

Fundraising Policy

Background

The Board of Foresight is committed to ensuring that fundraising activities are carried out in an ethical manner.

This policy applies to the Board, casual, permanent and contract staff and volunteers.

Purpose

The purpose of this document is to identify Foresight's position on fundraising practice and to document the standards expected in raising funds from the community.

Policy Statement

This Policy sets out principles which Foresight.

In doing so, the organisation will adhere to the following standards:

- Fundraising activities carried out by Foresight will comply with all relevant laws and regulations of the Australian jurisdiction.
- Any communications to the public made in the course of carrying out a fundraising activity shall be truthful and non-deceptive.
- All monies raised via fundraising activities will be for the stated purpose of the appeal and will comply with the organisation's stated mission and purpose.
- All personal information collected by Foresight is confidential and is not for sale or to be given away or disclosed to any third party without consent.
- Nobody directly or indirectly employed by or volunteering for Foresight shall accept commissions, bonuses or payments for fundraising activities on behalf of the organisation.
- No general solicitations shall be undertaken by telephone or door-to-door.
- Fundraising activities should not be undertaken if they may be detrimental to the good name or community standing of Foresight.
- Financial contributions will only be accepted from companies, organisations and individuals the Board considers ethical. Companies and organisations specifically excluded from making financial contributions to Foresight include <<gambling/tobacco/alcohol companies>>.
- Sending receipt within 7 business days from the time the donation is recorded.
- In its all its communication, Foresight does not permit or make use of any statements about other ACFID Members which could create a reputational or other advantage to Foresight.

FUNDRAISING MATERIAL

Foresight is committed to ensuring our promotional materials:

- Are truthful and accurately represent the context, situation, proposed solutions and intended meaning of information
- Avoid material omissions, exaggerations, misleading visual portrayals and overstating the need or what the supporter's response may achieve
- Include Opportunity's name, address, ABN and purpose

- Clearly state if there is a specific purpose of each donation
- Do not contain depictions that are demeaning, discriminatory, pornographic or unduly violent towards a person or group or feature images of dead bodies or dying people
- Only portray people in images or stories if free, prior and informed consent is obtained, and in the case of children, from their parents or guardians
- Do not disparage or endanger the people they are portraying, or infringe on child protection policies, or show children in a naked and/or sexualised manner
- Are not knowingly sent to a child without the consent of the child's parent or guardian
- Do not disparage others or infringe on the intellectual property rights of others, and
- Do not claim or imply that professional fundraising activities are carried out at no cost.

ADMINISTRATIVE PROCEDURES

Foresight is committed to efficient and transparent administrative procedures including:

- Providing supporters with accurate and dated receipts, in a timely manner (receipts may be provided by an authorised third party in some circumstances)
- Issuing receipts for fundraising collections such as raffles, auctions and proceeds from product sales for the net proceeds to the organiser
- Producing financial reports that comply with national and international accounting standards
- Respecting the privacy rights of supporters and complying with requests to remain anonymous
- Promptly acting on requests to be removed from mailing lists without presenting obstacles
- Complying with all Federal, State and Municipal laws and regulations applicable to fundraising.

Memberships

ACNC

Foresight is registered as a charity with the Australian Charities & Not-for-profit Commission (ACNC) and complies with its ongoing obligations including reporting to the ACNC annually.

ACFID

Foresight is a member of the Australian Council for International Development (ACFID) and a signatory to the ACFID Code of Conduct. Foresight subscribes to the values of this Code, which set out the minimum standards of management, accountability and governance for international development organisations.

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Mr Kevin Gardner
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