

V-Aid (Victual Aid)

Volunteer Fundraising Behaviour Policy



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approved by Trustees on 13/10/26

The policy will be subject to an annual review.

Signed: *C. Lau* (Christin Lau on behalf of Trustees)

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Scope

V-Aid greatly values the support of people who choose to raise funds for the charity. This policy provides guidance for voluntary fundraising carried out in aid of V-Aid. Unless specifically agreed otherwise, volunteer fundraisers act as independent supporters and not as employees, agents or representatives of V-Aid.

Responsibilities

You agree to follow this guidance and any other instructions provided by us relating to your fundraising.

We are always happy to offer any advice and to help if we can, but it is your responsibility to organise all aspects of any fundraising activity undertaken by you.

If you are under 18, appropriate permission or involvement from a parent, guardian or responsible adult may be required depending on the nature of the fundraising activity.

You agree to organise your fundraising as an independent supporter of V-Aid. You should therefore refer to raising money “in aid of” V-Aid, rather than on our behalf.

You will be responsible for any costs, taxes or expenses incurred or arising in connection with your fundraising.

Sponsorship Money and Donations

You agree to pay all of the money raised to us as soon as possible after the event (and subject to any agreed timescale), and in accordance with our instructions. You may not deduct any costs unless otherwise agreed by us.

Gift Aid enables us to recover basic rate tax on donations from taxpayers, making their donation larger and even more valuable. Please encourage donors and/or sponsors to make Gift Aid declarations where eligible, which may enable us to recover basic rate tax on such donations. You can [download declaration form to use here](#).

Personal Data and Consent

V-Aid may use information provided by volunteer fundraisers where necessary to communicate about, support or administer their fundraising activity.

Where a person has chosen to receive wider news or communications from V-Aid, their contact preferences will be respected. Personal information will be handled in accordance with V-Aid's Data Protection Policy and applicable data protection requirements.

Imagery & Videos

V-Aid welcomes photographs and videos from fundraising activities and may use suitable material for publicity, fundraising, social media or other charitable communications.

Anyone providing photographs or videos should take reasonable steps to ensure that people who are clearly identifiable are aware of the intended use and that appropriate permission has been obtained where required. Particular care should be taken with images involving children or vulnerable individuals.

V-Aid may decide not to use any photograph or video where there are concerns about consent, safeguarding, privacy or suitability.

Liability

Volunteer fundraisers are responsible for organising their own fundraising activities unless V-Aid has specifically agreed otherwise. They should take reasonable steps to protect the health and safety of those involved and comply with any legal requirements relevant to the activity, including obtaining licences, permissions or consents where necessary.

Fundraisers should not assume that V-Aid's insurance covers independently organised fundraising activities. Where insurance may be required or there is uncertainty, the fundraiser should contact V-Aid before proceeding.

V-Aid may ask a fundraiser to change or stop an activity where there are significant concerns about safety, legality, safeguarding or the reputation of the charity.

Behaviour

Fundraising carried out in aid of V-Aid should be respectful, honest and considerate of members of the public. Fundraisers must not place undue pressure on anyone to donate, behave in an unreasonably persistent way or intrude unreasonably on a person's privacy.

If someone clearly indicates that they do not wish to engage or donate, that decision should be respected.

We do not smoke or drink alcohol while wearing clothing with our charity branding/logo.

We avoid causing an obstruction, congestion or being a nuisance to the public. We do not deliberately block the path of members of the public.

We treat the locations we are fundraising at with respect.

We do not knowingly approach people who are carrying out official duties, such as uniformed officials while they are on duty or people who are clearly working.