

# Poland

[RZECZPOSPOLITA POLSKA]

**CIVIL SERVICE PLACEMENT IN GDANSK ON BEHALF OF SPES**

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**COUNTRY FACT SHEET**

- **Population** 38,634,000 inhabitants
- **Area** 312,766 sq. km.
- **Population density** 124 inhabitants per sq. km.
- **Present form of government** Parliamentary republic
- **System of government** The country is divided 16 voivodships.
- **European elections**  
10-13 june 2004 54 European parliamentarians
- **Social security and welfare system**

In the past, the public health system was not considered a priority sector within the State's budget. In 1999, Poland initiated some strong reforms within the social security and public health system, with changes regarding the organisation of public health services, the right to assistance, and defining the Government's new role in matters concerning public health care.

The social security system is run by the central Government and by the local administrations, in collaboration with voluntary organisations, social organisations, churches and foundations.

- **Level of education**  
Percentage of young adults (aged 20-24) who have completed secondary schooling (2003): 89.5%  
Percentage of the adult population (aged 25-64) who have completed the highest level of secondary schooling (2002): 80.8%
- **Immigration rate (2002)** 0.049%
- **Growth rate (2003)**  
(report of annual births/deaths per 100 persons): 0.3%
- **Employment rate (2003)**  
Population between the ages of 15-64: 51.2%  
46% female and 56.2% male  
  
Population between the ages of 55-64: 19.8% female and 35.2% male
- **Unemployment rate (2003)**  
Population between the ages of 15-64: 18.8%  
19.7% female and 18% male

## CWG

### Centrum wolontariatu w Gdańsku

The **Volunteer Centre in Gdansk** was established in 1994. It was initially designed as a project by the Foundation for Regional Information and Support Centres for NGOs. In 1997, it was registered as an independent not for profit organisation. The *CWG* operates within the Pomeranian Region, and particularly its main towns, **Gdańsk**, **Sopot** and **Gdynia** (with more than 800,000 inhabitants). More than 1,000 NGOs are active in this area. The Volunteer Centre in **Gdańsk** is a member of the National Network of Volunteer Centres, which has 15 member organisations.

#### Objectives

- To increase active citizenship and prepare citizens for voluntary work.
- To give support to the beneficiaries of voluntary activity.
- To disseminate knowledge about volunteering.

#### Definition of volunteering

A conscious and free activity performed for the benefit of other people which goes beyond relationships with family and friends.

#### The activities carried out by the CWG

##### Exchange office for volunteers

The office is a contact point for those seeking and offering voluntary work. The Centre receives approximately 350 requests per year from people interested in doing voluntary work. These people come from different age groups, have different levels of education, and include both men and women. The majority of volunteers are still studying (either at high school or university); this group of young people forms approximately 65% of all volunteers registered at the Centre. The second largest group is that of people over the age of 35 years, most of whom are women. Requests for help and applications for voluntary work are analysed individually and in accordance with an established procedure. This means that the person interested in volunteering meets the volunteer coordinator at the Centre, and together they discuss the purpose of the activities to be carried out and the conditions under which the volunteer will have to work. This kind of approach is important because it allows both parties to understand each other's expectations, and it allows volunteers to feel that they are a part of the Centre: they are no longer anonymous and those benefiting from their assistance can talk to them about their expectations in a more detailed manner.

##### Training

Training is an essential part of the activities carried out by the Exchange Office for voluntary work. The objective of the training is to pre-

pare volunteers and future “beneficiaries” how to work together. Volunteers participate in training sessions which include discussions on working methods, the concept of voluntary work, and on rights and responsibilities arising from their engagement as volunteers. Other training courses are offered to the coordinators who are signed up from organisations that avail themselves of volunteers.

### **Volunteering in schools**

Since two years, the Centre has held numerous encounters with students and teachers in secondary schools in Gdansk. Some of them have been extremely interested in volunteering and have requested our support in the creation of “School volunteering clubs”. The main objectives are to promote the idea of volunteering, to create the “trend to become a volunteer” amongst young people, and to show them the opportunities it offers in terms of learning and acquiring experience that will be useful for their future careers.

### **Cooperating with welfare centres**

The objective here is to create an innovative system for the service of volunteers whilst helping citizens.

### **Development of the Network of Volunteer Centres in the Pomeranian Region**

Over the last few years, volunteering has become extremely popular in Poland. In addition to new volunteers, there are ever more people who want to open new “Exchange Offices for Volunteers” in their own communities, and who are interested in becoming a part of the Network of Volunteer Centres in Poland. An important aspect of the Centre’s work is to provide support to these informal groups of citizens, or to small NGOs, so that they can adhere to the operational standards laid down by the members of the Network. The CWG is responsible for the development of the network in the Pomeranian Region.

### **Promoting voluntary work**

Information about activities is published in institutional brochures and in the media. CWG publishes “Pomost”, a self-help magazine and a useful source of advice on working with volunteers. In order to thank, and to promote the work of special volunteers, the Centre, in collaboration with the Commission for Social and Family Policies in the town of Gdansk, has set up a special award for volunteers called “The Tireless”, which is presented during an annual event sponsored by the Mayor of Gdansk.

### **Other activities**

Periodic encounters for club members. Organisation of holidays for volunteers. International exchange of volunteers. Seminars and meetings with experts. Management of a small library. Cooperation with the Network of Support Centres for NGOs and SPLOT. Active participation in the drafting of laws relating to voluntary work in Poland.

### **Donors**

The Volunteer Centre in Gdansk does not carry out any commercial activity nor does it make any profit in the performance of its statutory objectives. The funds for the Centre, utilised to implement specific programmes, come from donations made by sponsors, including: the Governor of the Province of Gdansk, the Province Marshall of Pomerania; the Regional Department for Social Welfare; the Town Council of Gdansk; the Stefan Batory Foundation; the Ministry of Labour; the United States Embassy; and the 1999 and 2000 Phare Access Programme.

### **[CONTACT]**

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- Number of volunteers
    - on the Board and in controlling organs ?
    - in services and activities ?
- 

- Annual budget year 2004 ?
- 

- Branch offices
    - ?
    - ?
- 

- Services offered
  - Training X
  - Advice X
  - Information X
  - Practical resources X
  - Representation X
  - International networking X
  - other*

SECTOR OVERVIEW		Initiatives	206
		7.4 Baltic Partners Bureau Network	206
<b>1. Historical background</b>	p. 185		
<b>2. Importance and extent of not for profit and volunteering from a statistical viewpoint</b>	186	<b>SUPPORT BODIES</b>	
<b>3. Juridical and organisational forms of volunteering</b>	190	<b>1. Support Bodies</b>	198
3.1 Organisations	191	1.1 Legal status, organisational structure and financial resources	198
3.2 Foundations	192	1.2 Territorial range, human resources, and relations with other actors	199
<b>4. 4. Relations with public institutions, collaboration, and common projects</b>	193	1.3 Areas of activity and typology of beneficiaries	200
4.1 Conferring public positions	194	1.4 Legislation and relations with other support bodies and/or public institutions	202
<b>5. Forms of funding</b>	194	1.5 Relations with European institutions	203
<b>6. Organisations to promote volunteering</b>	195	<b>ABOUT VOLUNTEER ORGANISATIONS</b>	
6.1 Volunteer Code of Ethics	204	<b>1. Legal status, organisational structure and financial resources of the organisation</b>	207
<b>7. 7. National and regional coordination of the third sector, organisations and volunteering</b>	204	<b>2. Territorial range, human resources, and relations with other actors</b>	208
7.1 Sieć Wspierania Organizacji Pozarządowych Splot (SPLOT)	204	<b>3. Areas of activity, goals and typology of beneficiaries</b>	208
7.2 RC Foundation - Regional Information and Support Centre for NGOs	205	<i>List of organisations interviewed</i>	209
7.3 National Forum of Non-governmental		<i>Bibliography</i>	210

# Overview of the sector

## VOLUNTEERING ACROSS EUROPE

### 1. HISTORICAL BACKGROUND

The history of welfare development in Poland goes back to the 12th century, though it was only at the end of the 19th century that professional means were utilised in the management of services which today can be defined as social welfare (for example, assistance to the needy, support to groups in socio-economic difficulty, etc.).

In the history of voluntary institutions that have given rise to the modern not for profit sector in Poland, it is possible to distinguish six time periods.

The **first period**, the Old Polish Era, began in the Middle Ages and ended in the 18th century with the loss of Poland's independence. This period was characterised by the development of charitable, philanthropic and civic traditions of the Roman Catholic Church. Although the Catholic tradition was very strong, the Christian-orthodox and Jewish traditions also had a certain weight. Each of the aforesaid religious communities developed their own concept of charity and their respective institutions to care for the poor.

The **second period** was from 1795 (with Poland's loss of sovereignty) up to 1918, when Poland no longer existed as a State. Despite interdictions, obstacles and restrictions, the charitable and philanthropic organisations continued to carry out their role. One of the oldest philanthropic organisations in Poland was the *Warszawskie Towarzystwo Dobroczynności* founded by the Countess Zofia Zamoyska nee Czartoryska. This organisation provided help to the poor and coordinated many charity institutions: orphanages and homes for the disabled.

The **third period**, following the First World War, brought about great changes to charitable and philanthropic activity in Poland. In order to help the innumerable victims of the war, two parallel and independent organisations were established: one inspired by Adam Stefan Sapieha, the Bishop of Krakow; the other called **Generalny Komitet Pomocy dla Ofiar Wojny w Polsce** (General Committee for Aid to War Victims in Poland).

In addition, associationism had begun to develop in the years preceding the Second World War (the **fourth period**); the 1921 Polish Constitution contained, among the rights of citizens, also the right to associate, and the 1932 Law on Organisations regulated the establishment of organisations prior to the Second World War.

In the period from 1918 to 1939, the number of non-governmental organisations registered at the Ministry of the Interior were approximately 13,000, of which 10,000 were organisations and 3,000 were foundations. Some of these held the status of Organisations of Supreme Public Benefit, conferred to them by the Ministry of the Interior.

Associationism survived, through many difficulties, even during the German occupation; there are numerous cases of self-help and self-defence organisations that continued their work by apparently taking on objectives authorised by the German occupation.

