



Gaelic Woodland Project

• PEOPLE-POWERED REFORESTATION •

Community Fundraising on behalf of Gaelic Woodland Project

Terms & Conditions

Updated: September '23

Application and Authority

If you'd like to organise a fundraising event of your own, based around your own skills or your organisation's services to help support our reforestation efforts, we'd love to hear from you.

Please take note of the requirements and procedure listed below:

- 1) Complete the online application form prior to the event.
- 2) Be 18 years of age or over (if under 18 years of age, a parent or guardian's permission would be considered).
- 3) Please do not advertise your event until you have received approval from GWP.
- 4) You must have the appropriate insurance and permissions for any large scale events.
- 5) Any events held in public spaces should have health and safety as a number one priority.
- 6) Gaelic Woodland Project will not take responsibility for any incidents at events run by third parties.

Responsibilities of Fundraisers:

We require integrity and honesty from fundraiser organisers; and that they'll act openly and transparently to ensure potential donors are not misled. In appropriate alignment with the Charity Regulator's guidelines, fundraiser organisers should:

1. Ensure their actions align with the charitable purpose and reputation of the charity.
2. Disclose if they are employees of the charity or third party agents.
3. Have a general knowledge of the aims and objectives of the charity in order to clearly state the purpose of funds being collected, as well as pointing donors towards supplementary information

4. Not knowingly or recklessly disseminate false or misleading information or permit others to do so.
5. Be respectful of the privacy of those from whom donations are being solicited.
6. Not exert any pressure or persistency on possible donors to make donations.
7. Not exploit any relationship with a donor or volunteer for personal benefit or gain
8. Comply with all legal requirements which relate to their activities proposed.

Please visit <https://www.charitiesregulator.ie/media/1265/guidance-for-fundraising-english.pdf> to read the complete guidelines.

Use of the 'Gaelic Woodland Project' name and logo.

1. The name of your event must not have the Gaelic Woodland Project in its title.
2. The only graphic reason to include the GWP logo is to advise that the event will benefit the GWP, as beneficiaries of the event. A good formula is: **'Event Title' in aid of the Gaelic Woodland Project**
3. Prior approval must be obtained from GWP with regards to printed material, publication and digital advertisements for the event.
4. You must request and obtain the GWP Logo directly from us so we can provide the appropriate version. Please do not copy/paste or download our logo from other sources.
5. GWP must sign off any materials carrying the logo before they go to print.

General Community Fundraising Guidelines

1. Every event must be run in accordance with all applicable laws. It is the sole responsibility of the Event Organiser(s) to ensure this compliance with law and requirements.
2. Approval to repeat an event must be requested.
3. GWP's involvement with your event can only be by way of guidance and advice.
4. Unless purposefully set up as a collaboration, the overall running of the event (including expenses, promotion, insurance, record-keeping and risk-assessment) is the organiser's responsibility.
5. GWP's Public Liability insurance does not extend to external fundraising events - we recommend you seek independent insurance advice for public events.
6. The sales of goods or services must have prior approval from GWP to benefit from their sales.
7. You must advise GWP of any changes to the details of your event after application submission.

Cash handling and banking

1. Please note that all net proceeds from the event must be submitted to GWP within 30 days of event completion.

2. Funds can be donated directly on our website, or by bank transfer. Please contact GWP if unsure or if you require another method.
3. Please contact us at info@gaelicwoodlandproject.com for bank details.
4. In some cases and in accordance with best practice under the 2009 Charities Act a full set of accounts of income and expenditure should be submitted with your return.

Disclaimer

To the fullest extent allowed by law, the Event Organisers agree to:

1. Release GWP from claims and demands of any kind arising from or related, directly or indirectly, to the fundraising event;
2. Indemnify and hold GWP harmless from any and all liability resulting from loss, damage or injury of any kind and in any way connected, directly or indirectly, with the fundraising event.