

## **Milngavie in Bloom Policies Paper**

### **Donations Policy**

It is the policy of the Association to accept public donations to help support its main aims and objectives as outlined in its constitution. This can be from its own fund-raising activities or direct donations.

The Association will use all reasonable endeavours to identify, where possible, all single donations in excess of £100 with such donors receiving a formal acknowledgement.

Where a donation is specified for a particular use, the Association's management committee will consider the appropriateness of the request in relation to its main aims and objectives. If it is considered that the Association is unable to meet this request it may suggest an alternative use for the donation or a more relevant organisation, subject to the donor's approval. Failing which the donation will be returned.

The Association will refuse to accept, or will return donations, where it is not satisfied with their source or the conditions of use attaching to them.

### **Sponsorship Policy**

It is the policy of the Association, at present, not to seek sponsorship of any of its current activities. It does, however, reserve the right to consider making approaches to appropriate third parties for sponsorship arrangements of any of its current activities or future initiatives/activities to be undertaken, if deemed by its management committee to be in the best interests of the Association. It will also consider any sponsorship approaches received from appropriate third parties for any of its current activities. Any requests to be made and/or approaches received, will be considered, and approved by the Association's management committee.

### **Reserves Policy**

It is the policy of the Association to retain minimum unrestricted cash reserves equal to the average annual expenditure over the preceding three years as per its annual certified accounts. This figure will be calculated on a rolling monthly basis in order to ensure that the Association can meet the estimated costs of its ongoing and committed activities for the following 12-month period.

### **Expenditure Policy**

Anyone planning to spend more than £200 shall first seek the agreement of the Gardening or Cleansweep Convenor. Anyone planning to spend more than £500 requires the prior approval of the Association's Management Committee unless it is part of the usual expenditure under the aegis of the Gardening Group. All new activities which may require an initial financial investment of more than £200 will require the prior approval of the Management Committee. Guidance will be given to volunteers.

### **Grants Policy**

It is the policy of the Association to apply for appropriate grant funding for specific initiatives which support and enhance its main aims and objectives as outlined in its constitution. The Association's management committee will consider, and approve, all grant applications to be submitted.

### **Partnership Policy**

It is the policy of the Association to work with appropriate third parties on partnership basis to help support its main aims and objectives as outlined in its constitution. The Association's management committee will consider, and approve, all partnership proposals.