

Fundraising Policy

Date of Review: Sept 2017

Date of Next Review : Sept 2019

Chief Executive Officers Signature :

FUNDRAISING POLICY

Introduction

Fundraising is a core function within a charity and essential for additional income generation.

Aim

The policy aims to provide guidance and clarity to internal and external fundraisers for all activities with the purpose of raising funds for the charity, whilst ensuring the charities continued compliance with The Charities Commission and The Fundraising Regulator.

Scope

This policy is to be applied to all internal and external fundraising events / activities.

Policy

All planned fundraising events for Accuro are to be notified to head office by means of Appendix A.

Appendix A details a Fundraising plan which is to be completed by the organiser at least 3 weeks prior to the event / activity.

The Fundraising Plan will;

- inform Accuro of the event / activity.
- ensure full risk and compliance has been assessed and implemented.
- ensure that the event / activity is operated effectively maintaining Accuro's public profile.
- maximise the fundraising opportunity by ensuring all PR, marketing and income generation possibilities have been included as part of the event /activity.

Procedures

All Accuro staff and volunteers taking part in fundraising events will be provided with guidance and training as per the fundraising procedures. The procedures / good practice will be implemented in preparation, during and after any event / activity.

Exclusions

Donations, legacies and grants are not included within this policy.