



**TRUSTEES WEEK 2016**  
**Keeping up to date with Fundraising**


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Have you sufficient 'powers' to fundraise?

- Check your founding document – Mem & Arts, Constitution


**Take Action: One**

- Have a Complaints Policy




**Take Action: Two**

- Check that people are 'opting in' to receive information from your organisation



**Take Action: Three**

- Develop, agree and accept a Fundraising Strategy



**Take Action: Four**

Think about **Risk**

- There is always risk in fundraising – but what is an acceptable level for your organisation
- Financial risk? Reputational risk?
- How will you minimise any potential impact

**Take Action: Five**

**Decide on Ethics**

- Are there sources of funds which would be unacceptable?
- Acceptance & Refusal of Donations

**Take Action: Six**

1. Everything begins with a strategy - have a clear fundraising strategy and ensure it is integrated into your overall strategic planning
2. Think long term - ensure sustainable planning is at the heart of your fundraising
3. Do the right thing - always consider the legal and ethical implications of your fundraising
4. Don't put all your eggs in one basket - where possible, diversify your fundraising strategy
5. Play your part - what can you do to ensure that your organisation's fundraising achieves its potential?

**IoFs 5 Golden Rules**



**Go for it!!**

## Sources of Further Information & Support:

### **Institute of Fundraising Scotland**

**Tel:** 0131 557 2100

**Website:** [www.institute-of-fundraising.org.uk/groups/national-scotland/](http://www.institute-of-fundraising.org.uk/groups/national-scotland/)

### **IoF Trustees and Fundraising Guidance:**

[www.institute-of-fundraising.org.uk/guidance/research/trustees-and-fundraising/](http://www.institute-of-fundraising.org.uk/guidance/research/trustees-and-fundraising/)

### **Find your local Third Sector Interface (TSI):**

[www.vascotland.org/tsis/find-your-tsi](http://www.vascotland.org/tsis/find-your-tsi)

### **Office of the Scottish Regulator (OSCR)**

**Tel:** 01382 220446

**Website:** [www.oscr.org.uk/](http://www.oscr.org.uk/)

### **OSCR Guidance on Managing your Charity:**

[www.oscr.org.uk/charities/managing-your-charity](http://www.oscr.org.uk/charities/managing-your-charity)

### **Trustees Duties:**

[www.oscr.org.uk/charities/managing-your-charity/trustee-duties](http://www.oscr.org.uk/charities/managing-your-charity/trustee-duties)

### **OSCRs Guidance on Fundraising:**

[www.oscr.org.uk/charities/managing-your-charity/fundraising](http://www.oscr.org.uk/charities/managing-your-charity/fundraising)

### **Code of Fundraising Practice**

[www.fundraisingregulator.org.uk/code-of-fundraising-practice/code-of-fundraising-practice/](http://www.fundraisingregulator.org.uk/code-of-fundraising-practice/code-of-fundraising-practice/)

### **Scottish Charity Fundraising Complaints Hub**

**Helpline:** 0808 1642520

**Website:** [www.fundraisingcomplaints.scot](http://www.fundraisingcomplaints.scot)

**Email:** [scottishfundraisingcomplaints@scvo.org.uk](mailto:scottishfundraisingcomplaints@scvo.org.uk)

### **Fundraising Regulator (England & Wales)**

<https://www.fundraisingregulator.org.uk/>

### **Scotland's Third Sector Governance Forum:**

<https://sites.google.com/site/scotlandsgovernanceforum/>

**SCVO:** [www.scvo.org.uk/running-your-organisation/](http://www.scvo.org.uk/running-your-organisation/)

### **Tax-effective Giving**

website: [www.tax-effectivegiving.org.uk](http://www.tax-effectivegiving.org.uk)