

## Focus

### THE CENSUS OF NON-PROFIT INSTITUTIONS:

#### THE SECTOR'S CONTRIBUTION TO THE DEVELOPMENT AND SOCIAL COHESION OF THE NATION

**474,765** non-profit institutions were involved in the census, almost twice the number (235,000) as in the previous census. They are divided into various types: cultural, sport and recreational associations, social cooperatives, charity and religious organisations, voluntary organisations, non-governmental organisations, trade unions, academic, research and educational institutes, mutual aid and health organisations – in other words, all of those institutions defined as “juridical-economic units with legal status or otherwise, which are private in nature, which produce goods and services for sale or otherwise and which according to current legislation or their own statute may not distribute profits, either directly or indirectly, other than remuneration for the work performed by the individuals who established them or by their members”.

The procedures for creating the pre-survey lists have been completely overhauled from the previous census with the integration of just under 30 administrative and statistical sources.

#### PURPOSE

The purpose of the census is to provide an official, up-to-date, reliable statistical picture of the non-profit sector in Italy and the contribution that it makes to the economic and social development of the nation. The census will also make it possible to measure the extent of voluntary work in accordance with guidelines established by the United Nations and the International Labour Organisation.

A number of interesting points have already emerged from the pre-census list regarding the way in which the non-profit universe is structured in Italy. For example, most of the institutions are represented by **associations (79%)**, **social cooperatives (4%)**, **voluntary organisations (3.1%)** and **civil society institutions (3%)**. From a regional perspective, **14%** of the institutions in the pre-census list were in **Lombardy**, followed by Lazio, Veneto, Piedmont, Emilia Romagna and Sicily.

#### THE QUESTIONNAIRE

While maintaining comparability with the results of previous censuses, the questionnaire introduces fresh content, with the addition of new questions regarding organisational structure, networks of relations, the relevant local context, human resources, sector of activity, type of user, communication tools and fund-raising methods.

Specifically, the questionnaire is divided into **seven sections**:

- **General details and activity status**

This section asks the non-profit institution to verify its general details, such as name, address and tax code, as well as an indication of its activity status at three distinct moments: at the time of completion of the census form, during 2011 and at 31 December 2011.

- **Organisational structure**

The purpose of this section is to gather information about the structural and organisational characteristics of the non-profit institution, such as its legal status, year of establishment and non-profit status, while measuring their willingness to operate in collaboration with other organisations with similar objectives and/or aims.

- **Human resources**

The third section of the questionnaire gathers information regarding volunteers working for non-profit institutions and their payroll employees. Specifically it asks what professional categories are present (managers, professionals, ordinary workers, etc.), type of employment (full-time, part-time) and type of employment contract (permanent, fixed-term or coordinated self-employment).

- **Economic resources**

The section gathers information regarding economic resources available to the institutions, their sources of funding, their utilisation of income/revenues and distribution of costs/expenses. In addition to asking about the sum of these costs/expenses, the section also asks about their distribution of the latter according to specified types.

Supplementary information is also requested regarding income/revenues from project funding, outgoings/expenses destined for abroad and on subsidies, contributions and disbursements to third parties recorded under assets in the balance sheet.

- **Activities**

This section asks for information about the activities of the non-profit institution. The questions regard several subjects, from the sector in which the institution operates to the services it provides and types of beneficiary, through to tools used for communication and collecting funds.

- **Geographical structure: local units**

The purpose of this section is to gather information about the local units of non-profit institutions, and specifically about human resources employed in them and about the type of activity conducted in the individual units located throughout the nation.

- **Information about the respondent**

The section asks for information about the questionnaire respondent and a number of contact details in case it becomes necessary to contact him/her. The respondent must sign the questionnaire and include the date on which it was completed.

Responses to the census questionnaires must refer to the situation as of **31 December 2011**, the Census reference date.

## **PROCEDURES AND DEADLINES**

Sending of the questionnaires by post began on 3 September and will continue until 14 September; from 3pm on **10 September 2012** non-profit institutions may begin to complete the printed or online version of the questionnaire.

The deadline for returning the questionnaire is **20 December 2012**. There are three alternative ways to complete and return the questionnaire:

- directly online until 20 December 2012;
- the printed questionnaire to a post office until 20 October 2012;

- the printed questionnaire to the desk set up at the local Provincial Census Office, until 20 December 2012.

#### THE LOCAL NETWORK

Coordination of the census in the field, with Istat's supervision, is the responsibility of the *Uffici Provinciali di Censimento* (UPCs, Provincial Census Offices) set up at the Chambers of Commerce, under which the census enumerators work, providing assistance with completing the questionnaires and ensuring that they are returned within the set deadlines. Contact details (including telephone details) for the relevant local UPCs are available at the following address:

<http://censimentoindustriaeservizi.istat.it/istatcens/contatti/>

At the regional level, census operations will be overseen by the 19 Regional Census Offices specially set up at Istat's local branches.

The results of the questionnaire will be published by the **second half of 2013**.