In the **fifth period**, the post-war period from 1947 to 1989, the role of the not for profit sector in Poland was great-

ly reduced. During the period of communist rule, no possibility was given to organisations or other autonomous organisations of civil society to implement programmes independently, even though it was provided for in the Constitution (with the exception of pro-government organisations); all the others were simply not given the possibility to register themselves.

In 1952, the State closed all foundations definitively and seized all their capital and property. In this general context, many of the social activities carried out by these foundations passed under the management of the Catholic Church, the only institution that was allowed to continue operating. With the imposition of the 1981 Martial Law, many of the established organisations were invalidated, while others continued to operate clandestinely.

The complete control of the organisations by the State, and the fall of the communist rule, led to the first real development of the third sector. In 1989, the Law on Organisations was emanated which. Together with the Law on Foundations (1984), it became the basis for the development of non-governmental organisations in Poland. Organisations are registered at a Court that is independent from the government.

With the transition to democracy, Poland currently has a sector that is relatively modest compared to other European countries, with employment estimated at about 123,000 full time jobs and a distribution of financial resources that is greatly unbalanced: about 14% of not for profit organisations receive no funds, while only 2% have access to the 43.4% of all the resources (*KLON/JAWOR*)<sup>1</sup>.

The period from 1989 to the present is characterised, in the first place, by an initial phase of great development in the third sector. However, this growth was accompanied by a lack of cooperation within the sector itself, as well as with the public sector. From the mid 1990s onwards, instead, an attempt has been made to define the role of not for profit starting, above all, with the legitimisation and regula-

tion of relationships between organisations and local authorities.

In fact, only recently has there been a consolidation phase of the activities and forms of representation of non-governmental organisations.

The main terms used to identify not for profit and volunteering in Poland are: “not for profit sector” and “non-governmental sector”, that refer respectively to not for profit organisations and non-governmental organisations (NGOs).

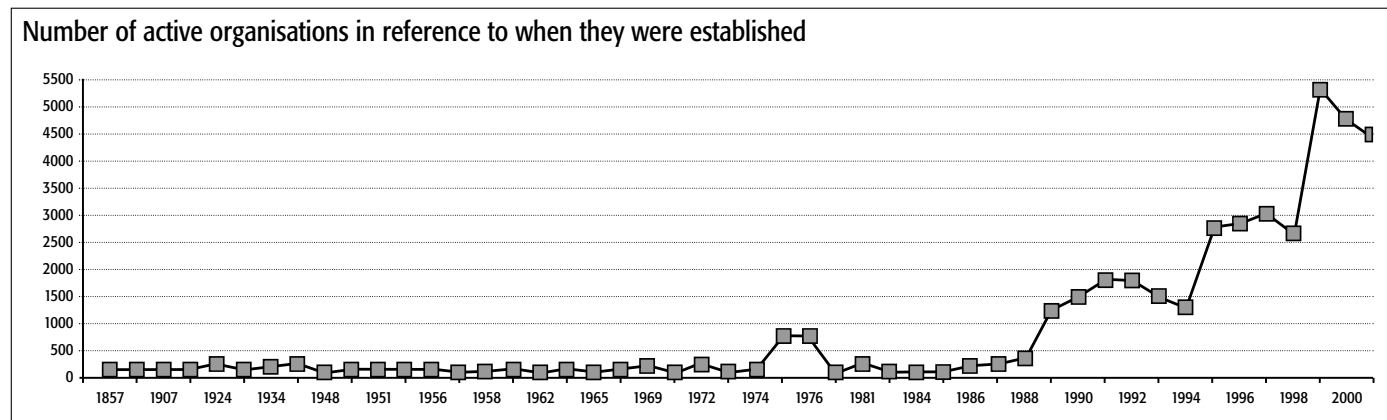
The term non-governmental sector is used in relation to the definition of NGOs offered by the recent Law on Public Benefit Activity and Volunteering (24 April 2003), which includes the following types of NGOs: organisations, foundations and organisations affiliated to the Church that carry out activities of public benefit. The term “not for profit” includes all the NGOs, along with a vaster group of organisations such as the Polish Red Cross.

Finally, it should be noted that the present profile on the Polish not for profit sector does not include some non-commercial entities, which, in any case, are economically oriented, such as cooperatives, generally considered part of the business sector (*CIRIEC*, 2000).

## **2. IMPORTANCE AND EXTENT OF NOT FOR PROFIT AND VOLUNTEERING FROM A STATISTICAL VIEWPOINT**

According to the 2002 *KLON/JAWOR* Report, there are 45,000 non-governmental organisations in Poland, of which some 36,791 are registered organisations, 5,068 are foundations, and about 3,500 are constituted by non-registered organisations and groups. The study was conducted on the organisations acknowledged by various foundations, which is to say that *KLON/JAWOR* did not carry out a census, but rather that the object of the study were the known organisations.

<sup>1</sup> Research described further ahead.



The time line provided in the graph illustrates quite clearly how only a few organisations, such as the oldest ones, have managed to remain operational throughout the years, whereas a great many were unsuccessful and disappeared soon after their establishment. From the graph it is also possible to note how, starting from the 1980s, there was a considerable growth in the number of new organisations. As 90% of the organisations were established after 1989, one can generally define the Polish third sector as being young<sup>2</sup>.

While the foundation was the most popular form of organisation in the 1990s, successively, in relation to the complicated registration procedures, the organisation became the most successful form.

A good 49% of registered organisations have their headquarters in large cities, a fact which is even more significant if one considers that 80% of non-governmental organisations operate locally to answer to the needs of their community.

KLON estimated that about two thirds of the registered NGOs are active (*GUS/KLON-2000*). Fifteen percent of these organisations have their headquarters in Warsaw alone. When considering the number of organisations registered out of a sample of 10,000 inhabitants, it is possible to see that the greatest concentration is found in Mazowie

(14.2%), followed by Pomorzu (13%), Małopolska and the Voivodship of Lubelskie (11.8%). The smallest number of organisations compared to number of inhabitants is concentrated in the voivodships of: Opolskie (7.6%), Świętokrzyskie (8.5%) and Kujawsko-pomorskie (9.2%).

In attempting to define the extent of organisations (including trade unions and the Church), an estimate was provided regarding the number of persons involved: 90,000.

**Number of non-governmental organisations registered in the KRS, Krajowe Rejestr Sądowy**, which is the National Tribunal Register held in various Polish voivodships

	No. of registered organisations	No. of registered organisations out of 10,000 inhabitants
Pomorskie	2869	13.0
Zachodnio-pomorskie	1733	10.0
Lubuskie	1208	11.8
Dolnośląskie	3315	11.2
Wielkopolskie	3616	10.7

<sup>2</sup> The study, carried out through questionnaires in the present research project at various organisations, foundations and support bodies, confirms what has been said concerning the young age of the not for profit sector and the non-governmental organisation in Poland. In fact, the establishment of numerous Polish NGOs among those interviewed goes back to the 1990s, whereas support bodies were set up from 1993 to 2000.

Kujawsko-pomorskie	1928	9.2
Opolskie	820	7.6
Åłaskie	4536	9.4
Małopolskie	3853	11.8
Podkarpackie	2052	9.6
Åwi«tokrzyskie	1125	8.5
Łódzkie	2523	9.7
Lubelskie	2105	9.4
Mazowieckie	7193	14.2
Podlaskie	1257	10.5

**Number of organisations out of a sample of 10,000 inhabitants and registered organisms (organisations and foundations) in the various Polish districts**

Distretto	No. of organisa- tions out of 10,000 inhabitants	No. of registered organisations (as of June 2002)	Actual resident population per District (as of 31.12.2000)
Sopot	32.1	136	42333
Warszawa	29.5	4770	1615369
Nowy Sącz	26.0	218	83911
Zielona Góra	24.8	295	118786
PrzemyÅł	24.7	169	68345
Poznań	23.1	1330	576899
Olsztyn	22.8	394	172559
Gdańsk	21.5	983	457937
Koszalin	21.4	241	112660
ZamoÅł	21.3	146	68682
Rzeszów	21.1	343	162323
Kraków	21.1	1558	738150
SÅipsk	20.8	213	102176
Lublin	20.8	740	356024
Krosno	20.7	102	49195
Jelenia Góra	19.8	185	93407

Opole	19.8	256	129469
Sejnefski	19.5	43	22019
Siedlce	19.4	148	76269

There are several sectors of activity in which the Polish NGOs operate: health care, education, culture, defence of human rights, ecology. The study carried out by *KLON/JAWOR* in 2002, highlighted the main areas of activity of the Polish NGOs: sport (59.3%); education (48.4%); health care, rehabilitation and assistance to the disabled (32.6%); promotion of culture and the arts (27.4%).

It is interesting to note a new trend: an increase in the fields of international collaboration and European integration since 2000, and collaboration between various non-governmental organisations since 2002.

The major beneficiaries of the services provided by NGOs in Poland are, in particular, all those children, young people, the sick and the disabled that are not assisted by the public social services.

Volunteers are the most essential component for about half the NGOs in Poland, and it was calculated that a volunteer works an average of 18 hours a month. According to an estimate, the number of volunteers is about 1,600,000. Notwithstanding this fairly high number of volunteers, the organisations that have internal regulations regarding voluntary work or those that have undersigned agreements with the volunteers themselves, are very few. The most representative age group among volunteers (22.5%) is made up of young adults between the age of 18 and 25. Students occupy an essential role among Polish volunteers; in 2003, 26.8% of volunteers were students. It is therefore understandable that the level of education among volunteers is ever higher, which is also the reason why there are always fewer volunteers with a primary level of education. It is important to emphasise that among volunteers there are more women than men, with a great prevalence of singles, that amount to about 21.1%.

The following table provides a list of motivations that lead individuals to do voluntary work. Among the most common reasons, there is that of a moral and religious nature (83.0%); followed by personal interest in a field (70.6%). There are also many Polish persons who do volunteering because they hope to be assisted in case of need (66.7%).

