

**UCARE**

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## Our fundraising code of conduct

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### What our supporters can expect

**We are always very grateful for the support – in all forms - we receive from our supporters. Your contributions help to ensure that UCARE remains a choice open to everyone regardless of circumstances so that we can advance raising awareness and research projects in urological cancer that could change and save lives globally.**

**To ensure that our activities merit the respect and trust of the general public, and that supporters and prospective supporters can have full confidence in the UCARE and our causes, we make the following commitments to our supporters:**

All fundraising approaches made by (or made on behalf of) UCARE will disclose UCARE's name and the purpose for which the funds are sought. Printed fundraising materials (however transmitted) will also include our address and/or other contact information.

All our supporters have the right to be informed of UCARE's mission, about the way we intend to use any donated resources and of our capacity to use donations effectively for their intended purposes.

Supporters and prospective supporters are entitled to the following, promptly, upon request:

- UCARE's most recent annual report and financial statements;
- confirmation of UCARE's charitable status;
- confirmation as to whether any individual requesting funds on behalf of the UCARE is a volunteer, an employee or a hired fundraiser;
- the membership details trustees who govern the UCARE.

All donor records maintained by UCARE will be kept confidential to the greatest extent possible provided by the law. Supporters have the right to see their own record and to challenge its accuracy in accordance with GDPR May 2018

Any requests for donor anonymity will be actioned, to the extent provided by the law.

All supporters will receive appropriate acknowledgment and recognition of their contribution to UCARE.

Supporters and prospective supporters will be treated with respect. Every effort will be made to honour individual requests regarding:

- limiting the frequency of requests for philanthropic support;
- the cessation of specific methods of approach, e.g. by telephone or via other channels;
- the request for deletion from any mailing lists.

All supporters and prospective supporters are free to ask questions when making a donation and to receive prompt, truthful and forthright answers.

Supporters accept that the management and governance of projects and/or activities funded through philanthropy, rests solely with the UCARE. Supporters will be provided with appropriate opportunities to continue engaging with the projects/activities they have funded/are funding. The scope for this engagement will be formalised with donors on request.

In cases where the agreed original purposes(s) of a donation made to the UCARE can no longer be met, we promise to use the funds in a manner consistent with the wishes of the donor and the spirit in which the donation was given. Where possible this will be undertaken in consultation with the donor(s) or their representatives.

We will respond promptly to any complaints received.

**How we conduct our fundraising activities**

**Fundraising professionals have a responsibility to their supporters, their employer and their causes. All those involved in raising funds for the UCARE will be guided by their personal integrity and by their relationships with their supporters. At the heart of ethical fundraising practice lies the need to ensure the trust of supporters is not violated. This requires openness, transparency and respect on the part of all those involved in fundraising activities in the name of the UCARE.**

**As such, the following principles exist to guide those involved in fundraising activities at the UCARE:**

**Requests for philanthropic donations made on behalf of UCARE will be:**

Truthful; accurately describe UCARE's activities and the intended use of those funds; respect the dignity and privacy of those who benefit from the UCARE's philanthropic activities.

**Volunteers, employees and hired fundraisers who ask for or receive philanthropic funds on behalf of the UCARE shall:**

Adhere to the provisions of this code; act with fairness, integrity and in accordance with all applicable laws; cease engagement with a prospective donor who identifies fundraising requests as harassment or undue pressure; disclose immediately to UCARE any actual or apparent conflict of interest; not accept donations for purposes that are inconsistent with UCARE's mission.

**Paid fundraisers, whether staff or consultants, will be**

Compensated by a salary, retainer or fee, and will not be paid finders' fees, commissions or other payments based on either the number of gifts received, or the value of funds raised.

**UCARE will never sell its supporters lists**.and will operate under GDPR guidelines May 2018.

**All representatives of the UCARE involved in fundraising activities will:**

Adhere to all fundraising and data protection guidelines and legislations; follow all UCARE codes relating to equal opportunities, harassment, bullying, health and safety, employment, grievance and public interest disclosure. observe all legal and ethical requirements as laid down by the UCARE and other appropriate bodies involved with fundraising.

**Use of UCARE logo and charity number**

Any supporter who asks for and uses the UCARE logo must do so with UCARE's permission and in accordance with its intended purpose and in no other circumstances that would harm the charity's reputation. UCARE retain the right to approve use of their logo and design of published materials such as event posters, clothing and advertising. UCARE have the right to withdraw this permission. Use of the UCARE logo purely for financial gain of the supporter will not be considered.

**Commercial partnerships with UCARE will be dealt with on request.**

I understand and agree with this code of conduct Name.....

Signature .....date.....