



## **FUNDRAISING POLICY**

### **British Kashmiri Medical Association (BKMA)**

Version 1.1 | Review cycle: Every 2 years

#### **Policy Statement**

The British Kashmiri Medical Association (BKMA) is a charitable organisation established to advance healthcare, education, training, and charitable medical support, including work carried out overseas.

Fundraising is essential to enable BKMA to:

- Support healthcare projects and initiatives
- Fund medical education and training
- Deliver charitable activity in the UK and overseas
- Respond to healthcare and humanitarian needs

BKMA is committed to ensuring that all fundraising activities are carried out:

- Lawfully and ethically
  - In line with charity law and regulatory guidance
  - With transparency and accountability
  - In a manner that protects the charity's reputation
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- BKMA will fundraise in a way that is lawful, ethical, transparent, and respectful.
  - Funds raised will be applied only to BKMA's charitable objectives, with proper trustee oversight.
  - BKMA will protect public trust by maintaining clear records, truthful communications, and robust financial controls.

## **1. Purpose**

- To set clear standards for all fundraising carried out by, or on behalf of, BKMA.
- To ensure fundraising supports BKMA's charitable aims and protects the charity's reputation.
- To ensure restricted funds, donations, and event income are handled properly.

## **2. Scope**

- Applies to trustees, officers, volunteers, and anyone fundraising on BKMA's behalf.
- Covers events, appeals, campaigns, online giving, one-off and regular donations.

## **3. Trustee Oversight**

- Trustees retain overall responsibility for fundraising decisions and standards.
- Trustees will ensure fundraising is consistent with BKMA's charitable purposes and legal duties.
- Operational fundraising may be delegated, but accountability remains with trustees.

## **4. Fundraising Conduct and Standards**

- No misleading statements, exaggeration, or pressure on donors.
- No aggressive or intrusive fundraising practices.
- Fundraising communications must be accurate about the purpose of the appeal and the intended use of funds.
- Any conflicts of interest must be declared and managed under BKMA's Conflict of Interest Policy.

## **5. Restricted and Unrestricted Funds**

- Restricted funds will be used only for the purpose stated by the donor/appeal.
- Restricted funds will be tracked clearly in records and accounts.
- Unrestricted funds may be used at trustee discretion to support BKMA's work.

## **6. Events, Donations and Financial Controls**

- Event income and expenditure will be recorded accurately and promptly.
- Cash handling will be minimised; where cash is collected, appropriate controls will be used (e.g., two-person count where possible).
- All funds raised will be banked/transferred into BKMA accounts as soon as practicable.
- Donor data will be handled in line with BKMA's Data Protection Policy.

## **7. Third-Party Fundraising**

- Any third party fundraising arrangement must have trustee oversight and clear written expectations.
- BKMA's name and reputation must not be used inappropriately.
- BKMA will end arrangements where standards are not met.

### **8. Complaints and Feedback**

- Fundraising complaints will be taken seriously and handled promptly and fairly.
- Complaints should be sent to: thebkma@outlook.com
- Learning from complaints will be used to improve practice.

### **9. Monitoring and Review**

- Trustees will review fundraising performance and risks periodically.
- This policy will be reviewed every 2 years or sooner if required.

### **Approval and Sign-off**

- Approved by the Board of Trustees of BKMA.
- Approval date: \_\_25/01/26\_\_\_\_\_
- Review date (2 years from approval): \_\_January 2028\_\_\_\_\_

Name: \_\_Tafazul Hussain\_\_\_\_\_

Role: Trustee

Signature: \_\_\_\_\_  


Date: \_\_25/02/26\_\_\_\_\_