

SLSA Fundraising, Donations and Legacies Policy



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1. Introduction

- 1.1. The SLSA CIO is for the public benefit to advance education and learning in the field of socio legal studies and to promote research, the useful results of which shall be published for the public benefit, teaching and the dissemination of knowledge in the field, as set out in clause 3 of the constitution. This policy is understood in the light of the objects and procedures of the SLSA set out in the [constitution](#).
- 1.2. Under clause 4(6) of the constitution, the SLSA has the power to obtain, collect and receive funds by way of grants, donations, subscriptions, legacies and other lawful methods, and apply such funds to the furtherance of the objects and not otherwise.
- 1.3. The SLSA sets out in the Fundraising policy the rules and guidelines it operates within, and commits to the furtherance of its objects in good faith, transparency and fairness.

2. Legal Requirements

- 2.1. This policy and related procedures are to be understood in accordance with the following documents:
 - 2.1.1. SLSA CIO Constitution
 - 2.1.2. All relevant policies to be found on the SLSA website
- 2.2. This policy and related procedures comply with, and are to be interpreted in accordance with the following:
 - 2.2.1. [Charities Act 2011](#)
 - 2.2.2. [Data Protection Act 2018](#)
 - 2.2.3. [General Data Protection Regulation \(EU\) 2016/679](#)
 - 2.2.4. [European Union \(Withdrawal\) Act 2018](#)
 - 2.2.5. [Safeguarding Vulnerable Groups Act 2006](#)
 - 2.2.6. [Equality Act 2010](#)
 - 2.2.7. [Payment Card Industry Data Security Standards \(PCI DSS\)](#)
 - 2.2.8. [Fundraising Regulator Code of Fundraising Practice](#)
 - 2.2.9. [Institute of Fundraising Treating People Fairly Guidance](#)
 - 2.2.10. [Information Commissioner's Office](#) Guidance on Individual Rights
 - 2.2.11. [Bribery Act 2010](#)
 - 2.2.12. [Mental Capacity Act 2005](#)

3. What is covered by this policy?

3.1. This policy covers:

- 3.1.1. money raised through fundraising,
- 3.1.2. gifts,
- 3.1.3. donations,
- 3.1.4. legacies,
- 3.1.5. trusts,
- 3.1.6. sponsorship,
- 3.1.7. gifts-in-kind (such as property or tangible personal property),
- 3.1.8. shares or bonds,
- 3.1.9. pledges (such as Fixed Crowdfunding),
- 3.1.10. or any other form of charitable donation made to the SLSA for the purposes of furthering the objects of the CIO.

4. SLSA CIO responsibilities

- 4.1. Charitable funds are subject to a range of rules and guidance. The management of these funds is the responsibility of the Board of Trustees of the SLSA who delegate responsibility to the Board team and/or individual members of the Board in the fulfilment of their duties.
- 4.2. Available means of giving will be updated on the SLSA website where you can find information on how to support the SLSA.

5. Fundraising

- 5.1. The SLSA may undertake campaigns to fundraise in the pursuit of its objects. This will be undertaken with the approval of the Trustees.
- 5.2. The SLSA will make clear the purpose and nature of the fundraising, in accordance with the best practice guidelines set out in the Institute of Fundraising's [Practical Guide to Dealing with Donations](#). Clear targets and realistic goals will be set out, with contingency planning in place for if insufficient or surplus funds are received.
- 5.3. All fundraising through activities (such a raffles, lotteries, etc) must comply with the relevant legislation and must meet relevant licensing requirements.
- 5.4. Funds raised will be reported to the membership regularly.

6. Donations

- 6.1. The SLSA may accept donations that it believes can further its objects. It reserves the right to refuse or return donations in exceptional circumstances that it believes could harm the charity, its reputation, or its ability to meet its stated objects.
- 6.2. Final determination of acceptance of a donation will lie with the Board of Trustees. In determining this, the Board shall have recourse to the relevant legislation, as well as best practice guidance published by the Institute of Fundraising, the [Fundraising Regulator](#), and the Charities Commission.
- 6.3. In the first instance, the Treasurer shall notify the Board of any donations exceeding £500 or any donations about which there may be a conflict of interest or ethical query.
- 6.4. The Board of Trustees shall discuss the donation within a reasonable time, having recourse to the relevant documents. While ethics and values may inform the Board's discussion, this may not be the sole reason for refusal or return of a donation. If the Board determines that acceptance of the donation could result in any of the following, it may refuse or return the donation:
 - 6.4.1. Undermining the integrity of the SLSA CIO, or its values or objects, or
 - 6.4.2. Detrimental to the achievement of the SLSA's purposes or its reputation, or

- 6.4.3. A disproportionate decrease in future donations owing to the detrimental impact on the charity from acceptance of the donation, or
- 6.4.4. A loss of volunteers or staff, or
- 6.4.5. Any potential risk to the reputation of the SLSA or adverse publicity resulting from the donation.
- 6.5. Donations made from unknown sources of funding shall be fully investigated until the Board is satisfied that the donation is in line with the aims, objects and values of the SLSA.
- 6.6. Donations resulting from unlawful activity will be refused.
- 6.7. Donations requiring undue expenditure or significant additional resources by or from the SLSA will be carefully considered by the Board, which may decide to refuse the donation.
- 6.8. In determining the acceptance of a donation, the Board shall reach a decision and communicate this to the donor, clearly setting out its reasons.
- 6.9. There is an assumption of full disclosure of all donations. If you wish to make an anonymous donation or gift, this must be clearly stated.
- 6.10. The SLSA will always aim to follow instructions accompanying donations. If you wish to make a donation for a specific purpose, please discuss this with the Chair or Treasurer in advance.

7. Legacies

- 7.1. The SLSA recognises the sensitive nature of legacies but also appreciates their value to the furtherance of the objects of the charity. The SLSA has the power to receive legacies and gifts pursuant to clause 4(6) of the constitution.
- 7.2. The SLSA cannot offer legal advice and recommends impartial advice is taken.
- 7.3. If you wish to leave a legacy please discuss the details of this with the Treasurer, Chair, or members of the Board in advance to ensure that the SLSA is able to follow your instructions.

8. Gift Aid

- 8.1. The SLSA CIO is registered for [Gift Aid](#) on donations.
- 8.2. The SLSA will act in compliance with the [HMRC Gift Aid scheme](#).

9. Donor recognition and research

- 9.1. The SLSA is keen to recognise and celebrate its donors, and gifts received will be acknowledged by the Board of Trustees.
- 9.2. The SLSA will retain details of donations and gifts in accordance with the Data Protection Act and GDPR and the SLSA Privacy Policy. Data protection will be subject to regular review by the Board of Trustees in line with best practice and guidance from the [Information Commissioner's Office \(ICO\)](#).

10. Vulnerable People

- 10.1. The SLSA takes seriously its responsibilities to vulnerable people under the Mental Capacity Act 2005 and the Equality Act 2010.
- 10.2. Larger donations and gifts will be flagged by the Treasurer, and any questions of capacity or vulnerability will be examined.

11. Complaints

- 11.1. The SLSA will respond to all complaints within a reasonable time and in a fair, open and honest manner. This will be carried out in accordance with the [Complaints Policy](#).

