

29 March 2017

**Compliance by the Caring and Sharing Association with
the *Statement of Guiding Principles for Fundraising***

The Caring and Sharing Association (CASA) is committed to complying with the *Statement of Guiding Principles for Fundraising* and has formally discussed and adopted the Statement at a meeting of the board of management.

CASA confirms its commitment to the principles set out in the *Statement of Guiding Principles for Fundraising* by a statement to that effect in its annual report.

CASA has a Donor Charter which is consistent with *Statement of Guiding Principles for Fundraising* and compliance reports are received regularly by the governing body.

CASA considers the *Statement of Guiding Principles for Fundraising* when planning all fundraising activity.

CASA provides honest, open and transparent disclosure when fundraising from the public.

CASA has appointed a member of the governing body to be responsible for compliance with the *Statement of Guiding Principles for Fundraising*.

CASA ensures that all fundraising staff are provided with information and training on the *Statement of Guiding Principles for Fundraising* and its implementation.

CASA has a feedback and complaints procedure consistent with the *Statement of Guiding Principles for Fundraising*. Feedback is recorded for review by relevant staff including the Directors and the board of management. Feedback is responded to promptly and appropriately.

CASA prepares financial reports consistent with the requirements of the Charities Act 2009 which include a statement concerning the extent to which the control of the organisation is independent of its funding sources.

CASA ensures that all donations are tracked and recorded and complies with data protection requirements.

CASA is accessible to the public through a number of readily available contact options including email, telephone or visit to our office or charity shops as referenced on our website www.casa.ie.



Martin Vaughan
Company Secretary



Una Sheahan
Director

29 March 2017

Donor Charter - Caring and Sharing Association

As a charity seeking donations from the public we, the Caring and Sharing Association aim to comply with the *Statement of Guiding Principles for Fundraising*.

Our pledge is to treat all our donors with respect, honesty and openness.

We commit to being accountable and transparent so that donors and prospective donors can have full confidence in the Caring and Sharing Association. We promise we will effectively apply your gifts to us for their intended purposes.

We commit that you, our donors and prospective donors, will:


- Be informed of the organisation's mission, and of the way the organisation intends to use donated resources.
- Be informed of the identity of those serving on the organisation's governing board, and that the board will exercise prudent judgement in its stewardship responsibilities.
- Have access to the organisation's most recent financial statements.
- Be assured your gifts will be used for the purposes for which they were given.
- Receive appropriate acknowledgement and recognition.
- Be assured that information about your donation is handled with respect and with confidentiality to the extent provided by law.
- Expect that all relationships with individuals representing the charity will be dealt with professionally.
- Be informed whether those seeking donations are volunteers, employees of the organisation or hired third party agents.
- Have easily available the agreed procedures for making and responding to complaints.
- Have the opportunity for any names to be deleted from mailing lists and to be informed if the organisation intends to share the mailing lists with third parties.
- Receive prompt, truthful and forthright answers to questions you might have of the organisation.


If you do have a comment about any aspect of our work, you can contact the Caring and Sharing Association in writing or by telephone. In the first instance, your comment will be dealt with by our Office Manager. Please give us as much information as possible and let us know how you would like us to respond, providing relevant contact details.

Write to: Office Manager, Caring and Sharing Association, Carmichael Centre, North Brunswick Street, Dublin 7.

Tel: 01 8725300

Email: info@casa.ie


Martin Vaughan
Company Secretary


Una Sheahan
Director