

FRG-PO-01 Acceptance or Refusal of Donations Policy

Version No 1.0



1 PURPOSE

This policy is a public guide to how The Multiple Sclerosis Society of South Australia & Northern Territory Inc (“the Society”) makes decisions on accepting and refusing donations.

This policy provides a clear objective standard against which external bodies can judge the Society’s actions in cases of potential or acute dispute, and is intended to protect the Society’s reputation against adverse public reaction from existing or potential supporters.

2 SCOPE OF THE POLICY

This policy will apply to all employees and volunteers of the Society.

3 POLICY STATEMENT

The Society shall act in the best interests of people living with Multiple Sclerosis and do the utmost best to solicit and accept funds to further the Society’s charitable objectives, with the presumption that donations are given in good faith and that refusal must be only on the strongest grounds. In soliciting donations from individuals or organisations, the Society will act with integrity and honesty, will not put undue influence or pressure on those from whom we are soliciting funds and will not mislead or knowingly give false information.

4 POLICY PRINCIPLES

- The Society will categorise donations as those it can receive, those that will always be refused and those that will always be reviewed.
- As a general rule if a donation is received which the Society cannot accept with requested restrictions, a discussion is to be held between Fundraising Manager and the donor (or executors in the case of a bequest) in order to explore if the donation can be changed so that the Society can accept it.
- The main exception to the above rule is where the donation may have detrimental implications to achieving the Society’s objects or the detriment is likely to be greater than the benefit in which case the Chief Executive Officer (CEO) or Fundraising Manager will inform the donor.

4.1 Donations the Society will always refuse

The Society will always refuse the following donations:

- Where acceptance of the donation would be unlawful (e.g. where the Society knows the donation is from the proceeds from crime or illegal activity).
- Where the donors do not embody the values of the Society (The Society’s value statements can be found in the Society’s website).

- Where the source of donation is questionable, unethical or immoral.
- Where the donor restricts the donation for activities that are outside of the Society's objects.

4.2 Donations which will be reviewed

Some donations will need to be considered before deciding whether to accept or refuse them.

These include:

- Donations that may have detrimental implications to achieving the Society's objects or where the detriment is likely to be greater than the benefit.
- Donations that are not financially viable.
- Donations that are outside the plans and budgets of the Society.
- Donations from those deemed vulnerable.
- Donations with conditions attached.
- Donations that will be difficult to utilise within a reasonable period of time.
- Legacies and bequests where the restriction can no longer be met.
- Donations from pharmaceutical companies where sponsorship arrangements are implied.

Further guidance on reviewing these donations are provided in *FRG-GU-01 Reviewing Donations Guidelines*.

4.3 Delegation of Authority

- All employees and volunteers of the Fundraising, Marketing & Lotteries business unit shall accept donations that are not listed in 4.1 and 4.2.
- Fundraising Manager and the CEO shall review the donations listed in 4.2.
- Only the CEO can refuse any donation.
- The Fundraising Manager and CEO record evidence to demonstrate what they used to form their decision to accept or refuse a donation in addressing the objects of this policy.

5 DEFINITIONS/ KEY CONCEPTS

Nil

6 APPROVAL AND REVIEW DETAILS

Approval and Review	Details
Version number	1.0
Process group	FRG (Fundraising)
Process owner	Fundraising Manager
Approved by	The CEO on 20/09/2018
Related documents and policies	FRG-GU-01 Reviewing Donations Guidelines Conflict of Interest Policy (Yet to be formulated)

Approval and Review	Details
Related legislation	-
Effective Date	20/09/2018
Next Review Date	19/09/2020