### Reasons for volunteering

Why do I volunteer?	Volunteers in %
Helping others is a moral, religious or political obligation	83.0
Because I am interested in it / I like it	70.6
If I help others, others will help me	66.7
I cannot refuse	53.9
I want to learn something new	49.2
An acquaintance or a person close to me does volunteering	36.1
I am in debt to someone who helped me	27.6

On the other hand, the table that follows indicates the amount of time that volunteers dedicate to voluntary work in the space of a year. The majority, 29.2% dedicate from 1 to 5 hours, followed by 21.5% who dedicate 16 to 50 hours; while the number of volunteers who dedicate 151 to 500 hours or more than 500 hours (only 1%) has diminished with respect to 2001 (6.6%) and to 2002 (2.5%). Compared to the previous two years, there has also been a fall in the percentage of volunteers who are unable to quantify the time they dedicate to voluntary work; from 24.7% in 2001, to 15% in 2003.

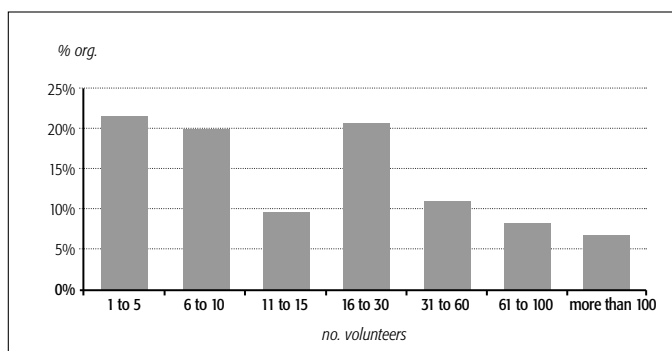
### Time allocated to voluntary activity

The amount of time volunteers dedicate to volunteering in a year	2001	2002	2003
From 1 to 5 hours	21.5%	26.7%	29.2%
From 6 to 15 hours	15.1%	20.4%	20.5%
From 16 to 50 hours	18.0%	22.5%	21.5%
From 51 to 150 hours	12.2%	12.9%	11.5%
From 151 to 500 hours	6.6%	2.5%	1.1%
More than 500 hours	1.9%	2.6%	1.1%
Difficult to say	24.7%	12.5%	15.0%

According to the 2002 *KLON* research project, 55% of NGOs do not utilise full time or paid personnel, while 35% of organisations utilise workers with work contracts; 47% of the organisations use volunteers and non

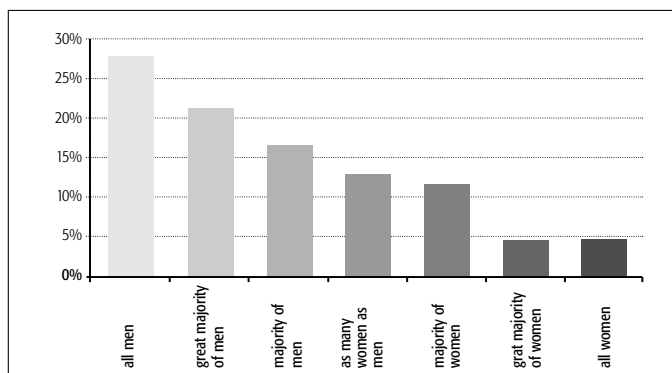
members of the organisations (see graph).

### Percentage distribution of organisations per number of volunteers



In general, there is great discrepancy between the number of women and men on the governing boards or in administrative councils of the organisations. In 66% of the organisations, there is a prevalence of men; in 28% of cases, the boards are made up exclusively of men. Women constitute the majority in 21% of the boards, while those that are only made up of women are 4.5%.

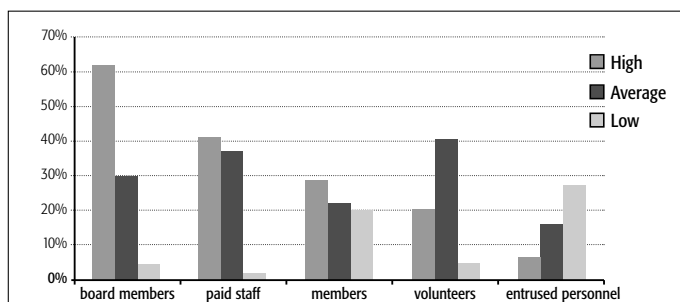
### Percentage distribution of organisations according to gender of board members



The following graph illustrates the partition of organisations with respect to the degree of education of the operators, per role covered. In

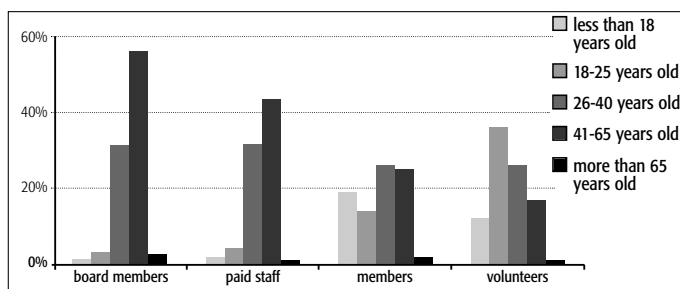
63.5% of organisations, the majority of administrative council have a high degree of education, and in 29% of organisations, the members of the governing board have completed their studies. In 42.5% of organisations, the paid staff has a high level of education.

**Percentage distribution of organisations according to level of education of persons and role in the organisation**



In 55% of organisations, most members of the governing board are from 41 to 65 years old; while in 32% of organisations the board members are from 26 to 40 years of age. The situation is similar for paid staff: in fact, in 45% of organisations most are from 41 to 65 years of age; while in 32%, they are from 26 to 40 years of age. Members are generally younger than governing board members and paid staff. Volunteers are even younger; in 47% of organisations, the majority of volunteers are aged between 18 and 25.

**Percentage distribution of organisations per age group and role**



**3. JURIDICAL AND ORGANISATIONAL FORMS OF VOLUNTEERING**

In Poland, the legal categorisation that orders and regulates the third sector has only recently been established. The law that makes reference to the voluntary sector is dated 24 April 2003 although, previously, other laws had been drawn up that regulated the organisations and foundations (the only organisational forms of the third sector).

The following is a list of the principal laws that make reference to not for profit:

- Law on Public Benefit Activity and Volunteering of 24 April 2003;
- Law on National Tribunal Register of 20 August 1997;
- Law on Assemblies of 5 July 1990;
- Law on Organisations of 7 April 1989;
- Law on Foundations of 6 April 1984;
- Law on Public Funds of 15 March 1933.

After seven years and numerous drafts, the **Law on Public Benefit Activity and Volunteering** (*Ustawa o Działalności Pożytku Publicznego i o Wolontariacie*) was finally promulgated in 2003 by the Polish Parliament, after seven years of preparation, during which time numerous versions were drafted. It defines important aspects for the Polish third sector. The Law underlines the importance of non-governmental organisations in the new social context. The Law:

- Contains a definition of public benefit organisations.
- Defines the figure of the volunteer (Art.2 paragraph 3): “an individual who provides his or her services voluntarily and without remuneration”.
- Regulates the terms for the service of volunteers in NGOs and in public institutions (Art. 42).
- Indicates the elements for a correct relationship between the public administration and non-governmental organisations (thus obliging the public sector to put the constitutional principle of support for civic activities into practice).
- Defines the obligations of the beneficiaries towards the volunteers, informs the volunteer of possible risks in carrying out the

services requested and guarantees suitable working conditions (Art 45 paragraph 1 and 2).

- Regulates the expenses of carrying out the services requested (Art. 45 paragraph 3).
- Guarantees insurance coverage for the volunteer (Art. 46 paragraph 3).

Generally, it is the organisation that stipulates insurance coverage for the volunteer (at least, this is what is provided for by the Law of Activities of Public Benefit and Volunteering of 24 April 2003, Art. 46 Section III).

However, it is possible that the volunteers themselves see to stipulating an insurance policy both for personal reasons or due to particular circumstances (e.g. the volunteers who work as instructors at sports organisations are at greater risk, and therefore must stipulate an insurance policy themselves, in case that the organisation does not do so). The organisations should: guarantee a safe working environment for volunteers, inform them of the possible dangers related to their work, cover travelling and other expenses linked to the services that volunteers provide.

Article 430 of the Civil Code states that volunteers and the organisations are responsible for damage to third parties as well as damage caused to the organisation itself.

However, it does not face the issue of promoting volunteering in any manner, but simply makes reference to its qualification with Art. 43, in which it declares that the volunteer should be qualified and suitable for the type of service that he/she must carry out.

The organisational forms of the third sector are organisations and foundations.

### 3.1. ORGANISATIONS

An organisation can be established by 15 or more founding members who have deliberated a statute.

An organisation is the juridical form that a social organisation takes when it is constituted by a group of persons who wish to work to-

gether to reach common objectives. The members of the organisation decide autonomously which activities to carry out. Its members are free in defining the goals of the organisation and delimiting the sector of activity. Generally speaking, the principal sectors of activity are: science, education, culture, sport, environmental protection, advocacy, charity, health care, professional and social rehabilitation of the disabled, protection of religious cults.

The Law on organisations defines them as: voluntary, self-governing, and a permanent union of individuals that are together with the aim of not for profit purposes. The “voluntariness” of the organisation consists in: the autonomy of creating or closing the organisation; the freedom of joining or leaving the organisation. The organisation can exist independently from the composition of its members, under the condition that there are 15 or more members. The “not for profit aim” of the organisation consists in the fact that it is forbidden to accumulate money for the benefit of the organisation members; the organisation can, therefore, carry out economic activities of a commercial nature, as long as the income from these activities is used exclusively to carry out statutory objectives. If the contrary is the case, then the situation is not in conformity with the law.

Obviously, the Constitution of the Polish Republic forbids the establishment of organisations in which the objectives are in contrast to the Constitution itself or to the law (Art. 58, Law 2 of the Constitution). Therefore, each organisation must indicate in the statute its aims and the manner how it intends to reach its goals.

Moreover, the organisations can be either unincorporated or incorporated.

An unincorporated organisation can be established by a minimum of three people. In order to be constituted, it must provide the names of the founders, the objectives, the statute, the headquarters, and the name of the legal representative. These groups must also notify local supervisory authorities of the intention to establish an unincorporated organisation. If, within 30 days of the date of notification, no prohibition is issued, the group may start operating.

