



Donations & Sponsorship Policy

(Summary Document)

Aims of the policy:

- To raise the profile of Cartrefi Conwy.
- To support fund raising initiatives which benefit local charities and organisations.
- To raise the profile of social housing and the importance of housing in people's lives.

Responsible Team	Governance
Process Owner	Chief Executive: Andrew Bowden
Next review date	March 2011

Introduction

Cartrefi Conwy is keen to support local¹ organisations and individuals² who may approach the organisation for donations or sponsorship. Applications that will provide benefits to our tenants or the communities in which they live will be given priority.

Policy Statement

- Cartrefi Conwy is keen to support organisations through donations where the activities are compatible with our own business objectives and priorities.
- Supporting local people and charities will be seen as a priority, although donations for national charities may be considered where they are for housing or an associated purpose within the county of Conwy.
- Cartrefi Conwy will support employees in their efforts to raise money, or involve themselves with charities.

Approving donations and sponsorship requests

- All requests for donations/sponsorship will be submitted to the Executive Management Team for approval. Each application will be considered on its own merits and the decision of the Executive Management Team is final.
- Donations are to be for a specific purpose rather than a general contribution to funds.
- Where a donation is being made £3,000 is the maximum amount that can be awarded in any consecutive 12 month period.
- Employees are encouraged to involve themselves with the charities Cartrefi Conwy supports in terms of volunteering and fundraising.

Exclusions

- Cartrefi Conwy will not make donations to any political organisations.
- Requests for donations or sponsorship from tenant groups will be directed to other funding sources such as the Community Chest or tenant group grants.
- Requests for sponsorship or donations from individual tenants carrying out personal fundraising activities will not normally be considered. This is due to the potential number of requests.

¹ Within this policy 'local' refers to applicants who live or operate within Cartrefi Conwy's area of operation.

² Cartrefi Conwy is keen to support local individuals who show exceptional talent in a particular field; sporting, academic, artistic and so on.

Equality and Diversity

We will ensure that this policy is applied fairly and consistently. We will not directly or indirectly discriminate against any person or group of people because of their race, age, religion, gender, marital status, sexual orientation, disability, age, medical status or any other grounds set out in our Equality and Diversity policy.