessary.
8. To represent the interests of BOND members in any actions in relation to donors agreed by the BOND Voluntary Income Funding Group.
9. To identify issues to be moved into the BOND funding advocacy strategy.
10. To link the BOND Voluntary Income Funding Group with the full BOND Funding Group through its steering committee.

The BOND Voluntary Income Funding Group and its steering committee operate within the BOND Groups guidelines.