



The Online Memorial and Museum of Prisoners of War

Charitable Incorporated Organisation, [registered charity number 1200975](#).

DONATIONS and FUNDRAISING POLICY

Purpose of this policy

The Online POW Memorial and Museum conducts fundraising activities to meet its charitable objectives. It is vital that in doing so we uphold the highest standards and that our Trustee Board has oversight of our activities.

As a person involved in any activity to raise funds for Online POW Memorial and Museum, you must follow this policy. Fundraising activity includes all activities covered by the Code of Fundraising Practice (www.fundraisingregulator.org.uk/code), and any social enterprise activity.

Our fundraising practice follows the six principles included in The Charity Commission's guidance; planning effectively, supervising fundraisers, complying with the law, protecting reputation and assets, following recognised standards and being open and accountable.

Our fundraising strategy and material will seek to avoid causing distress and must protect the vulnerable. We will review this Fundraising Policy annually. This policy applies to gifts of all amounts and classifications and is applicable to all involved in the work for the charity.

Planning Effectively

The Trustees decide our overall approach to fundraising and agree our annual fundraising strategy.

The fundraising strategy sets out; what funding we need now and in the future, why it is needed, how and when it will be achieved. Our fundraising strategy will balance risk by operating a range of fundraising streams. This portfolio approach also enables our supporters to give in the way that suits them best. The trustees will regularly monitor progress against the strategy, and review or change the strategy as appropriate.

Supervising fundraisers

The Trustees are required to have oversight and understanding of fundraising undertaken within the charity. The full Trustee board will be advised of fundraising activities on a regular basis – at least annually – to ensure there is visibility of fundraising practice and performance. Delegation of fundraising will be clearly documented including required reporting lines and reporting frequency.

Our fundraising team must be familiar with the Code of Fundraising Practice and have regular training on the code. We rely on significant volunteer effort to raise vital funds for our work, appropriate training will be provided to all volunteers so they know they must comply with our policies and procedures.

Complying with the law

UK fundraising practice must follow the relevant legislation – set out in the Charities Acts, other relevant legislation and local government by-laws. Fundraising is regulated in England and Wales by the Fundraising Regulator which holds the Code of Fundraising Practice for the UK and which makes sure all fundraising is legal, open, honest and accountable.

Any lottery and raffle activity must be in line with the Gambling Act 2005 and Licence Conditions and Codes of Practice.

Protecting reputation and assets

Fundraising must be in line with our charity's values and cognisant of those we support.

The trustees will agree the level of annual fundraising costs in the fundraising strategy.

Our fundraising team must be familiar with the Code of Fundraising Practice and have regular training on the code.

We will ensure secure procedures are in place for processing donations.

We abide by the law which requires us, in deciding whether to accept or refuse a donation, to consider which action is in the charity's overall best interest. We will not accept a donation if we believe it is unlawful to accept it or if accepting it is to the detriment of the charity's achievement of its purpose. The value of any donation will be assessed against the potential loss of public trust and confidence in the charity, a detrimental impact to the reputation of the organisation, or a conflict with the charity's ethics and values which could lead to a loss of support in the future.

We reserve the right to decline fundraising activities 'in aid of' The Online POW Memorial and Museum if the activity is out of line with the charity's values or presents unacceptable risk to individuals or the charity's reputation.

The final decision on refusing a donation or declining fundraising activities is taken by the Chair of the Trustees.

Our donor database will be well-maintained, and all users must be trained before system access is provided. We will look after our donor data in line with ICO regulation and ensure all members of the fundraising team are trained on data protection.

Recognised Standards

We are committed to responsible fundraising practice, so we are registered with the Fundraising Regulator and have signed up to the fundraising promise, meaning our fundraising activity will always be legal, open, honest and respectful.

Being Open and Accountable

We will include in our Annual Report and Accounts the statements about our fundraising activity required under the Charities (Protection and Social Investment) Act 2016.

We will be clear with donors in advance of taking a donation where their donation will go and only use their money as we have stated. Unrestricted donations are very valuable as they enable us to fully fund our work and develop and grow as an organisation to achieve our charitable aims and objectives. If supporters wish to make a donation to a specific area work, they may make a restricted donation by providing written instructions to this effect with their donation. We will clarify to the public, and be clear internally, which funds are being raised on a restricted basis; these restricted funds will only be used in the way specified.

Fundraising complaints will be monitored, recorded and reported annually to the Fundraising Regulator. Fundraising Complaints will be responded to promptly and in accordance with our Complaints Process.

Approved by Trustees: 14th Oct 2024
Due for review October 2025

Change Record:

Date of Change Changed by Comments Date of approval by Trustees

Date of Change:	Changed by:	Comments:	Date of approval by Trustees:
15/1/2024	RJS	Original	August 2023
August 2024	MJS	Format to standard	14th Oct 2024

The objects of the CIO # 1200975 are:

To advance the education of the public on the subject of prisoners of war by:

- a. Providing a permanent, online Memorial & Museum of Prisoners of War by maintaining and regularly updating an interactive, historical and educational internet resource which enables the collection and preservation of information concerning prisoners of war
- b. By organising seminars, conferences and tours that educate the public on the experiences of prisoners of war, and to pursue any other activities that support these purposes.
- c. The commemoration and remembrance for the public benefit, of former prisoners of war and the sacrifices they made