

# **FUNDRAISING POLICY**

**THE DAUGHTERS OF OUR LADY OF THE SACRED  
HEART**

**OVERSEAS AID INCORPORATED**

# **Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated**

## **Fundraising Policy**

### **Introduction & Preamble**

The Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated fund was granted a Certificate of Incorporation on the 29<sup>th</sup> March, 1989 under the Associates Incorporation Act, 1984.

The objectives of the Association are to provide for the relief of people in countries which are for the time being, certified by the Minister for Foreign Affairs and including relief of people in the Phillipines and Kiribati.

The DOLSH Aid Inc. was established by the Daughters of Our Lady of the Sacred Heart. The Daughters of Our Lady of the Sacred Heart is an international Congregation. The sisters work in over 27 different countries in the world. All the projects funded by the DOLSH Aid Inc. are at the service of developing countries and their peoples.

### **Vision Statement regarding our Fundraising Policy**

The Daughters of Our Lady of the Sacred Heart Overseas Aid Inc. recognize the dignity and value of every human person, especially the most vulnerable. We are committed to respect the rights of all persons, especially women, children, youth and those whose rights and dignity are devalued or at risk.

### **Introduction**

OLSH Overseas Aid Incorporated is committed to ensuring that fundraising activities are carried out in an ethical manner.

This policy applies to the Committee of Management, casual, permanent staff and volunteers.

### **Purpose**

The purpose of this document is to identify OLSH Overseas Aid Inc.'s position on fundraising practice and to document the standards expected in raising funds from the community.

### **Authorisation**

President of OLSH Overseas Aid Incorporated

## **Policy**

OLSH Overseas Aid Inc.'s guiding fundraising principle is a simple one – we will only use techniques that we would be happy to be used on ourselves.

In doing so, the organisation will adhere to the following standards:

- Fundraising activities carried out by OLSH Overseas Aid Inc. will comply with all relevant laws.
- Any communications to the public made in the course of carrying out a fundraising activity shall be truthful and non-deceptive.
- All monies raised via fundraising activities will be for the stated purpose of the appeal and will comply with the organisation's stated mission and purpose.
- All personal information collected by OLSH Overseas Aid Inc. is confidential and is not for sale or to be given away or disclosed to any third party without consent.
- Nobody directly or indirectly employed by or volunteering for OLSH Overseas Aid Inc. shall accept commissions, bonuses or payments for fundraising activities on behalf of the organisation.
- No general solicitations shall be undertaken by telephone or door-to-door.
- A Fundraising Sub-Committee may be formed to carry out the major fundraising tasks. The Sub-Committee will report regularly to the Committee of Management, including tabling of meeting minutes at the Committee of Management meetings.
- All fundraising activities must have the prior approval of the Committee of Management, as recorded in meeting minutes.

- A statement estimating income and expenses will be prepared prior to the commencement of any new fundraising activity that may present a financial risk to OLSH Overseas Aid Inc. Fundraising activities should not be undertaken if they will expose the organisation to significant financial risk.
- Fundraising activities should not be undertaken if they may be detrimental to the good name or community standing of OLSH Overseas Aid Inc..
- Financial contributions will only be accepted from companies, organisations and individuals the Committee of Management considers ethical. Companies and organisations deemed not to support the purposes and the mission of OLSH Overseas Aid Inc. will be excluded from making financial contributions to OLSH Overseas Aid Inc.
- A report on fundraising will be prepared by a representative of the fundraising sub-committee for inclusion in OLSH Overseas Aid Inc.'s annual report.

## **Responsibility**

The Committee of Management is responsible for the implementation and review of this policy.

All OLSH Overseas Aid Inc. members, casual, permanent and contract staff and volunteers are responsible for adhering to this policy.

### **Contact:**

President

OLSH Overseas Aid Inc.

2 Kensington Road,

Kensington. N.S.W. 2033

7<sup>th</sup> May, 2012.