

A15: FUNDRAISING POLICY (NOVEMBER 2022)

15.1 INTRODUCTION

Summary

This document sets out REDRESS' policy as to its main sources of unrestricted and restricted funds, how income is secured across streams, the process of applying for grants, and accepting donations.

Purpose

REDRESS is registered with the Fundraising Regulator and is committed to legal, open, honest and respectful fundraising. We adhere to the [Code of Fundraising Practice](#) and in doing so, we make this [Fundraising Promise](#) to supporters. The purpose of this policy is to define how we ensure these standards are met across funding sources, to assist trustees, staff, and donors.

Scope

This policy applies to:

- All staff employed by REDRESS.
- Associated personnel while they are engaged in fundraising for REDRESS, which includes but is not limited to: trustees, consultants, volunteers, interns, and contractors.

Definitions

Unrestricted Funding is a general donation or grant to fund organisational costs or reserves, with an unspecified purpose.

Restricted Funding is earmarked to be spent on certain activities and costs, as agreed with the donor.

Donor refers to grant making entities such as Trusts, Foundations, Institutions (government or international bodies), Law Firms

Major Donor refers to individuals making regular donations of over £1,000 a year.

Supporter refers to individuals who have previously or are currently making regular donations of under £1,000 a year. It also refers to individuals or groups who have donated one-off amounts to REDRESS through fundraising events or via the website, by bank transfer or cheque.

Individual Giving describes all donations made on the website, by bank transfer or cheque that are not collected through a specific event – such as the London Marathon – or are not considered a Major Donation.

Donation is a one-off or regular financial contribution from any source that does not come with contractual obligations. It is an unrestricted source of income, unless specified by the donor or supporter and agreed following an internal assessment.

Grant is a one-off or multi-year financial contribution that is subject to contractual terms. This can be unrestricted or restricted funding.

15.2 FUNDRAISING STANDARDS

When seeking or receiving funding, REDRESS will:

- a) Comply with all relevant law and regulation including the [Charities Act 1992](#), the [Charities \(Protection and Social Investment\) Act 2016](#), the [Data Protection Act 1998](#), and the Fundraising Regulator's [Code of Fundraising Practice](#)
- b) Have in place clear governance and management controls (in this policy and the fundraising procedures) for the legal, safe, and transparent raising of funds from a diverse range of sources.
- c) Never share supporters' personal information with third parties for the purpose of marketing or fundraising or sell it for such purposes.
- d) Treat the information that supporters provide to REDRESS in accordance with the GDPR and any related guidelines.
- e) Have clear rules for when donations may be returned to donors.
- f) Report regularly to the trustees on the Development Committee regarding fundraising activity, including a routine summary of any feedback or complaints and action taken to address these.
- g) Ensure that staff are aware of the Fundraising Policy and the regulatory environment in which REDRESS' fundraising takes place. It is the responsibility of the Programme Development Manager and the Director to advise staff and the responsibility of all staff to put this policy into practice in the context of donor and supporter relations.

Accepting and refusing donations

REDRESS will not accept a donation from any source if it has legitimate concerns, based on proportionate due diligence into the financial and reputational dealings of the donor, that the donation represents the proceeds of crime or is tainted by illegality.

There is a risk of corruption where a donor may seek to compromise the independence of REDRESS by influencing improperly the policies, activities, or decision making of the charity. REDRESS will not accept donations that impair its independence or endanger its integrity and reputation. See *Anti-Bribery and Corruption Policy 4.4.3*

In either of these exceptional circumstances, REDRESS will keep a clear record of the reasons for its decision.

Complaints

REDRESS' fundraising takes place in the context of our commitment to genuine supporter and donor relationships.

Our Complaints Policy outlines how REDRESS handles complaints and feedback and when supporters or donors can expect to receive a response. This policy is also used for any complaints relating to fundraising.

Most issues can be resolved directly with REDRESS, so we request that supporters or donors contact us in accordance with our Complaints Policy before escalating a complaint. However should supporters or donors wish, complaints can be escalated outside of REDRESS. In these cases we will refer them to the following bodies:

- a) Issues relating to fundraising can be directed to [Fundraising Regulator](#) which regulates and promotes UK standards in fundraising.
- b) The [Charity Commission](#) is the governing body for Charities in England and Wales and can help with concerns over REDRESS' charitable activity. Scottish supporters or donors may wish to contact the [Office for Scottish Charity Regulator](#).

- c) The [Information Commissioners Office](#) enforces Data Protection and Freedom of Information legislation.

Planning and Monitoring

The Programme Development Manager develops a fundraising plan each year that sets out how we will fulfil the fundraising targets set in the budget, and monitor progress, providing a quarterly report to the Development Committee (a Committee of the Board which reports to the Board at each Board meeting).

15.3 UNRESTRICTED (CORE) FUNDING

Our primary sources of unrestricted income are Trusts & Foundations, Law Firms, and Major Donors. Our secondary sources are Events and Individual Giving. At the beginning of each financial year, a target is set for each funding stream and reviewed every quarter at meetings of the Development Committee

15.4 RESTRICTED (PROJECT) FUNDING

Our main sources of restricted income are Trusts, Foundations and Institutional grants. Planned applications for restricted funding are scheduled throughout the financial year, in line with the [Project Funding Plan](#) and generate a projection of annual income which is reported to the Development Committee.

Cost Recovery. REDRESS always seeks percentage cost recovery for Senior Management and full cost recovery for project staff. REDRESS will seek *Indirect Cost-Recovery* at a target of 15% and a minimum of 10%.

15.5 TRAINING

All staff involved in fundraising will receive training on this policy and the associated procedures during their induction. The Fundraising and Finance Teams will receive specific training and guidance to ensure that standards are adhered to.

15.6 ASSOCIATED POLICIES

- A4: Anti-Bribery and Corruption Policy
- A13: Complaints Policy
- A17: Partnerships Policy.

15.7 POLICY REVIEW

This policy was reviewed by the Risk Committee on 28 October 2022, and by the Development Committee on 1 November 2022. It was approved by the Board on 8 November 2022, and will be reviewed in May 2025.