

Renewable World Fundraising Policy

Drafted by	Marie Hounslow	Approved by Board on	22 nd May 2018 (tbc)
Responsible person	Marie Hounslow	Scheduled review date	31 st March 2020

Introduction

The Board of Renewable World is committed to ensuring that fundraising is maximised for the benefit of our work and that its activities are carried out in an ethical manner. This policy applies to all Renewable World Staff, the Board and volunteers.

Purpose

The purpose of this document is to identify Renewable World's position on fundraising practice and to document the standards expected in raising funds.

POLICY

Renewable World's guiding fundraising principle is a simple one – we will only use techniques that we would be happy to be used on ourselves.

In doing so, the organisation will adhere to the following standards:

- Fundraising activities carried out by Renewable World will comply with all relevant laws.
- Any communications to the public made in carrying out a fundraising activity shall be truthful and non-deceptive.
- All monies raised via fundraising activities will be for the stated purpose and will comply with the organisation's stated mission and purpose.
- All personal information collected by Renewable World and its third-party funding partners such as JustGiving and Charity Checkout is confidential and is not for sale or to be given away or disclosed to any third party without consent.
- Nobody directly or indirectly employed by or volunteering for Renewable World shall accept commissions, bonuses or payments for fundraising activities on behalf of the organisation.
- Fundraising activities should not be undertaken if they may be detrimental to the good name or community standing of Renewable World.
- Financial contributions will only be accepted from companies, organisations and individuals the Board considers ethical. Companies and organisations specifically excluded from making financial contributions are to be advised by the Renewable World Ethics Committee.
- Renewable World will not accept any of the following where the donation:
 - is associated with criminal resources or activity
 - would lead to an overall decline in support for the charity
 - would help further a donor's personal or organisational objectives, that conflict with those of Renewable World
 - would jeopardise or have the ability to damage Renewable World's reputation

The position of Renewable World towards a contentious donor is not the total of the personal beliefs of staff members or Trustees. Rather, it is determined by whether its charitable objects are effected by

association with that Donor. It is the role of the Trustees based on staff recommendation to determine this rather than be guided by personal beliefs solely.

RESPONSIBILITIES

The Board is responsible for the implementation and review of this policy. All Board members, casual, permanent and contract staff and volunteers are responsible for adhering to this policy. Renewable World will ensure that all staff and volunteers (thereafter known as “personnel” are inducted appropriately to ensure they adhere to this policy.

PROCEDURES

The Renewable World Fundraising Committee has as its remit to oversee the major fundraising tasks. The Fundraising Committee will report regularly to the Board, including tabling of Committee meeting minutes. All fundraising activities must have the prior approval of the Board, as recorded in Board meeting minutes. A statement estimating income and expenses will be prepared prior to the commencement of any new fundraising activity that may present a financial risk to Renewable World. Fundraising activities should not be undertaken if they will expose the organisation to significant financial risk. For more information on our Donor Acceptance Policy click here. (insert link)

DUE DILIGENCE

Due Diligence will be carried out to make reasonable efforts to satisfy any questions prior to, or otherwise within one month of a prospective donor to a Fundraiser/Trustee.

- Receiving a gift, or cumulative gifts of over £25,000 within three years¹

RELATED DOCUMENTS

- Fundraising Committee Terms of Reference (available on request)
- Ethics Committee Terms of Reference (available on request)
- [Privacy Policy](#)
- [Data Protection Policy](#)
- [Cookies Policy](#)

2. LEGISLATION AND INSTITUTE OF FUNDRAISING CODE OF PRACTICE

All fundraising conducted on behalf of Renewable World, whether by staff or volunteers, must comply with the Institute of Fundraising Code of Practice and all relevant legislation, including but not limited to: • General Data Protection Regulation (GDPR) • 2018 Charities Act 2006 • Equality Act 2010 • Safeguarding Vulnerable Groups Act 2006 • Health & Safety at Work Act 1974 • Management of Health & Safety at Work Regulations 1999.

¹ As per Charity Commission guidance

https://www.gov.uk/government/collections/protecting_charities_from_harm_compliance_toolkit