



Fundraising Policy

This policy sets out how we manage our fundraising activities .

We shall be open, honest and respectful at all times. We will operate in accordance with Charity Law, the Code of Fundraising Practice ¹ and other current best practice appropriate to our aims and values.

Everyone who is involved in fundraising, either as a trustee, volunteer, supporter, or otherwise, must be aware of this policy and comply with practices and procedures as set-out below.

Office of the Scottish Charity Regulator – OSCR - Trustees

The trustees are aware of and will comply with OSCR rules regarding trustee responsibilities. Specifically, they must always act in the charity's best interests and manage any conflicts of interest.

We will always be honest about what we can achieve when asking for funds, submit realistic budgets, use the funds for the purpose intended and ensure that we provide any reports required, on time.

We will ensure that everyone is aware of and consistently complies with the regulatory guidance on fundraising behaviours. We will respond promptly and effectively to any fundraising complaints.

Charity Supporters & Donors

Supporters have a right to expect us to provide clear, accurate information on our work. This includes reporting how we spend the funding we receive and managing donors' information responsibly.

¹ <https://www.fundraisingregulator.org.uk/sites/default/files/fr-code/English-Code-of-Fundraising-Practice-October-2019.pdf>

We will comply with the guidance issued by OSCR, including being open and honest with our supporters and members of the public.

We will respect the privacy and contact preferences of our donors. We will respond promptly to complaints, or any requests to cease contact, then take action to address the cause of these.

Protecting and Respecting Charity Beneficiaries

In all our communications, we will represent our beneficiaries in a way that is always respectful and acceptable to them. We will only use personal information for which they have given consent and for the purposes which they have agreed. We will not disclose anything that might put our beneficiaries at risk, and will be particularly diligent in protecting children and vulnerable people.

Protecting & Respecting Board Member & Volunteers

Our fundraising will comply with UK equality law and we will not discriminate against people with characteristics protected under the law. We have zero tolerance for abuse (including discrimination, bullying and sexual harassment) towards board members, volunteers, and any other persons involved with the work of our charity. We will maintain a culture of respect and equality. We will ensure that there are channels and processes in place so that concerns can be raised in confidence. We will publish this information on our website. All allegations of abuse will be dealt with promptly and sensitively.

Fundraising Due Diligence

We will undertake appropriate due diligence of donations to confirm that there is no conflict with our charity's ethics and values, nor a risk to our reputation. We shall carefully consider large cash and/or anonymous gifts, also those we identify to be from vulnerable individuals. The platforms or fundraising materials we provide to assist donors in the collection of donations for the charity are provided in good faith and through their use or acceptance to collect donations in favour of the charity, do not automatically infer acceptance or compatibility with our charitable aims. Donations will only be refused or returned in exceptional circumstances and only when this is in the best interests of the charity.

Restricted Donations

If supporters wish their donation(s) to be used in a specific way, or for a specific purpose, they may make a restricted donation. We encourage donors to discuss restricted donations with us in advance and provide written instructions. We will always accept restricted donations provided these fit with the charity's values, aims

and objectives as set out in our governing document. Where no restrictions are given in writing at the time of donation, the trustees will use the donation aligned to its charitable aims.

Fundraising Commercial Partners

We will not partner with any organisation that produces goods/services or acts in a way that, in the opinion of the trustees, is contrary to our charitable objects, or values.

We will ensure that any commercial arrangement which falls within the legal definition of “commercial participator” will be a written agreement signed by both parties. We shall also:

- Clearly establish the benefits of any arrangement to our charity, prior to entering into a formal agreement.
- Set up appropriate systems to monitor and review the partnership.
- Take appropriate steps to identify and manage any risks.
- Ensure from the outset that the expectations of both the charity and the commercial partner have been fully agreed and
- Can be managed effectively and appropriately.

We will disclose any commercial partnerships in our Annual Report.

Document version control

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