On the basis of Art. 42 of the Law on Organisations, an unincor-

porated organisation cannot: become member of a federation of organisations; carry out commercial activities; accept donations, legacies, bequests, public contributions; or have legal personality.

The unincorporated organisation has fewer legislative obligations than an incorporated one, though it is without legal personality.

Instead, an **incorporated organisation** can be established by 15 or more people. It must have its own statute and a governing board of the organisation. The statute must necessarily establish (Art. 10): name, sector of activity, objectives and means to carry them out, rights and duties of its members, means of patrimonial representation, approaches to obtaining financial resources and contributions from members, rules to introduce changes to the statute, and modalities of closing the organisation.

The first step towards establishing an organisation is the Constitutive Assembly, where the most important decisions are made for the life of the organisation. After having prepared a document with all the data of the members, one passes on to the statute. The organisations that intend to have greater recognition with respect to unincorporated organisations, must register in National Tribunal Register (*Krajowe Rejestr Sądowy, KRS*), which in turn is subdivided into other registers: one for entrepreneurs, one for foundations, and one for different social and professional organisations. The Register is public and anyone has the right to have access to his/her own data through the Central Information Office. If an organisation does not respect the rules of registration, or if its own statute is not in conformity with the Constitution, then registration is refused.

### 3.2. FOUNDATIONS

The foundation has juridical personality. It is an organisation created to fulfil useful purposes, and it is provided with assets. The founder assumes the responsibility of devolving a part of the assets for the purpose indicated; assets that do not belong to physical persons but to the foundation for the purposes established by the statu-

te among those permitted by law. Therefore, this juridical form of organisation is autonomous from any vicissitudes that can strike the assets of the physical persons who set up a foundation. Foundations occupy a privileged place in private law in that they are created to fulfil not for profit making activities that are socially useful.

According to the laws in force in Poland, foundations are characterised by: legal personality; a non-associative structure (lack of members); assets destined to fulfil statutory aims; duration; activities that are coherent with the principles at the basis of the Constitution of the Polish Republic; and by an obligation to conduct social benefit activities such as: health care, economic and social development, instruction and education, culture and fine arts, welfare and solidarity, environmental protection, and the protection of historical monuments.

The **sectors of activity and the characteristics** of the foundation often reflect the personality of the founder, which may be established by either a natural or a juridical person. Up to a short time ago, in Poland, even the public administration could set up foundations, and thus create very specific foundations that dealt with issues and which had features that were a mix between public and private institutions. The recent law on public funding has eliminated the institution of this type of foundation. However, notwithstanding the entrance into force of this law, many other foundations have been set up which have several types of public institutions, including the government, among its founders.

This last group of foundations has many internal differentiations, such as:

- Foundation created to carry out programmes with economic support from abroad (for example, Collaboration Funds, such as the *Polish-German Collaboration Fund*) or those created directly by support and promotion organisations of a public nature (e.g. Bodies for Municipal Development).
- Foundations created from the transformation of so-called “purpose” funds, such as *Foundation for Polish Sciences* (created from the Central Fund for Scientific and Technical Advancement) or the *Foundation for the Advancement of Physical Culture*.
- Particular cases, such as: foundations in which the Treasury has

directly provided a considerable financial donation either upon the establishment of a foundation or upon taking of office of its governing board, formally that of a “private foundation” (note as examples the *Foundation for Culture* or the *Foundation of Social Assistance*).

A particular type of foundation, among those promoted by public bodies, are the ones set up along side the last mentioned, which deal with providing support to the public bodies themselves (particularly in the Public health care sector). This is a means to legitimise contributions for theoretically free services.

Though foundations of public origin are much more common, though usually less rich, there exists a group of foundations of private origin that can be considered “true” foundations, in full traditional meaning of the word. This does not mean that these foundations do not utilise public funds. According to estimates, a quarter of the foundations in Poland benefit from public funds, which constitute a fifth of their assets. It is worth adding that this figure is much lower compared to other countries in the European Union where foundations and organisations participate to a greater degree in carrying out and managing public services, and which have greater access to public funds. Apart from these funds, foundations very often, in 65% of cases, utilise donations from persons and institutions. In fact, 25% of the revenue of foundations comes from these two sources. Foundations are created for many purposes. The majority carry out objectives to fulfil socially or economically useful purposes, even though the limit between what is public and what is private is not always easy to define.

They autonomously carry out the objectives set out in their statutes. Most foundations provide services directly in the sectors of welfare, education, health care, while others help other institutions and organisations. These last mentioned foundations have diverse forms of funding. Though very rare in Poland, some are based on a fixed capital, whose profits are then utilised for statutory purposes. Others have funds or assets that are renewed regularly by several financial institutions, such as banks which, in fact, are their agencies. Others are financed by public donations or charitable fund-raising campaigns (e.g. the *Great Aid Orchestra Festival*).

Last of all, another particular type of foundation is the one with **local funds** (*Community Foundation*), which gathers public and private subjects present in the territory of all the types mentioned beforehand. Yet other, though much less numerous, deal with studies on the application of the laws and the elaboration of legislative proposals, or else carry out research and studies, often with reference to the activities of public institutions.

#### 4. RELATIONSHIP WITH PUBLIC INSTITUTIONS, COLLABORATION AND COMMON PROJECTS

In the **Law on Public Benefit Activity and Volunteering** (*Ustawa o Działalności Pożytku Publicznego i o Wolontariacie*) of 24 April 2003, one can find the legal foundations for a systematic collaboration between the public administration and non-governmental organisations. This national law defines the figure of a volunteer (Art. 2 paragraph 3) and regulates the terms for engaging volunteers in the work of non-governmental organisations and public institutions (Art. 42).

The law establishes the various forms and principles of collaboration of non-governmental organisations with the public administration, and creates a system of contracting and subsidising the provision of public services and the assigning of financial resources. The principles and forms of this collaboration are contained in Art 5 of the above-mentioned law. Apart from the obligation by administrations to collaborate with non-governmental organisations and similar actors, Art. 5 also contains a list of the forms of this collaboration, which can be divided into two groups: non financed collaboration and allocation of assignments or tasks.

Included among **non financed collaboration**, there is:

- The reciprocal exchange of information regarding plans of public administration activities and those of the organisations in question. A valid and experimented experience in this sense is the series of encounters between non-governmental organisation representatives

and those of the Self-Governing Territorial Committee<sup>3</sup>.

- Consultation regarding proposals of laws in the context of public benefit activities of non-governmental organisations. They must be consulted not only regarding proposals of laws and ministerial dispositions, but also as to resolutions taken in the territory of competence of the Self-Governing Territorial Unit (for example, projects deliberated by the Municipal Council).

The law provides for the obligatory approval of annual collaboration programmes with non-governmental organisations on behalf of the entities that make up the Self-Governing Territorial Unit. However, the law does not indicate how this collaboration programme is to be formulated, nor does it establish how it should work, or to what measure it comes within the budget of the Self-Governing Territorial Unit.

#### 4.1. CONFERRING OF PUBLIC ASSIGNMENTS

The conferring of public tasks to non-governmental organisations, in order to carry out public interest services, can come about in two forms: support and assignment.

**Support** in providing certain services is the most typical type of relationship utilised. Of their own initiative, non-governmental organisations generally undertake a large number of activities. Very often, these activities are similar or complementary to those of the public institutions. The Self-Governing Committee, aware of the initiatives carried out by the non-governmental organisations, can assign support funds to carry out these activities. In this case, only a part of the costs are covered by these funds.

The other form of collaboration, **assignment**, is utilised when or-

ganisations plan new initiatives and then turn to the public administration to obtain the necessary funding. In entrusting the NGOs with public tasks, the possibility of carrying out an initiative is in the hands of the Self-Governing Committee which decides whether or not to entrust the realisation of an initiative to an NGO. If funding is approved, it covers all the costs.

Organisations that wish to collaborate with public institutions must be registered with *KRS*, *Krajowe Rejestr Sądowy* and with the National Tribunal Register.

#### 5. FORMS OF FUNDING

The greatest share of financial support assigned to Poland comes from **American foundations** which, since from the 1980s, have participated actively in reconstructing the Polish socio-economic system. There are five important foundations that intervene to a great extent in the Polish third sector.

The following list provides the names of these foundations along with the amount (in US dollars) donated in the last ten years or so:

- *Ford Foundation*, USD 285,226,002.
- *Andrew W. Mellon Foundation*, USD 105,627,275.
- *Rockefeller Foundation*, USD 93,260,988.
- *Stewart Mott Foundation*, USD 51,505,688.
- *Rockefeller Brothers Foundation*, USD 11,688,508.

A strong link with **German foundations** operating, differently from the American ones, with public funds<sup>4</sup>, is connected to the historical German presence in this part of Eastern Europe, but also to a strong will to reconcile with these countries. Since 1989, contacts bet-

<sup>3</sup> The Self-Governing Territorial Committee is the public institutional authority that manages social intervention at a local level.

<sup>4</sup> Even though the origins of these institutions go back at times to the early 1900s - such as the Friedrich Ebert Stiftung of the Spd (German social democrat party), originally set up to support the working classes in their studies - the current foundations were set up on the impulse of the coalition of anti-Fascist and anti-Nazi State that had defeated the III Reich, in an effort to strengthen democracy and de-nazify German institutions and society, and not to create a similar situation to the collapse of the Weimar Republic, which opened the doors to the Nazi Part and to Hitler.

ween the German and the Polish governments have been underway with the aim of establishing German foundations in the Polish territory. On 10 November 1989, the Foundation Konrad Adenauer of the Cdu (the German Christian-Democrat Party) opened an office in Warsaw. Soon after other foundations opened offices in the 1990s, such as *Friedrich Ebert Foundation*, the *Friedrich Naumann Foundation* (of the German Liberal Party) and the *Hans Seidl Foundation*.

