



# **Florida Sterling Council Foundation**

## **Mission**

The mission of the Foundation for the Florida Sterling Council (the “Foundation”) is to promote and support organizational performance excellence in the State of Florida through the Florida Sterling Council performance management assessment and improvement processes.

## **The Foundation of the Florida Sterling Council**

In 1992, then Governor Lawton Chiles established the Florida Sterling Council (FSC) to recognize organizations exhibiting performance excellence attributes throughout the State of Florida. The Florida Sterling Council is a 501(c)3 not-for-profit corporation registered with the Florida Secretary of State and in compliance with all IRS requirements.

The primary purpose of the Foundation is to further the mission of the Florida Sterling Council which is “to enhance Florida’s competitive edge and quality of life through promotion, assessment, and recognition of performance excellence.” The Foundation provides the Florida Sterling Council with the means to accomplish the following objectives: raise sufficient funds to support a foundation to supplement the assessment processes; oversee the investment and management of Foundation funds; identify fundraising goals and approve associated funding requirements for subsequent years to contribute to the long-term sustainability of the assessment processes; and review Foundation accomplishments. The Foundation will not supplement or fund salaries of FSC employees.

The Foundation will solicit funds from a broad cross-section of organizations throughout the state of Florida. The items below define the purpose, guiding principles, leadership structure, and financial policies which will be used to ensure proper accountability for the Foundation.

## **Foundation Objectives**

The Foundation provides all sectors of the State of Florida with a means of accomplishing the following objectives:

- Raise sufficient funds which will supplement the assessment processes;
- Oversee the investment of foundation funds;
- Identify fundraising goals and approve associated funding requirements for subsequent years to contribute to the long-term sustainability of the assessment processes;
- Review Foundation accomplishments.

## Guiding Principles

The Guiding Principles outline the expected behaviors of good governance; stewardship; accountability and communication; respect and integrity; and assurances of the use of private philanthropic funds for the good of the Foundation of the Florida Sterling Council.

**GOVERNANCE:** The Board of Directors of the Florida Sterling Council understands and embraces their responsibility to oversee the mission, strategic direction, finances, and operations of the Foundation with honesty and integrity. Clear and understandable policies addressing key operational concerns, such as conflict of interest, investment, financial, and audit policies, as well as fundraising efforts have been established.

**STEWARDSHIP:** The Board, in concert with the Foundation Chairman and Vice-Chairman, will generate and manage additional revenue and ensure the sustainability of the assessment processes.

**ACCOUNTABILITY AND COMMUNICATIONS:** The Foundation will adhere to all relevant financial policies of the Florida Sterling Council. Routine audits, monthly fund raising reports, and monthly statements of its books will be provided to the Chairman and Vice-Chairman of the Foundation. Expenditures not clearly outlined within the Foundation Expenditure Policy will require prior approval from the Executive Committee, the Chairman, and Vice-Chairman of the Foundation. Additionally, the Foundation will honor documented original donor intention to the greatest degree possible.

All activities of the Foundation will be communicated to Executive Committee and the Board of Directors at their scheduled meetings. All members of the Board are encouraged to raise funds on behalf of the Foundation, however any formal fundraising events require prior approval from the Foundation Chairman and Vice-Chairman.

The Chairman and Vice-Chairman will encourage feedback from the Board concerning the effectiveness of funding strategies and will consider a full range of strategies in order to best meet the Foundation's mission/goals.

**RESPECT:** Board Members and others soliciting on behalf of the Foundation will build relationships with donors in a manner based on mutual respect, candor, understanding and fairness.

**INTEGRITY:** The Florida Sterling Council has established by-laws, a financial and audit policy, a code of conduct, and a formal judge's process to ensure the Awards process is not influenced by contributions to the Foundation. The Foundation will remain independent of the Award process and will never attempt to use its financial position to gain Award applicant information or influence the recipient selection process.

The Foundation of the Florida Sterling Council reserves the right to refuse contributions from any organization or individual whose business practices and values are deemed inappropriate or could potentially damage the image and reputation of the Florida Sterling Council, the Foundation, its Board Members, and all stakeholder groups.

## Foundation Leadership Structure

The Foundation of the Florida Sterling Council will be governed by the Chairman and Vice-Chairman in concert with the Executive Committee. Each position will be recommended for approval to the Board of the Directors by the Executive Committee at the annual meeting. The length of term of the Chairman and Vice-Chairman shall conform to the fiscal year of the Florida Sterling Council which begins on the 1st day of October in each year and end at midnight on the 30th day of September of the following year.

To maintain continuity and consistency, the person who fills the position of the Chairman will be the Vice-Chairman from the previous term.

## Foundation Expenditure Policy

Depending on the funding goals met, the funds collected on behalf of the Foundation will be distributed to the highest priority as such:

### Priority 1

- Expenses associated with strategic initiatives to increase sector participation in the assessment process of the Florida Sterling Council
  - Marketing to all sectors including small businesses
  - Workshops
  - Collateral materials
- Select Examiner Travel Expenses, as needed (*at the state rate*)
  - Team Leader
  - Back-up Team Leader
  - Senior, Lead, and Master Examiners

### Priority 2

- 3-Day Examiner Training
  - Catering
  - Examiner and training materials
  - Leadership Day materials
- Examiner Recognition Programs

### Priority 3

- Awards / Trophy
  - Governor Sterling Award
  - Governor Sterling Award Sterling Quality Achievement
  - Challenge
- Banquet Expenses
  - Catering
  - Set-up
  - Printing Banquet Program
- Printing
  - All assessment materials

