



# Galway International Arts Festival

## FUNDRAISING POLICY

The following Fundraising Policy has been created in line with guidance from The Charities Regulator in Ireland and aims to comply with its Guidelines for Charitable Organisations Fundraising from the Public. GIAF regularly monitors its compliance with The Charities Regulator regarding all of its responsibilities as a charitable organisation.

As a registered charity, Galway International Arts Festival seeks funds from public and private entities to help achieve its mission. Fundraising activities, which include the cultivation of sponsors, donors and grant-making entities, are carried out by dedicated staff members who have a responsibility to fidelity, transparency, clarity and fairness and are overseen by the Board of Directors. Galway International Arts Festival does not recruit volunteers for the purpose of fundraising.

Funding is sought for special projects as well as for general operation expenses. All information regarding donors and their contributions gained in confidence will be kept in confidence by the fundraising professional.

The organisation's policies regarding data protection also apply to those involved in its fundraising. Galway International Arts Festival is compliant with the General Data Protection Regulation introduced 25 May 2018. See the GIAF Privacy Statement [here](#).

The organisation has a zero tolerance policy in regard to theft or fraud on the part of any fundraising professional.

In addition to the principles set out in GIAF's Donor Charter, available [here](#), the organisation endows its fundraisers with the responsibility to:

- ✓ be trustworthy and conduct themselves at all times with integrity and honesty, acting openly and in such a manner as to ensure that donors are not misled
- ✓ ensure that their actions enhance the charitable purpose and reputation of the organisation
- ✓ be able to state the purpose for which funds being collected will be used
- ✓ have knowledge about the aims and objectives of the charity and be able to inform donors of where they can find supplementary information
- ✓ not knowingly or recklessly disseminate false or misleading information in the course of their professional duties, nor permit others to do so
- ✓ not unreasonably intrude on the privacy of those from whom donations are being solicited
- ✓ not make unreasonably persistent approaches nor exert undue pressure on people to make donations to the organisation
- ✓ not act in a manner inconsistent with these Guidelines, or cause or permit others to do so
- ✓ not exploit any relationship with a donor, volunteer or employee for personal benefit or misuse their position for personal gain, and
- ✓ comply with all legal requirements which relate to their activities and advocate adherence to these within the organisation which employs them or for which they volunteer

## **Enquiries, Issues and Concerns**

Anyone wishing to speak to a fundraising staff member about a donation may email Hilary Martyn at [hmartyn@giaf.ie](mailto:hmartyn@giaf.ie) or Aisling O'Sullivan at [friends@giaf.ie](mailto:friends@giaf.ie) .

Any questions or concerns regarding fundraising at Galway International Arts Festival may also be directed to [info@giaf.ie](mailto:info@giaf.ie), after which it will be forwarded on to the appropriate staff member and dealt with in a timely manner. If you wish to report an issue with the fundraising practices of the organisation, your complaint will be addressed and further action taken within 30 days of receipt of the complaint.

Concerns or complaints may also be sent by post to the GIAF offices at:

Galway International Arts Festival  
Black Box Theatre  
Dyke Road  
Galway  
Ireland  
H91 C9PP

If after these steps the matter has not been resolved to your satisfaction, you have the right to raise the issue with the Charities Regulator, whose contact details can be found on their [website](#).