**Mearns Kirk Helping Hands**

**Fundraising Policy**

**Purpose**

Mearns Kirk Helping Hands (MKHH) aims to reduce loneliness and isolation and improve health and wellbeing by community helping itself. To allow us to carry out activities to meet these aims we rely on funding and donations.

To help guarantee the availability of continuing funds to pay for this work, MKHH aims to maintain a broad base of fundraising activities. The purpose of this policy is to ensure clarity and transparency about how we raise our funds.

**Key Principles**

1. We have honest relationships with our funders, donors, and sponsors.
2. We have good processes for making decisions about who we accept money from.
3. We seek to be as cost effective as possible in developing sustainable fundraising income streams
4. We work to ensure best practice, transparency, and accountability in our fundraising activity.

**Acceptance of Donations**

When deciding whether to accept a donation, the Trustees have a duty to demonstrate that they have acted in the best interest of MKHH, and that association with any donor does not compromise MKHH’s position, harm our reputation or put future funding at risk. This applies to all types of donations; cash, donations in kind, shares, legacies, pro bono work and sponsorship.

In this regard the main criteria for accepting donations will be whether there are strong grounds for believing that it will result in a net benefit to the people we exist to benefit.

MKHH will not accept funding where the donation:

* Is known to be directly associated with criminal sources
* Would help further a donor’s personal or business objectives which conflict with those of MKHH
* Would lead to a decline in support for MKHH, and so risk a decline in the resources available to fund our work
* Will result in personal benefit to the Trustees or Staff
* Would otherwise significantly damage our reputation

**Authorisation Levels**

The authorisation levels for accepting donations or funding are given below. They reflect our general financial control measures i.e., sign off for expenditure. It is important to note that ultimate responsibility for all decisions, even where the decision making has been delegated to staff, rests with the Trustees.

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| Donation Value | Authorisation Level |
| Up to £1000 | Project Manager |
| £1000-£5000 | Trustee |
| £5000 and above | Committee of at least 3 Trustees |

***MKHH Policy Working Group***

***April 2022***