



LINDRIDGE ENTERPRISES

Creating Opportunities

FUNDRAISING POLICY

Lindridge Enterprises will adhere to the following standards:

- Fundraising activities carried out by Lindridge Enterprises will comply with all relevant laws.
- Funds granted for projects are all used for the benefit of the project and not in any way reimburse fundraisers or bid writers.
- All funds granted will be ringfenced as restricted in accounts and only used for the purpose of the grants.
- All monitoring and evaluation requirements of funders will be met.
- If someone wants to make a complaint about our fundraising, we will tell them about our complaints procedure and provide it to them in writing upon request.
- Any communications to the public made in the course of carrying out a fundraising activity shall be truthful and non-deceptive.
- All money raised via fundraising activities will be for the stated purpose of the project and will comply with the organisation's stated mission and purpose.
- All personal information collected by Lindridge Enterprises 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 Lindridge Enterprises shall accept commissions, bonuses or payments for fundraising activities on behalf of the organisation.
- No general solicitations shall be undertaken by telephone or door-to-door.
- A Fundraising Sub-Committee may be formed to carry out the major fundraising tasks. The Sub-Committee will report regularly to the Board, including tabling of meeting minutes at Board meetings.

Date : 12/06/2018 to be reviewed: 12/06/2020

- All fundraising activities must have the prior approval of the Board, as recorded in 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 Lindridge Enterprises. Fundraising activities should not be undertaken if they will expose the organisation to financial risk.
- Fundraising activities should not be undertaken if they may be detrimental to the good name or community standing of Lindridge Enterprises.
- Financial contributions will only be accepted from companies, organisations and individuals the Board considers ethical.
- A report on fundraising will be prepared by a representative of the fundraising sub-committee for inclusion in Lindridge Enterprises annual report.
- Lindridge Enterprises Ltd will agree to abide by the Institute of Fundraising code of practice.
- We will request that Donors enable us to apply the Gift Aid Tax

Responsibility

- 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.

Purpose

- The purpose of this document is to identify Lindridge Enterprise's position on fundraising practice and to document the standards expected in raising funds from the community.
- The Board of Lindridge Enterprises is committed to ensuring that fundraising activities are carried out in an ethical manner.
- This policy applies to the Board, casual, permanent and contract staff and volunteers.