



DONATIONS POLICY

Policy Classification: Governance

Status: Approved

Policy Lead:	Chief Executive Officer
Date Approved:	August 2019
Last Review Date:	June 2016
Review Due Date:	February 2026
Review Period:	3 years unless required earlier due to changes in the law, regulation, best practice or requirement of the Association

REFERENCE PAGE

Document Title:	Donations Policy
Aim:	Provide Eildon with an approved and transparent framework for use when considering requests for donations by charities.
Objective:	1 The Eildon Group will ensure that the highest standards of governance and partnership working are adhered to, including compliance with our regulatory frameworks
Scope of Policy:	All stakeholders
Nominated Officer:	Governance Officer
Approval Source:	Board
Legal and Regulatory References:	Eildon Housing Association Rules
Procedural References:	Eildon Housing Association Standing Orders
Consultation Completed:	N/A
Risk Implications:	1- Existing policy, minimal change
Equalities Assessment:	All Eildon policies and key documents are developed with the clear objective of ensuring that they do not discriminate against any person and have negative impacts for equality groups. We will always welcome comments on the impact of a policy on particular groups of people in respect of, but not limited to, age, disability, gender reassignment, race, religion, sex or sexual orientation, being pregnant or on maternity leave and children's rights and wellbeing.
Accessibility:	Accessible electronically/online and in print. All documents can be translated and made available in audio, braille and large print versions upon request.

INTRODUCTION

Eildon Housing Association's Rules (Clause 79.2) require that the Board shall set and review periodically its policy for the donation of funds to charities. Such donations must further the objects of Eildon, and the Board must report to the members of Eildon on such donations as are made. This policy meets the requirements of the Rules.

POLICY STATEMENT

Like most businesses, Eildon regularly receives requests from charitable bodies and local community organisations for donations or sponsorship and a framework has been agreed in order to formalise our policy in dealing with such requests.

When considering requests for support, one or more of the following criteria will be applied:

- The Association's tenants or prospective tenants should receive a direct or indirect benefit from the donation and the charity or organisation should be based in or operate in the same geographical area as the Eildon Group.
- The donation should support the wider social housing movement and/or local community(s) in which Eildon operates.

Details of any donations made from year to year under this policy will be provided in Eildon's annual accounts, a copy of which will be provided to each member of the Association.

DONATIONS TO CHARITIES

Eildon will look to support initiatives that promote social regeneration within its area of operation to enhance the quality of life of its tenants and service users in the area. Donations to charities may be made consistent with these objectives. All such donations must be provided for within the approved budget for the year. Where any such donation is in excess of £500 per individual donation is proposed, or where more than one donation is to be made to the same organisation in the same year, constituting an aggregate sum in excess of £500, specific approval to make this donation must be obtained from the Board prior to making the donation.

The Chief Executive has delegated authority to make payments to charities in accordance with this policy of less than £500, but must report to the next following meeting of the Board any donation made under these delegated powers, including an explanation of how it complies with the policy's requirements.

BUDGET

An annual budget will be set and any changes reported to the Board through normal channels.

REPORTING AND REVIEW

All donations and grants made within the terms of this policy during any given year will be reported to the Board in a form that can be incorporated into the annual accounts of the Association which will be submitted to Eildon's AGM, and circulated to members of the Association.

This report will include details of names and amounts paid to individuals and organisations, with additional details provided for any amounts over £1,000.

POLICY REVIEW

This policy should be reviewed within three years unless required earlier due to changes in the law, regulation, best practice or requirements of the Association.