



Donation Acceptance Policy

Owner: Senior leadership team and Board of Trustees

Supported by: Fundraising Ethics Committee

Date: June 2021

1 Context

- 1.1** The Social Care Institute for Excellence (SCIE) actively seeks opportunities to work collaboratively with external organisations and individuals to achieve shared objectives. SCIE believes that harnessing the power of the corporate sector and philanthropists is crucial if we are to realise our vision and mission.
- 1.2** However, it is vital that SCIE maintains its independence and does not allow any external partnership to bring the name of SCIE into disrepute.
- 1.3** The purpose of this policy is to guide staff and Trustees on managing risk/conflict and to ensure clarity and openness to all of SCIE's stakeholders with regards to receiving donations.
- 1.4** SCIE holds itself to high ethical standards and is committed to fundraising in an honest, transparent way.
- 1.5** SCIE will, therefore, normally only accept financial support from, and develop partnerships with, companies and individuals on the following basis:
 - 1.5.1** There are grounds for believing that outcomes will be beneficial to and aligned with SCIE's charitable objectives.
 - 1.5.2** SCIE's Directors and Trustees are satisfied that the benefit of the funding/relationship significantly outweighs any risk arising from it.
 - 1.5.3** That no attempt is made by any third party to link a donation with any attempt to influence the operations or policy of SCIE either explicitly or implicitly.
 - 1.5.4** That the independent status of SCIE is not in any way compromised by fundraising activities.

2 Transparency

2.1 SCIE will undertake to communicate this policy to all its stakeholders.

3 Due diligence

- 3.1 Due diligence will be carried out by the fundraising & finance departments with the support of the Fundraising Ethics Committee for all donations of £5000 or more.
- 3.2 If a donor is a charity, its registration and details will be checked with the relevant charity regulator, for example in the case of England and Wales, The Charity Commission.
- 3.3 If the donor is a UK company or individual, the details will be verified on, for instance, the Companies House website. An online search will also be conducted and Know Your Donor requirements must be adhered to.
Subject to compliance with HMRC regulations, cash donations from individual UK taxpayers are eligible for Gift Aid, which means that SCIE can claim an additional 25% of the value of the gift (at current rates). Gift Aid received is added to funds alongside the original donation. Higher-rate taxpayers may be able to claim additional tax relief on their donations.
- 3.4 If the donor is an international company or individual, where possible, similar checks will be made in the respective country.
- 3.5 Care will be taken to assess the reliability of any information obtained.
- 3.6 When deciding whether to accept any particular donation, the Director and the Board of Trustees have a duty to demonstrate to the Charity Commission that they have acted in the best interest of SCIE, and that association with any particular donor does not compromise SCIE's ethical position, harm its reputation or put future funding at risk.
- 3.7 SCIE will abide with all relevant legislation including, but not limited to, The Proceeds of Crime Act, the Bribery Act and Charity Commission guidance, including terrorism and political activity.

4 Acceptance criteria

4.1 SCIE will comply with the Charity Commission and UK law in every respect, including those regarding openness and honesty with supporters and members of the public.

- 4.2** SCIE will respect the privacy and contact preferences of all donors and will endeavour to respond promptly to requests to cease contacts or complaints and act as best we can to address their causes.

SCIE will acknowledge donors appropriately, and publicise their involvement in line with their wishes. Donors may remain anonymous if they prefer.

5 Refusal criteria

- 5.1** SCIE abides by the law, its governing documents and its charitable objectives.
- 5.2** SCIE will not accept donations from donors whose activities appear to be in direct conflict with the best interests of the charity.
- 5.3** SCIE will not undertake business with companies or individuals who participate in activities which could cause detriment to SCIE's reputation.
- 5.4** The responsibility of the judgement on whether SCIE should refuse a donation lays with the Board of Trustees with guidance from the Fundraising Ethics Committee.
- 5.5** SCIE will not accept financial support or partnerships from companies or individuals whose revenues or income are derived from, or have been recently associated with proceeds of a criminal activity, or ones that are deemed to clash with SCIE values and the best interests of the social care sector.

SCIE will keep this policy under constant review and report on its implementation to the Board of Trustees on an annual basis.

SCIE would like to acknowledge that this policy draws on The Alan Turing Institute donation acceptance policy.