

# Donations Policy

## REVISION RECORD

Version	Description	Date
1	First draft	December 2025

Signed:



Director



## Guidelines:

### 1. Purpose

This policy sets out how the CIC manages donations in a transparent, ethical, and legally compliant way. It ensures that all contributions support Wye Dean Wellbeing CIC's mission to deliver community benefit and are handled responsibly.

### 2. Guiding Principles

- Transparency: Donors will be informed about how their donations are used.
- Integrity: The Wye Dean Wellbeing CIC will not accept donations that could compromise its independence, reputation, or mission.
- Accountability: All donations will be recorded, monitored, and reported in line with financial regulations and Wye Dean Wellbeing CIC requirements.
- Community Benefit: Donations will be applied solely to activities that further the Wye Dean Wellbeing CIC's stated community objectives.

### 3. Acceptable Donations

- Cash contributions (via bank transfer, cheque, or online platforms).
- In-kind donations (goods, services, or expertise that directly support Wye Dean Wellbeing CIC activities).
- Restricted donations (where donors specify a project or purpose), provided they align with Wye Dean Wellbeing CIC objectives.
- Unrestricted donations (general support), which the Wye Dean Wellbeing CIC may allocate at its discretion.



#### 4. Unacceptable Donations

The Wye Dean Wellbeing CIC will decline donations that:

- Come from sources linked to illegal activity.
- Conflict with the Wye Dean Wellbeing CIC's values or community objectives.
- Require actions that are not legally or ethically permissible.
- Place undue influence on governance or decision-making.

#### 5. Donor Rights

- Donors have the right to know how their donation is used.
- Donors' personal information will be protected under data protection laws.
- Donors may request anonymity, which will be respected unless disclosure is legally required.

#### 6. Financial Management

- All donations will be recorded in the Wye Dean Wellbeing CIC's accounts.
- Annual reports will include details of donations received and how they were applied.
- Restricted donations will be tracked separately to ensure compliance with donor wishes.

#### 7. Recognition

- The Wye Dean Wellbeing CIC may acknowledge donations publicly (e.g., in reports or on its website), unless the donor requests anonymity.
- Recognition will be proportionate and consistent with the Wye Dean Wellbeing CIC's values.

#### 8. Review

This policy will be reviewed annually by the Wye Dean Wellbeing CIC Board to ensure compliance with law, best practice, and community expectations.

Wye Dean Wellbeing CIC is a not-for-profit Community Interest Company  
Company Registration No. 13270562