These foundations promote education initiatives, cultural events, bestow donations for various types of programmes, scholarships for Polish students and researchers who study in Germany. The following is a list of foundations that provide support and cooperate with the Polish third sector:

- *Academy of Philanthropic Advancement;*
- *American-Polish-Israeli Foundation for the Promotion of Polish-Jewish Culture, Shalom Foundation;*
- *Polish-American Fund of Loans for Citizen Initiatives;*
- *Foundation for Poland;*
- *Leopold Kronenberg Bank Foundation;*
- *Friedrich Ebert Foundation;*
- *Friedrich Naumann Foundation;*
- *Stefan Batory Foundation;*
- *Polish-American Freedom Foundation;*
- *Foundation of Helsinki;*
- *Democracy Education Foundation;*
- *Citizen Education Centre Foundation;*
- *Robert Schuman Foundation.*

Part of these foundations; apart from bestowing donations, participate actively in information, consultancy, and promotional activities, as well as producing training courses, publications, etc. The greatest problem for NGOs in Poland is to find funds to carry out activities. The NGOs utilise 77% of funds defined as “public”: that is, obtained from local or central authorities. The annual budget of 43% of Polish NGOs does not exceed 10,000 PLN, about 2,600 Euro. In 2001, the income of half the organisations did not surpass 19,000 zoty, that is 4,279 Euro.

The following table lists the funding obtained by the Volunteer Centre of Gdansk for the year 2003. The entities and organisations that provided the funds are given, together with the amount and the funded projects.

#### Funds obtained by the Volunteer Centre in Gdansk for 2003

Financial Sponsors	Beneficiaries	Amount
Municipality of Gdansk	Youth voluntary work, in favour of the disabled; employment mediation office; Amico - Starszy Brat Starsza Siostra	21.660,00 PLN
Stefan Batory Foundation	Starszy Brat Starsza Siostra	10.000,00 PLN
Voivodship Office of Pomerania (Pomorski Urząd Wojewódzki)	Employment mediation office (Biuro Pośrednictwa Pracy)	2.000,00 PLN
Polski Fundacja Dzieci i Młodzieży		25.000,00 PLN
UE PHARE Access 2000	Klub-net	23.844,76 Euro
Private donations	Training and promotion of voluntary work for the young.	4.000,00 PLN
EU Youth Programme	Statutory objectives	3.625,00 Euro
Total	Voluntary work abroad.	62.660,00 PLN + 27.469,79 Euro

#### 6. ORGANISATIONS THAT PROMOTE VOLUNTEERING

In Poland, the promotion and qualification of volunteering is carried out by volunteer centres and by the Ministry of Social Affairs. There are about seventy centres in the Pomerania Region alone, but there are numerous others throughout the country.

The major volunteer centres are part of the *Sieć Centrów Woltariatu network*. There are thirteen in all, and their head offices are in: Gdańsk, Warszawa, Elbląg, Słupsk, Toruń, Łódź, Lu-

blin, Wrocław, Białyсток, Kielce, Radom, Rzeszów, Dzieńków Śląski. Not all the voivodships have a volunteer centre belonging to this network, and this is the case for Zachodni Pomorskie, Podlaskie, Małopolskie, Śląskie, Opolskie, Lubuskie. In the aforesaid voivodships, there were once centres belonging to the network, but they have slowly disappeared because of the lack of funds and of volunteers. In any case, there are small **volunteer centres** in these voivodships which, though not part of the Sieć network, are active at a local level, where they operate in an isolated manner. For example, there are seven volunteer centres in Pomerania, but only those of Gdańsk and Słupsk, which are larger and more important, are part of this network. There is no national law that regulates or imposes the establishment of volunteer centres. In general, there is a volunteer centre belonging to the Sieć network in every voivodship. There are exceptions of course, such as that of Pomerania region, where there are two volunteer centres: that of Gdańsk and that of Słupsk. Moreover, following the recent administrative reform, there has been a decline in the number of voivodship territories, which from the initial 46 is now down to 16. This is the reason why two volunteer centres can be found in the some voivodship. In most cases, they operate in their own regional territory, though these organisations have the faculty of widening their range to a national level. The centres are absolutely independent from each other, also because their sphere of intervention is principally at a local level, within their own voivodship territories. However, all of them attempt to follow a common policy thanks to periodic encounters in which there is a reciprocal exchange of ideas and an update of activities carried out. These encounters are held on a quarterly and rotation basis at the offices of one of the centre members, and not at the secretariat of the network which has its offices in Łódź. The various activities, which are the same for all centres, are discussed during these encounters: training of volunteers, promotion, care of the elderly and children, awareness-raising of volunteering. The volunteer centres are a point of reference for the organisations that need to engage new volunteers as well as for citizens who wish to be involved in voluntary work. The volunteer centres offer training courses and refresher courses to both

volunteers and organisations. Each centre has its own set of regulations that must be respected by the organisations, as well as by the volunteers; at a national level, there are no laws or norms regarding the promotion and training of volunteers.

The Law on Public Benefit Activity and Volunteering itself does not mention the issue of promoting volunteering, but simply refers to the necessity for volunteers to be qualified and suited to the service they provide (Art. 43). The promotion of volunteering is thus entrusted to volunteer centres that draw up a "Strategy Plan" for this purpose every three years. There are no control bodies to verify the quality of the services provided, though there is a Council for Volunteer Centres, in which these centres evaluate their own work through confronting themselves with the activity of other centres.

Economic resources remain the frailest element; almost all volunteer centres are funded by important foundations (for example: *Fundacja Batorego*, *Fundacja Bankowa im. Leopolda Kronenberga*) or by the United States funds. Many utilise European Union support, such as funds from the PHARE Programme, and almost all centres adhere to international programmes, such as *Leonardo da Vinci* and *Socrates*. But all these resources are not always sufficient. In order for volunteer centres to promote their own projects, they have created internet sites and produced magazines on volunteering, they print and distribute brochures that describe the activities carried out and the projects that they have launched. Their principal purpose is to promote and foster the participation of citizens, recruiting and directing volunteers for non-governmental organisations. These centres hold training courses for aspiring volunteers, and also courses for representatives of organisations and institutions upon request. They offer information services for all those who are interested in working in volunteering in Poland and abroad and offer consultancy services for those interested in setting up similar activities.

**The objectives of the volunteer centres are:**

- Active and systematic recruitment of volunteers, conducted in various contexts and social groups.
- Acting as the mediator between supply of and demand for volunteers among organisations, institutions and single citizens in-

terested in utilising the help of volunteers.

- Establishment and update of databanks on volunteers and subjects that require their help.

Every volunteer centre in Poland carries out projects and programmes for volunteers on the local level. Some examples of the programmes set up by these centres are:

- Voluntary work in schools (**Wolontariat w szkole**); the purpose is to promote the concept and principles of volunteering among the young in primary and secondary schools.
- Voluntary work in hospitals (**Wolontariat w szpitalu**), addressed to sick children in hospital. This programme aims to help children in the most difficult stages of their illness; the volunteers look after the young patients and occupy their time.
- Voluntary work with the disabled (**Wolontariat Pomocy Nie-**

**pełnosprawnym**), addressed to volunteers who want to help disabled persons.

- Voluntary work and business (**Wolontariat i biznesu**); the objective is to promote volunteering and social activities in business enterprises and in local firms.
- Life begins at 40 (**ycie zaczyna si´ po czterdziestce**), addressed to unemployed women who are over 40 years of age.

Moreover, there is now a number **volunteering offices**. Their activities lie principally in providing recruiting and placing volunteers in appropriate organisations (**Biuro Pośrednictwa Pracy dla Wolontariuszy**) and in fostering voluntary activity locally. In essence, they carry out a role which is similar to volunteer centres, with whom they establish various forms of collaboration, though remaining independent from the aforesaid.

## Support bodies

### 1. SUPPORT BODIES

Four out of five of the support bodies interviewed are volunteer centres (the Volunteer Centre in Gdansk, the Volunteer Centre in Warszawa, the Volunteer Centre in Elbląg, the Volunteer Centre in Dzierżoniów) and one is a Foundation (the RC Foundation).

#### 1.1. LEGAL STATUS, ORGANISATIONAL STRUCTURE AND FINANCIAL RESOURCES

The main task declared in the statute of the Centres is to advise and support both volunteer organisations and people in need. In addition, it performs an important role as an intermediary between organisations seeking volunteers and citizens who wish to find voluntary work.

These four volunteer centres are a part of the national network Sieć Centrów Wolontariatu w Polsce, which also counts amongst its members 13 voluntary organisations and a varying number of between a minimum of 15 and a maximum of 100 other partners.

In confirmation of what has already been said in relation to the recent increase of Polish not for profit organisations, all four of the Centres were launched between 1993 and 2000.

Even the RC Foundation, the Regional Centre for Information and Support for NGOs in Gdansk, was set up in 1993 to support the local community in the development of civil society. Its tasks are: to provide assistance of an informational and organisational nature regarding the activities and initiatives of non-governmental organisations; to promote collaboration and cooperation with national and local government administrative bodies; and to stimulate NGO activity gene-

rally, by encouraging exchanges of experience in all sectors. Its aim is to extend areas of cooperation also between the national and international partners<sup>5</sup>.

The RC Foundation is part of a national network called SPLOT, The Network of Non-Governmental Organisations (SIEĆ WSPIERANIA ORGANIZACJI POZARZĄDOWYCH SPLOT), created through an agreement by eleven other non-governmental organisations (NGOs) and which will be described below. It was the first organisation to support the non-governmental sector in North Poland by carrying out a series of training activities, performed in collaboration with "The School of non-governmental initiatives" in Gdansk, which was founded in 1994.

When looking at the detailed information obtained from the questionnaires and from an encounter with these realities, a picture starts to emerge, as illustrated below.

As far as **financial resources** are concerned, the total 2003 income registered by the support bodies interviewed varies from 250,000 Euro (RC Foundation) down to 1,000 Euro (the Volunteer Centre in Elbląg)<sup>6</sup>.

In 2003, the support bodies interviewed have taken advantage of various sources of funding with different consequences on the final balance of funding: public money and contributions from public bids constitute 80% of the income of the Volunteer Centre in Dzierżoniów; private donations constitute the main source of funds for the Volunteer Centre in Warszawa (86%) and for the RC Foundation (40%); the Volunteer Centre in Gdansk uses the European Union as its main source of funding (63%); finally, "other activities" constitute 90% of income for the Volunteer Centre in Elbląg.

All four Centres have rented **offices**, whilst the RC Foundation owns

<sup>5</sup> See under heading 7.2 for information relating to RC Foundation initiatives.

