Pelican of London

Ethical Funding & Partnership Working Policy

1. **Context**
2. **Overriding Principles**
3. **Due diligence**

1. Context

1.1 Pelican of London, (the charitable company), actively seeks opportunities to work collaboratively with external organisations and individuals to achieve shared objectives.

1.2 It is vital that the charitable company maintains its independence and does not allow any external partnership to bring the name of Pelican of London into disrepute.

1.3 The purpose of this policy is to guide staff and Directors on managing risk/conflict and to ensure clarity and openness to all stakeholders of the charitable company with regards to entering into significant partnerships[1], receiving donations, funding, sponsorship and support in kind.

1.4 Pelican of London upholds high ethical standards and is committed to fundraising in an open and honest way.

1.5 Pelican of London will, therefore, normally only accept financial support from, and develop partnerships with, charitable foundations and trusts, companies, commercial partnerships and individuals subject to the following conditions:

1.5.1 There are strong grounds for believing that outcomes will be beneficial to and aligned with the charitable company's objectives.
1.5.2 The Chief Executive Officer and Directors are satisfied that the benefit of the funding and/or relationship significantly outweighs any risk arising from it.
1.5.3 That no attempt is made by the donor, funder or sponsor to influence the operations or policy of Pelican of London.

However, donations for specific projects and charters may be considered once any necessary changes have been made in line with 1.5.1 and 1.5.2.

2. Overriding Fundraising Principles

2.1 The purpose of this section is to ensure that the charitable company's Board of Directors can make clear and consistent decisions regarding the acceptance or refusal of donations and support.

2.2 Ultimate responsibility in respect of the acceptance or refusal of donations rests with the Directors of the charitable company. Delegated authority is given to the Senior Management Team, and

[1] Significant in this context means partnerships involving pecuniary consideration of more than £5000

where there are ethical concerns, they must take all decisions relating to the acceptance or refusal of donations 'in the best interests of the charitable company'. This section provides guidance for initiating best practice within and across the organisation.

2.3 All those involved either directly or indirectly, with the fundraising function will be committed to the five main principles of fundraising practice:

- **Honesty:** Those involved either directly or indirectly with the fundraising function will, always, act honestly and truthfully so that public trust is protected, and donors and beneficiaries are not misled.

- **Respect:** Those involved either directly or indirectly with the fundraising function will, always, act with respect for the dignity of the fundraising profession and the organisation, and with respect for the dignity of donors and beneficiaries.

- **Integrity:** Those involved either directly or indirectly with the fundraising function will, always act openly and regarding their responsibility for public trust. They shall disclose all actual or potential conflicts of interest and avoid any appearance of personal or professional misconduct.

- **Empathy:** Those involved either directly or indirectly with the fundraising function will, always work in a way that promotes the fundraising purpose and encourage others to use the same professional standards and engagement. They shall value individual privacy, freedom of choice, and diversity in all its forms.

- **Transparency:** Those involved either directly or indirectly with the fundraising function will, always produce clear reports about the work undertaken, the way donations are managed and disbursed, and detail costs and expenses. This should be done in an accurate and comprehensible manner.

2.4 The Ethical Guidelines for fundraising within the charitable company are:

- The charitable company will regularly review its Ethical Funding & Partnership Working Policy and will not seek funding from organisations whose ethos and practice are not in line with this.
- All requests for donations will be truthful
- They will accurately describe the organisation's work
- They will accurately describe the intended uses and destinations of the donation
- They will not encourage unrealistic expectations of what the gift will achieve
- All donations will be used to support the published purposes of the charitable company and in line with the purpose for which they are solicited
- Accounting and accountability will comply with high legal, accounting and ethical standards and be transparent
- All requests for donations will respect the dignity and privacy of those who may benefit from the donation, and the dignity and privacy of potential donors and sponsors
- Those involved in the fundraising function within the organisation will not be over-persistent
- Those involved in the fundraising function will disclose any conflicts of interest that may exist
- Lists of donors and sponsors will not be sold to or exchanged with third parties

3. How we will apply these principles

3.1 Pelican of London will not accept donations, funding or sponsorship from sources whose activities are inimical to the charitable company's objectives or appear in the opinion of the Directors to be in direct conflict with the best interests of the charitable company.

3.2 Pelican of London will not undertake business with third parties who participate in activities which are inimical to the charitable company's objectives or could in the opinion of the Directors cause detriment to the charitable company's reputation.

3.3 Pelican of London will not accept financial support from or enter into partnerships with third parties whose revenues or income are derived from, or have been recently associated with activities, literature or policies that discriminate or promote prejudice.

3.4 Pelican of London will abide with all relevant UK legislation including, but not limited to, The Proceeds of Crime Act, the Bribery Act and charitable company Commission guidance, including terrorism and political activity.

3.5 Pelican of London will comply with the guidelines and requirements of The Charitable company Commission in every respect, including those regarding openness and honesty with supporters and members of the public.

3.6 The responsibility for the judgement on whether Pelican of London should accept or refuse a donation lies with the Board of Directors with guidance from the Chief Executive Officer and Development and Partnerships Manager.

4 Due Diligence

4.1 Donations, Funding and Sponsorship

4.1.1 Due diligence will be carried out before funding of any amount is received from a donor or before any funding application is considered or sponsorship accepted.

4.1.2 If a donor, funder or sponsor is a charitable company, its registration and details will be checked with the relevant charitable company regulator, for example in the case of England and Wales, The Charitable company Commission.

4.1.3 If a donor, funder or sponsor is a UK company or individual, the details will be verified with the regulator at Companies House.

4.1.4 When deciding whether to accept any particular donation, funding or sponsorship, the Chief Executive Officer and the Board of Directors have a duty in charitable company law to demonstrate that they have acted in the best interests of Pelican of London, and that association with any particular donor, funder or sponsor does not compromise the charities ethical position, harm its reputation or put future funding at risk.

4.2 Working Partnerships

4.2.1 Pelican of London undertakes not to enter into partnership working with any organisation whose principles and practice are inimical to the charitable company's objectives or appear in the opinion of the Directors to be in direct conflict with the best interests of the charitable company, harm its reputation or put future funding at risk.

4.2.2 If the potential working partner is a charity, its registration and details will be checked with the relevant charity regulator, for example in the case of England and Wales, The Charity Commission.

4.2.3 If the potential partner is a UK company, commercial partnership or individual, details will be verified with the relevant regulator and appropriate “Know Your Client” requirements will be adhered to.

4.2.4 Pelican of London will not permit third party charterers of vessels within its control to promote or advertise any organisation, product, service or activity that would be inimical to the charitable company’s objectives or which appear, in the opinion of the Directors, to be in direct conflict with the best interests of the charitable company.

Policy area	Date approved by board	periodic review	next review date	reviewed and approved	Notes
Ethical Funding & Partnerships	May 2025	1 year	May 2026	May 2025	