



Effective Date: 01 June 2023

1. Introduction

The Fundraising Policy of the Historic Army Aircraft Flight (HAAF) outlines the principles and guidelines for conducting ethical, transparent, and effective fundraising activities. This policy aims to ensure the integrity of the HAAF's fundraising efforts while building trust and maintaining compliance with applicable laws, regulations, and best practices.

2. Scope

This policy applies to all individuals involved in fundraising activities on behalf of the HAAF, including staff members, trustees, volunteers, and third-party fundraisers. It covers all fundraising methods and channels, both offline and online.

3. Principles

a. Legal Compliance:

- The HAAF shall adhere to all relevant laws, regulations, and guidelines governing fundraising activities, including those set forth by the Charity Commission and other relevant authorities.

b. Ethical Standards:

- Fundraising activities shall be conducted with the highest ethical standards, integrity, and respect for donors, supporters, and the wider community.
- The HAAF shall not engage in any fundraising practices that may bring the charity or its mission into disrepute.

c. Donor Stewardship:

- The HAAF shall cultivate and maintain positive relationships with donors, supporters, and stakeholders, recognizing their contributions and demonstrating gratitude for their support.
- Donor privacy and data protection shall be respected in accordance with applicable data protection laws and regulations.

d. Transparency and Accountability:

- The HAAF shall ensure transparency in its fundraising activities by providing clear and accurate information about the purpose, use of funds, and impact of donations.
- Financial reports and disclosures shall be prepared and shared in a timely manner to demonstrate accountability and responsible stewardship of funds.

e. Cost Efficiency:

- The HAAF shall strive to minimize fundraising costs and ensure that a reasonable proportion of funds raised directly supports the organization's programs and charitable objectives.
- Fundraising activities shall be conducted in a cost-effective manner, seeking to maximize the impact of each donation.

4. Fundraising Practices

a. Donor Identification and Engagement:



- The HAAF shall identify and engage with individuals, organizations, and institutions that align with the charity's mission and values.

- Donor engagement strategies shall be tailored to build long-term relationships, inspire trust, and create a sense of partnership in achieving shared goals.

b. Fundraising Methods:

- The HAAF may employ various fundraising methods, including but not limited to direct mail, online giving, events, grant applications, corporate partnerships, and legacy giving.

- Each fundraising method shall be conducted in accordance with relevant laws, regulations, and best practices.

c. Third-Party Fundraising:

- The HAAF may engage third-party individuals, organizations, or agencies to conduct fundraising activities on its behalf.

- Contracts or agreements with third-party fundraisers shall clearly outline expectations, responsibilities, and compliance with this policy and relevant laws.

d. Fundraising Appeals and Materials:

- Fundraising appeals, materials, and communications shall accurately and transparently convey the purpose of the fundraising campaign, the impact of donations, and any associated costs or fees.

e. Fundraising Events:

- The HAAF shall ensure that fundraising events are well-planned, aligned with the charity's mission, and comply with applicable regulations.

- Expenses incurred in organizing fundraising events shall be reasonable and proportionate to the expected financial return.

f. Donor Privacy and Data Protection:

- The HAAF shall handle donor information and personal data in accordance with applicable data protection laws, respecting donors' privacy rights and preferences.

- Donor data shall be securely stored, used only for legitimate fundraising purposes, and not shared with third parties without appropriate consent.

5. Fundraising Reporting and Transparency

a. Financial Reporting:

- The HAAF shall maintain accurate records of fundraising income, expenses, and financial performance, ensuring transparency and accountability in financial reporting.

- Financial reports shall be prepared and shared with stakeholders, donors, and regulatory bodies as required by law.

b. Impact Reporting:

- The HAAF shall provide regular reports and updates on the impact of donations, demonstrating how funds are being used to advance the organization's mission and achieve its charitable objectives.



c. Fundraising Complaints:

- The HAAF shall establish a process for receiving and addressing fundraising-related complaints or concerns promptly and fairly.
- Complaints shall be thoroughly investigated, and appropriate remedial actions shall be taken to address any valid concerns.

6. Policy Review

This policy shall be reviewed periodically to ensure its continued effectiveness, alignment with best practices, and compliance with applicable laws, regulations, and governance standards. Any proposed changes to this policy shall be reviewed and approved by the appropriate HAAF authority.