<sup>6</sup> For the Centre in Elbląg the lack of financial resources represents a major problem: they do not have a permanent sponsor and sometimes, this is a constraint on the same organisations who turn to the centre with regard to the support given, for example, through donations.

its office premises. Even the size of the offices is different: 600 sq.m. for the RC Foundation, and only 8 sq.m. for the small EIBIåg Centre. Access for the disabled is guaranteed both in the central and in the decentralized offices.

The Centres that were interviewed have weekly opening hours from Monday to Friday, working for a minimum of 25 and a maximum of 60 hours per week.

### 1.2. TERRITORIAL RANGE, HUMAN RESOURCES AND RELATIONS WITH OTHER ACTORS

In the majority of cases, these support bodies have a regional area of activity and operate in the voivodship (Polish administrative area) to which they belong. However, organisations are able to widen their range to the national level.

Generally, these support bodies address their services to all NGOs and public institutions (for example, schools, orphanages, hospitals, etc.) In the specific case of the Volunteer Centre in Dzierżonów, potential users also include individual citizens who ask for the help of volunteers, and citizens offering volunteer services.

The members of the social organs of the bodies are volunteers; with the exception of the centre in EIBIåg which relies on external assistance.

Only two out of the five organisations are commissioned for active work by: the Labour mediation office, the Hospitals Voluntary Service, the Student Voluntary Service, the Commission for social programmes, the Citizen’s advice bureau, and the Office for coordination and mediation of voluntary work.

Data gathered from Polish NGOs highlight that there are more women than men, and the table below outlines the profiles of volunteers and paid workers.

The average volunteer is generally female, under 30 years of age, with a secondary school education.

It is interesting to note that, as far as the organisms interviewed are concerned, only men worked as volunteers on a full-time basis (well over 12.8% of interviewees), whilst the women worked part-time or only for a few hours per week.

However, in the case of paid workers, these are mostly women under the age of 30 with a university degree, employed on a full-time basis.

In three out of the 5 centres, women constituted 80% of staff, and in the remaining centres, 70% of all volunteers. However, young

#### Volunteers

	Total	Part-time	Full time	A few hours	Under 30 years	Between 31 and 60 years	Over 60 years	Compulsory education	High School Diploma	University Graduates
M	47	29	6	12	42	5	-	5	36	6
F	141	92	-	49	116	24	1	10	87	44

#### Paid Staff

	Totale	Part-time	Full time	A few hours	Under 30 years	Between 31 and 60 years	Over 60 years	Compulsory. education	High School Diploma	University Graduates
M	8	2	6	-	5	3	-	-	1	7
F	16	5	11	-	9	7	-	-	-	16

people constitute 30% of all volunteers in two out of the five centres, the remaining three estimating the presence of young people in their organisations at between 50% and 90% of volunteers.

It was found that in three out of the five centres, women made up 50% of the management structures, and that in the others, the estimated percentage of women in the management structures was as high as 70%; on the other hand, estimates made by individual bodies regarding the representation of young people varied between 10% and 50%.

Forty-nine volunteers and nineteen paid workers were employed

It seems from the data gathered that in Poland, these Bodies have legislative obligations with regard to relations with public institutions, such as registration in the **National Tribunal Records (KRS)** or **Krajowe Rejestr Sądowy**, to which organisations aiming to develop an important presence must refer. It has a register for business, a register for foundations and a register for all the various social and professional organisations. This is a public register and therefore anyone is able to access information on it through the Central Information Office which, for a fee, issues copies, extracts, and certificates. The conditions for registration respect the rules of registration and are in com-

Activity agreements	Total No.	N. Not for profit organisations	No. Professionals and offices	No. Public authorities
Promotion and development of solidarity	227	25	184	18
Support for social planning and volunteer initiatives	8	6	-	2
Advice, guidance and information	99	10	85	4
Support tools for technology/logistics or for planning, starting and achieving certain activities	7	4	-	3
Training and qualification offered to organisations	73	6	65	2
Information, media and communication services	281	16	260	5
Research	4	3	-	1
Databases of organisations	324	48	260	16
Other	-	-	-	-
<b>Total</b>	<b>1023</b>	<b>118</b>	<b>854</b>	<b>51</b>

on temporary projects during 2003.

In general, the centres that were interviewed collaborate with other voluntary **support bodies**; in fact, there are federations for organisations providing services in the area of programme preparation with volunteers, joint workshops, training seminars to improve services (as in the case of **Masovia**). In addition, there is also: the Network of Volunteer Centres in Poland, the **Wolontariat Warmii i Mazur**, la **Federacja Organizacji Społecznych Fosa** (Federation for Social Organisations).

There is no lack of collaboration with institutional bodies at the local, regional and national level (Ministry of Social Policies).

pliance with the Constitution and with regulations in force.

In addition, four of the five centres interviewed have established agreements with external subjects to provide several services (see table below).

### 1.3. SECTORS OF ACTIVITY AND TYPOLOGY OF BENEFICIARIES

A few of the centres analysed carry out direct **welfare activities** for citizens and specifically, are engaged in support activities, the promotion of self-help, protecting the environment and animals, promo-

ting culture and sport, and providing citizens with information relating to civil protection.

Furthermore, the support bodies have been engaged in the **promotion**, support and qualification of volunteering. The services offered to the voluntary sector are numerous and can be subdivided into five areas; ranging from seeking volunteers to organising cultural events, through to data collection and the publication of journals, books and diffusion material. They also offer legal and tax management advice; also, all the support bodies organise training courses, seminars and individual meetings. Three of them are engaged in information activities and introducing individual citizens who want to be volunteers to organisations who need volunteers. This service is mainly carried out for organisations, foundations and public bodies, supplying the volunteers with information relating to the organisations, planning guidance meetings and then placing volunteers with interested organisations.

All the centres promote volunteering on a regular basis through training and information meetings on voluntary activity and by motivating volunteers.

They organise awareness-raising campaigns on a systematic basis in schools and universities, on the legal aspects of volunteering and the motivations that lie behind it. Generally, the service is supplied free of charge or on payment by the organisations themselves.

The table below clearly shows the types of subjects that utilised the services in 2003, detailing the number and percentage of the beneficiaries.

#### Type of subjects that utilised the services in 2003

Subjects that utilised the services	No. subjects	Percentage %
Organisations	313	32.6
Individual citizens	516	53.9
Public bodies	67	7

Foundations	56	5.8
Other not for profit entities	6	0.6
<b>total</b>	<b>958</b>	<b>100</b>

With regard to the **type of intervention** carried out, welfare accounted for 75.2% of services provided, thus resulting the main area of activity, followed by advocacy at 14.4%, and environmental protection in the last position, with only one instance of intervention.

#### Area of intervention

Area	No. services supplied	Percentage %
Welfare	313	75.2
Education	32	7.7
Health	10	2.4
Advocacy	60	14.4
Protection of the environment	1	0.2
<b>Total</b>	<b>416</b>	<b>100</b>

Over the last three years, there has been an increase in **services supplied** in specific sectors, such as advocacy, welfare, the promotion of volunteering, support to organisations in setting up volunteer centres and training courses.

The support bodies that were analysed disposed of both a **data base** relating to the situation in their geographical area and that of individual citizens engaged in voluntary work.

As far as the **types of services** supplied by the support bodies that were interviewed are concerned, the table below shows the various services and the number and percentage of services supplied. The creation of a data base providing information to the various organisations was the most important activity representing 77% of services supplied; the next most important activity with 7% was advice and qualified assistance; information services representing only 6%. Only 1% of services supplied involved the promotion of volunteering, 5% recruiting volunteers and 2% for training.

### Type of services

Tipologia servizi	Number	Percentage %
Data base organisation information	4100	77
Advice / consulting	375	7
Information services	331	6
Logistical services	100	2
Information services	331	6
Training	93	2
Publications	4	0.1
Volunteer recruitment	263	5
Promotion of volunteering	63	1
Total	5329	100

These support bodies utilise various methods in determining which needs they should respond to: direct requests from citizens, meetings with organisations or foundations, beneficiaries and specific research analysing needs. In order to evaluate the effectiveness of their interventions, the centres carry out frequent analyses of the quality and quantity of work carried out by the sector operators using questionnaires and interviews handed to the beneficiaries of the services provided.

#### 1.4. LEGISLATION AND RELATIONS WITH OTHER SUPPORT BODIES AND/OR PUBLIC INSTITUTIONS

In Poland, there is no law regulating the provision of services, and the only legal basis is the one that has already been mentioned, the Law on Public Benefit Activity and Volunteering (*Ustawa o Działalności Pożytku Publicznego i o Wolontariacie*) of 24 April 2003.

As far as relations with public institutions are concerned, consultation/representation organs have been established to manage social policy: there is a Minister, an NGO Council, an *Urząd Miasta* (City Office), an *Urząd Gminy* (a Municipal Office) and a Department responsible for the Registration of Organisations (*Departament za Prowadzenie Ewidencji Stowarzyszeń*).

There are various organisations for political representation that the support bodies can use:

- *Wydział Spraw Społecznych a Samodzielnie Stanowisko do Spraw Współpracy z Organizacjami Pozarządowymi* (Social Affairs and Independent Office for Collaboration with Non-governmental Organisations) prepares and organises public funding competitions.
- *Ogólnopolskie Forum Organizacji Pozarządowej - Federacja* (The National Forum for Non-Governmental Organisations – Federations) is an organism (with no legal status) of 100 Polish NGOs, established in 2003.
- *Rada Pożytku Publicznego Ogólnopolskie* (National Council for Public Benefit) is an organism elected by Polish NGOs through the Internet which holds office for two years. Non-governmental organisations use this representation when dealing with public authorities.

