

PUBLIC COMPLIANCE STATEMENT

COPE Galway is committed to complying with the *Guidelines for Charitable Organisations on Fundraising from the Public* which was developed by the Charities Regulator and exists to:

- Improve fundraising practice
- Promote high levels of accountability and transparency by organisations fundraising from the public
- Provide clarity and assurances to donors and prospective donors about the organisations they support

At a meeting on 13 September 2019, the Board of Management of COPE Galway formally resolved to adopt the principles and confirmed that COPE Galway is committed to complying with the Guidelines and will endeavour to:

Adhere to the core principles of respect, honesty, integrity, transparency and accountability by:

- Respecting the rights, dignity and privacy of supporters, clients and beneficiaries.
- Answering reasonable questions about fundraising activity and fundraising costs honestly.
- Making information about our purpose, activities and governance available to the public.

Demonstrate our commitment to donors by:

- Agreeing and making known a donor's charter consistent with the *Guidelines for Charitable Organisations on Fundraising from the Public* containing commitments regarding the causes for which we are fundraising, the use of donations, and disclosures regarding the status and authority of those soliciting donations.
- Operating a complaints and feedback procedure and ensuring feedback is responded to promptly.

Ensure high standards of fundraising practice by:

- Ensuring fundraisers are committed to the highest standards of good practice by providing information and training on the *Guidelines for Charitable Organisations on Fundraising from the Public* and its implementation.
- Ensuring that fundraising activities are respectful, honest, open and legal and that images and messages are chosen and used in accordance with the *Guidelines for Charitable Organisations on Fundraising from the Public*.
- Having a policy in place regarding the management of fundraising volunteers.
- Considering the *Guidelines for Charitable Organisations on Fundraising from the Public* when planning and conducting all fundraising activity and regularly monitoring compliance with the Guidelines.

Be financially accountable by:

- Publishing an annual report and statement of annual accounts which includes a statement confirming ongoing adoption and compliance with the *Guidelines for Charitable Organisations on Fundraising from the Public*.
- Ensuring there are appropriate financial and management controls in place and preparing financial reports consistent with the requirements of the Charities Act 2009.
- Ensuring that all donations are recorded and that records comply with data protection legislation.

Ensure that the Board and senior management take responsibility for implementing and adhering to the *Guidelines for Charitable Organisations on Fundraising from the Public* by:

- Identifying any risks that may arise and ensuring appropriate mechanisms are in place to deal with them.
- Welcoming feedback on our performance and being accessible to the public.
- Appointing a senior member of staff to be responsible for compliance with the *Guidelines for Charitable Organisations on Fundraising from the Public*.