



Long Island Center *for* Nonprofit Leadership

at ADELPHI UNIVERSITY

SIDE BY SIDE

sound management/strong governance/social impact

Confidentiality Policy

Both program participants and facilitator/consultants must know that the work they do together is confidential.

The free flow of information between grantees and consultants is critical to the success of the work. However, grantees may be reticent to disclose certain information with consultants if they think it will be shared with grantmakers and could affect future funding decisions. *Side by Side* has developed confidentiality policies to ensure the integrity of the grantee-consultant relationship:

- Consultants may share client information with other consultants and the Center Director (but not funders) to improve the services they are providing to the grantee and/or to assist the coordination and oversight of the capacity-building program itself.
- Consultants may share grantee information with funders ONLY in extreme cases that involve violations of the law or if the consultant believes that the integrity or reputation of a funder's grantmaking are at risk. In such cases, the Center Director will first communicate with the grantee and strongly encourage the grantee to bring the information to the attention of the funder.