



FUND RAISING POLICY

RRN is a charity with a small annual turnover. Our fundraising activities are limited to a few functions a year and RRN does not engage in any activities that involve mailshots or securing regular donations through street fundraising events. RRN may, from time to time, collect funds on private or public sites or on the street using donation buckets, collecting tins, gift aid envelopes or contactless card readers.

RRN shares the same values as the Fundraising Regulator and complies with the Regulator's rules and regulations in so far as they are relevant to the fundraising activities undertaken. Specifically, RRN adopts the following rules, regulations, guidance, and principles in respect of its fundraising activities:

RRN expects all its fundraisers to be honest, fair, respectful and polite at all times. All its fundraising activities are lawful, it is never intrusive or disrespectful when asking for donations and will neither discriminate nor exploit the vulnerable.

The Trustee in charge of fundraising will :-

1. Take overall responsibility for fundraising activities including being responsible for following national guidelines.
2. Ensure that the relevant licence or permission is obtained from the local authority when collecting donations from the public.
3. Will be aware of the possibility of conflict of interests arising and take action when they do.
4. Ensure that money raised is allocated to the declared purpose and in accordance with charity law.
5. Ensure that all volunteers are adequately briefed about how to handle funds properly.
6. Ensure that all fundraising material has details of RRN's charity status on it.

The Trustee in charge will also:

1. Take reasonable steps to assess and manage risks posed to the charity including to its reputation.
2. Meet legal obligations to protect the health and safety of its employees, volunteers and to the public who might be affected.
3. Be familiar with the complaints process. (see below)

The Board of Trustees will ensure that the funds raised will be used for the particular declared purpose and that the funds are only spent in a way that is in line with the charitable purposes of the charity

RRN will comply with the General Data Protection Regulations and the Data Protection Act 2018.

Charity Number 1165796

www.ruralrefugeenetwork.org

Processing Donations

Unsecured cash will not be left unattended. Cash will be counted in a secure place and as far as possible with another person present. Cash and cheques will be banked as soon as possible. RRN will not claim gift aid on charity cheques and vouchers and only claim Gift Aid if the conditions are met.

Events

All events will ensure equal access to all and locations will meet Health and Safety legal requirements. A risk assessment will be carried out in advance of any event, appropriate insurance will be in place and there will be clarity as to where responsibility lies for insurance. RRN will ensure that appropriate licences will be available for any event held and that the limitation on numbers attending will not be exceeded. If an event is taking place outside RRN will ensure that the Countryside Code is abided by.

Physical Challenges/ Sponsored Events

For challenges, sponsored walks rides etc RRN will be clear about any age restrictions or fitness level requirement.

In the event of a fundraising event being cancelled there will be clarity as to what will happen should the event be cancelled, specifically in relation to any funds raised in anticipation of the event.

Venue Management

First Aid and Fire Exit requirements will be complied with.

Food provided will meet with hygiene regulations and alcohol will only be sold or served if a licence has been obtained.

Grant Payments

RRN will comply with any conditions imposed by the grant making body and will ensure there is written permission if RRN seeks to spend the money granted in a way that is different to that originally declared. RRN will comply with all reporting requirements and report any problems with the funded work.

Complaints Procedure.

Any complaint made about the fundraising activities can be brought to the attention of the Chief Executive Officer who will investigate. The CEO will inform the Chair of the Board of Trustees of any complaint and if appropriate the matter will be brought to the attention of the Board for consideration.

10th April 2024