Sectors of intervention and relationships with institutions (These data refer to 4 of the 5 bodies)					
	Social policy and establishing areas of intervention	Supporting programmes or proposed activities of support bodies	Agreements or contracts for the provision of services	Promotion of volunteering and related issues	Other (Please specify)
Local authorities	X	X	X	X	
Care and protection centres	X			X	
Cultural institutes		X		X	
Sports clubs		X		X	
Welfare institutions	X	X		X	

Other organisms					X
Administrative work					X
Collaboration with OPS (social self-help organisations)	X				
Działanie na rzecz Stowarzyszenie Mazowia (activities pertaining to the organisation in Masovia)					X
Urząd Wojewody Departement Pożytku Publicznego (Voivodship office, Department of Public benefit) at MPS (within the Ministry of Social Policy)					X
Education				X	X
Social policies and social help	X	X		X	X

In addition, local public institutions themselves have shown interest in fostering closer collaboration with voluntary organisations. Examples of this include: *Urząd Miasta* (City Office), schools at all levels, universities, communal centres for social welfare, social welfare offices, Voivodship of Pomerania and the Commissions for Health and for Social Policy.

The following are the intervention sectors in which the support bodies interviewed had succeeded in establishing relationships with public institutions:

#### 1.5. RELATIONS WITH EUROPEAN INSTITUTIONS

Four out of the five support bodies interviewed carry out activities at an international level with other local and foreign organisations. These projects involve the following issues: the establishment of new volunteer centres in Armenia and Russia to respond to the needs of local populations; the exchange of experience, training courses, office visits and volunteer exchanges with Germany, Spain, Ireland, and France; youth programmes and the EVS (European Voluntary Service); col-

#### Activities at international level

Project title	Funding			Role performed		Implementation status		
	European Union	National Funding	Other	Leader	Partner	Launched	Active	Finished
1 International league <i>Biur Partnerów Baltica</i>			X		X		X	
2 <i>Obwód Kaliningradzki</i>			X		X		X	
3 International forum and conferences League of Baltic countries			X		X			X
4 EVS	X		X		X		X	
5 Volunteer Centre in Armenia			X		X		X	
6 Volunteer Centre in Russia		X		X			X	
7 Wsparcie i rozwój sieci Centrów Wolontariatu w Polisce projekt realizowany with <i>N/VDA</i> (Northern Ireland)	X			X				X

laboration with Kalingrad, Lithuania, Estonia, the USA, Denmark, Ireland, and countries in the Baltic region

In the majority of cases, the support bodies are partners in various projects which are still underway. As far as funding is concerned, only a few projects are funded by the European Union and almost none with national funds. The interviewees indicated "other" as funding sources,

without specifying what they were. The support bodies interviewed prioritised the following areas for international activities: developing relations with the third sector in the EU to exchange experience and to create common projects, supporting North/South cooperation in the world, developing their own activities to include foreign countries and gathering resources to develop their activities at a national level.

## 6.1. THE VOLUNTEER CODE OF ETHICS

The courses and encounters with future volunteers have the aim of orienting and preparing them, commencing with the principles of volunteering set out through means such as the Volunteer Code of Ethics.

According to this Code of Ethics the volunteer should:

- Be certain. "Look into yourself and remember that you want to help others."
- Be convinced: "Do not offer your help if you are not convinced of the importance of what you are doing."
- Be loyal: "Offer suggestions freely, and do not let down your fellows."
- Respect the rules: "Do not criticise what you do not know. There could be plausible reasons."
- Speak openly: "Ask for explanations when you do not understand. Do not allow doubts and frustrations to stifle you."
- Be willing to learn: "Knowledge is an indispensable element in doing a good job."
- Grow continually: "You should know all about your organisation and your work."
- Do not lose control: "You will work better and with greater satisfaction, accomplishing what you expect."
- Be a person that can be relied upon: "Work is a duty. Carry out what you accept to do. Do not make promises if you are not sure of maintaining them."
- Act collectively: "Find your place within the group. Acting alone is not suited to today's complex social context."

## 7. NATIONAL AND REGION COORDINATION OF THE THIRD SECTOR, ORGANISATIONS AND VOLUNTEERING

By and large, 30% of organisations have undersigned non-governmental organisation contract or agreements of a national, regional or sectorial nature. Analogously, international pacts or agreements of non-governmental organisation are about 9 %.

## 7.1. Sieć Wspierania Organizacji Pozarządowych Splot (*SPLIT*)

*SPLIT*, a network of non-governmental organisations (*Sieć Wspierania Organizacji Pozarządowych Splot*) is the result of an agreement between independent NGOs (non-governmental organisations) who have a common mission: the development of civil society through the help of organisations, foundations, self-help groups and various personal initiatives. It is a national support network for NGOs whose activities are extended to a national level.

The *SPLIT* network became a foundation in 1994 thanks to the efforts of six organisations. Since 1997, it operates under the name of "Sieć Współpracy Społeczności Otwarte" (Network for the Development of an Open Society). At present, there are thirteen organisations that are part of *SPLIT*. Each of these carries out its own activities in its own voivodship, and all of them conduct and carry out concrete projects as organisations.

The *SPLIT* network offers a series of services to all those interested, on the basis of codified standards. The *SPLIT* members, in fact, undersign an "agreement" according to which they pursue the same aims and provide the same services; that is, to support and promote non-governmental organisations and to establish possible collaboration and exchange of ideas and experience among non-governmental organisations. Out of the sixteen voivodships, only thirteen have an organisation that deals with providing this service. One of the objectives of *SPLIT*, in fact, is to establish these missing centres in their respective voivodships over the next two years. Moreover, the *SPLIT* network has its own secretariat with offices in Warsaw ([www.splot.ngo.pl](http://www.splot.ngo.pl)).

Unlike the Network of Volunteer Centres, the *SPLIT* Network has its own Review Commission. This body is made up of five members elected among the various partners of the network, and its role consists in assessing the operations of the thirteen *SPLIT* organisations; the office is for two years. An evaluation is made not only of their work, but also of the headquarters of the organisations, the personal who work there, if the organisation has respected the statute, and so on. At the end of all these evaluations a list is drawn up; the last organisation on the list must commit itself for the following year to bridge the gap that emerged

through these controls. If this does not come about, then the *SPLIT*-President may decide to exclude the organisation in question from the network.

The objectives of *SPLIT* are:

- To manage and coordinate NGO activity in Poland.
- To develop cooperation between public institutions and NGOs.
- To foster cooperation among the Polish NGOs.
- To disseminate information regarding NGOs in Poland and abroad.

The services provided by *SPLIT* in the context of the non-governmental sector are the following:

- Gathering and disseminating information.
- Consultancy.
- Specific training and refresher courses.
- Integration of/in the non-governmental sector.
- Facilitating cooperation of non-governmental organisations with local authorities and the public administration.

All those whose actions are addressed to creating a civil society may apply to *SPLIT*- Moreover, it is worth knowing that *SPLIT*:

- Forms a local network for the distribution of information.
- Pools resources in introducing a collaboration system among non-governmental organisations and local authorities.
- Is involved in actions regarding legislation on non-governmental organisations.
- Conducts research and studies on civil society.
- Works towards inserting the non-governmental organisation sector into the European Union integration process.
- Participates in activities with: volunteer centres, local foundations (for example: Academy of Philanthropic Advancement), consultancy networks and offices, local action centres.
- All the centres in the *SPLIT* Network participate in the creation of an information system. The organisation *KLON/JAWOR* is the administrator of the Programme *TWI*. It has created a non-go-

vernmental organisations continually updated portal [www.ngo.pl](http://www.ngo.pl), which provides a great deal of information on the third sector and NGOs. Of the thirteen *SPLIT* members, eleven have a regional webpage on the aforesaid portal.

- Many partners of the *SPLIT* network belong to the *Trenerów Organizacji Pozarządowych STOP*.
- Collaborates with the non-governmental organisations of Kazakhstan, Ukraine, Lithuania and Russia, participating in the development of democracy and civil society in Eastern European countries.

Moreover, the Network publishes several reviews:

- *Pozarządowiec*, addressed to the non-governmental organisations of the Elbląg region.
- *Pomost Pismo Samopomocy* - Regional Information Centre on Non-governmental Organisations (Gdańsk).
- *Sedno-Most*, the organisation MOST (Katowice).
- *Los*, the social self-help review (Lublin).
- *Rocznik*, a review on issues and aspects of social activity (Warszawa).
- *Socius*, a review on cooperation between Germany and Poland (Warszawa).

Some of the financial sponsors of the network are: *Ford Foundation*, *Fundacja S. Batorego*, *Phare Dialog Społeczny*, *Rockefeller Brothers Fund*, the voivodships and the local authorities.

## 7.2. RC FOUNDATION - REGIONAL INFORMATION AND SUPPORT CENTRE FOR NGOS

In Gdansk, the *RC Foundation* cooperates with the local and state administrative bodies to promote NGO activity in general, thus fostering cooperation and the exchange of ideas in all sectors. This Foundation is also part of the *SPLIT* Network. It was the first organisation to support the non-governmental sector in northern Poland, and started by conducting a series of training activities in collabora-

tion with the School for Non-governmental Initiatives in Gdansk, founded in 1994.

The Regional Information and Support Centre for NGOs, created in 1993, is an independent, apolitical and not for profit NGO. The Centre was set up to support the local communities in the construction of the civil society, providing information and organisation assistance for the activities and initiatives of independent organisations, and to extend the range of cooperation among the various local, national and foreign partners. Its activities are sustained by highly-qualified specialists, partners and volunteers who collaborate with all those who value the idea of self-help and self-organisation of society. Its activities also extend beyond the borders of the Provinces of *Zachodnio Pomorskie*, *Kujawsko-Pomorskie* e *Warminsko-Mazurskie*.

Among the various initiatives the *RC Foundation* has:

- organised the first forum of initiatives for NGOs in Poland, first on a regional scale, and then international;
- created the review on self-help, "POMOST";
- set up close contacts with Belfast, Denmark and Germany.

It has been awarded the Amber Dagger Award twice (in 1995 and in 1999). In 2003, the *RC Foundation* carried out several projects financed by the local authorities and also by foreign organisations.

### 7.3. NATIONAL FORUM OF NON-GOVERNMENTAL INITIATIVES

It has adopted a Code of Ethics to self-regulate itself. The Code requires that the administration and supervision functions be separate and precludes the possibility for members of the supervision board to receive payment. The organisations of the National Forum of Non-governmental Initiatives (*FIP*) assist single organisations in putting these ethics into practice

### 7.4. BALTIC PARTNERS BUREAUS NETWORK

It is a network of independent non-governmental organisations whose aim is that of international cooperation. A Partners Bureau is a

group of individuals who are experts in international cooperation development, non-governmental organisations and civic initiatives. Moreover, the Bureau provides support to partners interested in establishing contacts and carrying out initiatives at an international level. The Partners Bureau promotes associationism, the openness and autonomy of the non-governmental sector, cooperating with several partners throughout the world, with particular reference to countries in the Baltic Region, the European Union, and in Central and Eastern Europe.

