

Fundraising Policy - Acceptance of Gifts

Purpose

Fundraising staff, the CEO, Deputy CEO and at times other members of staff or volunteers actively pursue the solicitation and acceptance of gifts that support the mission of YMCA Milton Keynes and Northamptonshire from a range of sources including individuals, companies, charitable trusts and foundations. These gifts and donations may be in the form of cash; property; shares, or gifts in kind, including goods and services.

This policy is intended to provide information on the principles and guidelines for fundraising from all sources.

The policy addresses YMCA Milton Keynes and Northamptonshire's commitment to the Code of Fundraising Practice, as well as outlining the responsibilities of staff, Board members and volunteers involved with fundraising.

Code of Fundraising Practice

YMCA Milton Keynes and Northamptonshire will ensure that all Board members, staff and volunteers carrying out fundraising activity are expected to act in accordance with the Code of Fundraising Practice, see www.fundraisingregulator.org.uk

We will adhere to the principles of the Code, namely that our fundraising will always be:

- **Legal**
- **Honest**
- **Open**
- **Respectful.**

Our membership number to the Fundraising Regulator is ID-080812.

YMCA Milton Keynes and Northamptonshire recognises the guidance for fundraising published by the Institute of Fundraising (IoF) and the Fundraising Regulator (FR).

Supporters

Supporters have a right to expect us to provide clear, truthful information on our work, including reporting on how we spend the funding we are given and managing donors' information responsibly.

We will comply with the guidance issued by the Charity Regulators and UK law, including in respect of openness and honesty with our supporters and members of the public.

We will respect how our supporters wish to be contacted, as well as how frequently. We will not swap or sell supporter's details with other organisations for marketing purposes.

Funds will not be accepted from organisations or individuals where the CEO or Board of Trustees considers there is reasonable evidence to suggest that association with the individual or organisation may lead to disrepute.

Additionally:

- All funds accepted will be relevant to the mission of YMCA Milton Keynes and Northamptonshire.
- Funds will not be accepted if there is evidence or reasonable grounds for believing that the funds are associated in any way with any form of disreputable, unethical or illegal activity, including tax evasion or fraudulent activities.
- Funds will not be accepted if they are attached to conditions that are not in line with the principles of YMCA Milton Keynes and Northamptonshire.
- Funds will not be accepted if there is evidence of presenting a conflict of interest, risk to reputation, discrimination or any financial or legal liability.
- YMCA Milton Keynes and Northamptonshire recognises that perceptions of what is acceptable and factors affecting reputations may change over time.
- In the acceptance of charitable donations, YMCA Milton Keynes and Northamptonshire will act in good faith according to the standards prevailing at the time of receipt.
- YMCA Milton Keynes and Northamptonshire will also comply with the [Charity Commission's rules and guidelines](#) on this matter.
- Support for the YMCA will not give donors any additional benefit above the regular stewardship offered to all donors

Prior to accepting an offer of funding, YMCA Milton Keynes and Northamptonshire will also consider the following:

- Will the purpose of the funding require additional expenditure, and whether the level of this expenditure is reasonable/ realistic for YMCA Milton Keynes and Northamptonshire?
- Is the purpose/initiative for which the funding is offered sustainable, and what will happen at the end of the funding period?
- Will the funding expose YMCA Milton Keynes and Northamptonshire to undue adverse publicity or reputational risk?
- Does the funding inhibit YMCA Milton Keynes and Northamptonshire from seeking gifts from other donors?

Donation/Gift Processing

All donations and gifts will be acknowledged by a member of the fundraising team as soon as possible. The team will work closely with the Finance Department to ensure gifts are allocated correctly.

On receipt all donations should be processed on the Fundraising CRM including details such as date received, any restrictions placed on the donation and gift aid information.

Protecting & Respecting Staff And Volunteers

Fundraising staff and trustees will have full-inductions, risk assessments and support as required. We have zero tolerance for abuse, including discrimination, bullying and sexual harassment, not only for fundraising staff and volunteers, but for anyone who is involved with our charity.

Fundraising Due Diligence

As per the Charity Commission's guidance, YMCA Milton Keynes and Northamptonshire complete due diligence research to ensure we are 'in line with internationally recognised standards, such as those set out in Financial Action Task Force Special Recommendation VIII (FATF SR VIII): "charities should make best efforts to confirm the identity, credentials and good standing of their beneficiaries and associates (and to) undertake best efforts to document the identity of their significant donors". In addition, the Charity Commission states that charities "must avoid undertaking activities that might place the charity's funds, assets or reputation at undue risk." In practice, this means that to meet their legal duty to protect charity assets with the necessary care and to assess risk, trustees must carry out appropriate due diligence on those individuals and organisations that the charity receives donations from, gives money to or works with closely."

We will therefore undertake reasonable [due diligence of donors](#), to ensure they don't hold views or are involved in activities that might be incompatible with our role and damage our reputation. In terms of donations, we will ensure that any gift is safe to accept and, doing so, would be in the best interests of our charity. We will also consider issues, such as [suspicious donations](#), or managing large anonymous gifts, or those from vulnerable individuals.

The YMCA reserve the right to return a donation in exceptional circumstances, where it may come to like that a donation is in conflict with this policy. Where there are concerns about a gift, we will refer it to the CEO and the Board of Trustees for the ultimate decision.

Marketing

YMCA Milton Keynes will ensure all publicity and promotional activities are truthful and do not exaggerate. Asset-based imagery and messaging will be used to convey messaging, ensuring our culture as an organisation is represented across everything we do.



Document Information				
Version	Policy Lead	Assured By	Review Cycle	Review Date
Version 1	Deputy CEO	Board of Trustees	2 Year	September 2026