

DONATION ACCEPTANCE & REFUSAL (INCLUDING GIFTS & HOSPITALITY)

Morecambe Bay Partnership is committed to making decision that are in the best interest of the charity. This policy ensures that we do not compromise on our vision and beliefs when it comes to raising income.

This policy governs the acceptance and refusal of donations by Morecambe Bay Partnership where there is a perceived risk to our programmes, staff, reputation, financial position, or brand in accepting the donation. By implementing this policy, we have a robust and informed decision-making process for all donations, partnerships and opportunities that are deemed medium to high risk.

How we accept and refuse donations

Morecambe Bay Partnership believes that harnessing the power of corporate bodies, high net worth individuals & other charitable givers is crucial if we are to realise our vision of Morecambe Bay being a place where the local economy provides health, happy, low carbon living for everyone and where nature us more abundant, heritage is understood, protected & celebrated and where our culture is thriving. The best outcomes for Morecambe Bay are at the heart of what we do therefore we must be rigorous when deciding whether to accept a donation form any source, following this policy which outlines the process.

Due Diligence Assessment

Our due diligence assessment helps us to assess the opportunity/donation on an individual basis to balance the impact we can have for Morecambe Bay, versus the risks. The assessment is carried out by the CEO before a new donor is approached or before we accept the donation if a new donor/corporate has offered to support us. Should the assessment flag any high-risk factors in accepting a donation, the CEO involves the board of trustees in the decision as to whether to accept or pursue the donation or not. High-risk factors include involvement in illegal, immoral, and environmentally damaging activities such as fossil fuel extraction, global deforestation, arms dealing and support for oppressive regimes. If the due diligence assessment does not flag any high-risk factors, the CEO is delegated to pursue/accept the donation.

Review

The high-risk factors outlined in the due diligence assessment are reviewed annually by the board so that we can continue to make decisions in the best interests of the charity and the outcomes for Morecambe Bay.

Any multi-year partnerships are reviewed annually by the board, however the annual review period does not prevent a partnership being reviewed at other times, if it is apparent that the risk of a partnership has changed materially.

Morecambe Bay Partnership reserves the right to refuse donations or terminate partnership where the activities of the individual donor, corporate or charitable body, conflict with our beliefs and the outcomes we want to see for Morecambe Bay.

Morecambe Bay Partnership's Board of Trustees delegate day-to-day responsibility for decisions on donation acceptance & refusal to the CEO. However, the board retains ultimate responsibility for compliance with this policy.

Gifts & Hospitality

Morecambe Bay Partnership is committed to ensuring that charity resources and funds are used for the purpose for which they were intended. Therefore, as a rule, staff and trustees **should not receive benefits of any kind from third parties except those listed below**, which could call into question motivation, integrity or judgment as this could be considered bribery. Morecambe Bay Partnership is committed to combating bribery and corruption in all its dealings and activities. However, any gifts received after exercising judgement in the context of this policy, will be noted on a register held by the CEO.

This policy applies to all volunteers, employees and trustees and applies to gifts or hospitality offered to & received from third parties (individuals, organisations or companies outside the charity, Morecambe Bay Partnership).

Exceptions:

The following are **NOT** included in the policy and therefore **CAN** be accepted:

Hospitality at events/conferences/training that has been paid through a ticket fee paid by the charity or where hospitality costs are included, or the event is free to attend and open to all.

Hospitality you may receive from the charity in the course of your work, eg working lunches/workshops.

Internal gifts or hospitality, for staff for example a thank you gift from a manager, or a staff lunch paid for by the CEO.

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