The services it provides are:

- Gathering and distributing information.
- Consultancy for non-governmental organisations registered in the clients databank, to set up cooperation among organisations of various countries.
- Intermediation between partners of various countries, connected to the translator service and a databank.
- Organisation of encounters.
- Publications.
- Training.

The Partners Bureau, as member of the network, offers its services to all non-governmental organisations; it sets up its own client databank and makes it accessible to the public.

A non-governmental organisation that wishes to be registered in the client databank of the Bureau, must respect the following conditions:

- Must have juridical personality, a governing body, offices equipped with the necessary telecommunication services.
- Must have staff or volunteers capable of providing translation services, that work respecting some basic rules.
- Must have a web site and be operative for at least a year or have experience in basic project work.
- Must define the category of subjects with whom the organisation wishes to set up international cooperation, compile a questionnaire which includes detailed information on the organisation and present a current international cooperation project.

## Getting to know the organisations

### 1. LEGAL STATUS, ORGANISATIONAL STRUCTURE AND FINANCIAL RESOURCES OF ORGANISATIONS

The activities of the fifteen Polish organisations interviewed were launched in fairly recent times, as most of the organisations were **founded** after 1989; only three began their activities prior to this date, namely in 1920, 1969 and 1976. Most were established by an independent group of people (8), whilst four emerged from pre-existing activities, thus underlining a marked sense of civic responsibility on the part of the population. None of the organisations interviewed own their own **headquarters**, ten rent premises, three have their headquarters provided by another body free of charge, two make use of a venue made available by one of their members.

Almost all of the organisations (9) operate on a typical five-day week basis (from Monday to Friday) and four operate from one to three days a week, whilst only one also operates on Sundays. All operate continuously throughout the year, working a total number of forty to fifty hours per week.

Only 20% of the organisations are defined solely on the basis of their programme and goals, 60% claim to be moulded on secular and nondenominational ideology, the remaining 20% claim to have a Catholic basis. Only two organisations undertake their activities for the sole benefit of their members, five for the sole benefit of non-members and eight for the benefit of both groups.

There are two predominant types of **legal status**: thirteen are not for profit organisations and two are foundations. The activities of the organisations studied are regulated by their statutes, in which all declare the democratic nature of their body, the charitable nature of social duty and that they act for the sole purpose of solidarity.

With regard to **organisational structure**, thirteen organisations have democratic internal management bodies and directional bodies, fourteen have management bodies, eight have executive bodies and twelve have monitoring bodies.

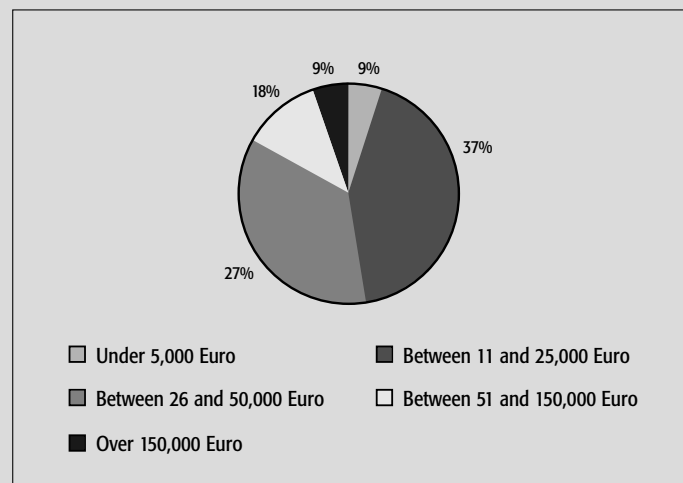
The bodies are governed by **sector legislation**: Law on Public Benefit Activity and Volunteering of 24 April 2003; Ustawa o stowarzyszeniach; Ustawa o PCK del 1964, Rozporządzenie Rady Ministrów 1996 (Law for the Red Cross); which also require the organisations to be recorded on a public register, the Krajowe Rejestr Sądowy.

**Income** predominantly comes from public sources; in fact, in nine cases from local or regional authorities, in six cases from projects submitted by the organisations to public bodies and the European Union, in two from proceeds from the sale of good and/or services, in thirteen from proceeds from private sources and deriving from members or memberships and/or from self-financing activities.

Regarding the amount of income received by the various organisations, only in one case is this less than 5,000 Euro, in 4 cases it ranges from 11,000 Euro to 25,000 Euro, in three organisations from 26,000 Euro to 50,000 Euro, in 2 it ranges between 51,000 Euro and 150,000 Euro and in one case it exceeds 151,000 Euro (see graph).

Most of the organisations are not entitled to tax benefits (12).

Income in 2003



## 2. TERRITORIAL RANGE, HUMAN RESOURCES AND RELATIONSHIPS WITH OTHER BODIES

Regarding the **geographical scope** within which the organisations undertake their activities, eleven organisations operate above the local level (one nationally, three internationally and seven regionally), the remainder operate solely at a city level.

It is therefore evident that the organisations' activities are carried out in continuous collaboration with other bodies, and in the case of ten of these, with public bodies.

In 2003, numerous projects and initiatives were carried out as part of a **network**: in 47% of cases with public bodies, in 17% with other voluntary organisations, in 11% with organisations from the network to which they belong and with foundations, in 7% with denominational bodies, and in 2% of cases with banks and for-profit businesses.

Almost all the organisations interviewed are active members of a coordinating body at various levels, and form part of local, regional or national networks.

With regard to the relations with other **volunteer promotion and service entities**, it was seen that twelve organisations use the services offered by these bodies, mainly in terms of support in seeking and recruiting volunteers (9), advisory services (5) and training activities (2).

There are 328 active **volunteers**, which provide an average weekly commitment of about six and a half hours, whilst there are 146 occasional volunteers. There are 162 **paid workers** employed in various capacities, 61 of which are full-time and 53 part-time.

There is a high percentage of women among volunteers: of the ten organisations which provided this information, two consist solely of women, four have a presence of between 70% and 80%, three between 50% and 60%, and only one has a prevalence of men, with a percentage of 80%.

In almost all cases, the volunteers are not required to make a minimum commitment nor undergo any induction training.

## 3. AREAS OF ACTIVITY, GOALS AND TYPOLOGY OF USERS

The roles carried out by organisations are categorised in such a way as to embrace and encompass various areas of activity. The following table is divided into areas of activity, in which it is evident that the most common areas of activity are education/training and welfare, and advocacy.

### Activities carried out by organisations

Welfare	7
Health	2
Advocacy	7
Cultural issues and protection of cultural assets	
Education and training	9
Recreation	4
Sport	2
Protection and awareness-raising in the field of environmental and natural heritage	1
Coordination and support for operational groups or territorial areas	3
Other	6

The activities to which the organisations are most committed, in terms of resource investment and amount of services, are in the advocacy and welfare sector.

The organisations that are in a position to quantify their beneficiaries, indicate that these range from a minimum of sixty-five beneficiaries to a maximum of 14,600 **beneficiaries**. The services provided by ten organisations are provided without a subscription or payment for any service. Three require their beneficiaries to pay a membership fee, and only two charge for the services provided.

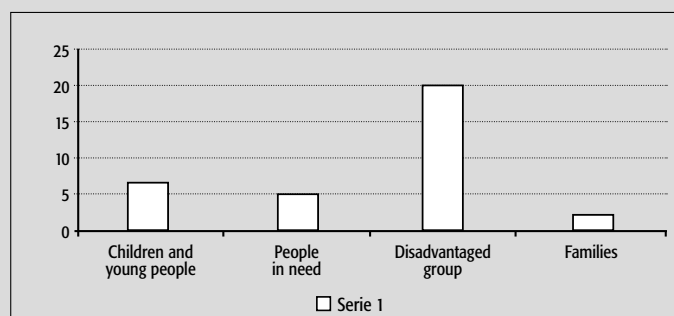
In analysing the data gathered, it is possible to identify the main **fields and goals of intervention** of those organisations which, within their specific areas, also carry out activities relating to other sectors<sup>7</sup>.

In terms of the five macro goals identified, five bodies perform services of public interest, seven perform promotional and awareness-raising activities, sixteen work in the environmental protection field, five carry out training and research activities, and three claim to perform “other” activities.

The **specific beneficiaries** and types of persons with whom the organisations are involved on a continual basis can be divided into four macro groups: children and the young (7), people

in need (5), disadvantaged groups (20) and families (2).

#### Utenti delle organizzazioni



#### ORGANISATIONS INTERVIEWED

These are the **organisations we have met**, that have allowed for some direct insight into the reality we have been investigating.

Pomoski Zarząd Okręgowy Polskiego Krzyża W Gdańsku, Danzica

Agencja Promocyjnej Zawodowej Kobiet, Danzica

Stowarzyszenie Amnesty International, Danzica

Ruch Solidarności Z Ubogimi Trzeciego Świata “Maitri”, Danzica

Polskie towarzystwo Stwardnienia Rozsianego Oddział Wójcicki w Gdańsku, Danzica

Fundacja Przyjaciół Wilna i Grądina “Serce Dzieciom”, Gdynia

Towarzystwo Pomocy im. św. Brata Alberta w Gdańsku, Danzica

Ogólnopolskie Stowarzyszenie Antymobbingowe, Danzica

Fundacja Centrum Praw Kobiet, Danzica

Towarzystwo Przyjaciół Dzieci “Klub Neptun”, Danzica

Gdańskie Stowarzyszenie Chorych na Chorobę, Danzica

Stowarzyszenie Katolickie Centrum Trzeźwości, Danzica

Pomorskie Forum na Rzecz Wychodzenia z Bezdomności, Danzica

Habitat For Humanity Gdańsk, Danzica

Stowarzyszenia Wschodnio-Zachodnia, Danzica

<sup>7</sup> The total does not tally as multiple answers could be given to the same question.

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