



Tŷ Hafan Gift Acceptance

Tŷ Hafan is a registered Charity, No. 1047912. As part of our Articles of Association we are tasked with raising income for the charitable purposes of the organisation. Our Board must act in the best interests of the Charity when deciding to accept or refuse a donation or sponsorship.

We undertake to comply with relevant law and regulations, including the Proceeds of Crime Act, Data Protection, Tax and Gift Aid legislation, and Charity Commission guidance.

This document provides guidance, setting out the principles and approach we take to considering donation and gift acceptance.

Gift Acceptance

Tŷ Hafan accepts gifts in the following circumstances:

- The gift is compatible, with the mission, values, policies, strategic goals and operations of Tŷ Hafan.
- The donation is unrestricted and will contribute towards Tŷ Hafan's overall strategic objectives.
- If the gift is restricted, the specific purpose of the gifts will be to support Tŷ Hafan facilities, programmes, services or research. Any conditions associated with the gift, for example sourcing matched funding or timeframes for using a gift, are achievable.
- The gift is philanthropic and is not linked to a condition for Tŷ Hafan to promote, endorse or purchase particular products, policies, or services or see an outcome which financially benefits the donor.
- The donor's objectives or activities do not pose reputational risks to Tŷ Hafan.
- If the intended purpose of a restricted gift is no longer viable, and permission is not granted by the donor to use the gift for an alternative or unrestricted purpose, Tŷ Hafan will endeavour to return the gift.

Gifts that do not meet these requirements will require Executive approval prior to acceptance.

Types of Gifts Accepted by Tŷ Hafan

- Cash – Cash gifts are acceptable including cash, credit cards, money orders, bank transfers, and cheques (to be made payable to Tŷ Hafan)
- Legacy – Tŷ Hafan is able to accept legacy gifts in all forms including cash, shares of estates or tangible items. We ask that those wishing to leave a legacy gift use the appropriate wording as specified in our legacy pack and, if needed, implement a suitable codicil.



- Gifts in-kind – products, services
- Shares*

*All shares that are transferrable can be donated to Tŷ Hafan, however only publicly quoted shares qualify for tax relief for you, the donor. Publicly quoted shares include shares listed on the London Stock Exchange or Alternative Investment Market Shares (AIM). For a full list of qualifying stock exchanges, please visit the HMRC website.

Declining of Gifts

Tŷ Hafan reserves the right to decline gifts from donors (individuals, groups, corporations, charitable trusts, institutions or organisations) in the following circumstances;

- Tŷ Hafan suspects that the gift facilitates money laundering, or other criminal activity.
- Tŷ Hafan believes the conduct, operations or advocacy of the donor are inconsistent with Tŷ Hafan's mission and values or poses a reputational risk.
- Where it can be evidenced that the cost of accepting a donation will be greater than the value of the donation itself.
- Where the offer of support is dependent upon the fulfilment of conditions placed upon Tŷ Hafan which contradict the charity's mission and values, will divert resource from pursuing organisational objectives or would require an unreasonable level of charity resources to meet.
- Where the gift or offer of support can be linked to personal benefit of staff or Trustees (individually or collectively) of the charity.

The Executive Team will give due consideration in deciding whether to accept or decline a donation:

- Where the support, whilst reflecting Tŷ Hafan's objectives, is untenable. For example, if Tŷ Hafan does not have the resources to maintain the running costs associated with the donation or sustain the programme in the long-term.
- Where, in the case of gifts in-kind, goods, services or property which Tŷ Hafan cannot lawfully use, convert, exchange or sell in direct support of its charitable objectives.

Further Help and Advice

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