

## Donor Policy

Donations to TINZ will always be considered by the TINZ Board in terms of this policy prior to acceptance.

Intending donors will always be required to understand and agree that this TINZ policy will apply to our acceptance of any donation, in funds or kind. A strong donor relationship on the basis of openness and honesty between TINZ and donors is basic to the way we will work, and can be the basis of expanded TINZ and donor efforts together, to further our objectives into the future.

TINZ will always treat donors with respect, openness, honesty and ensure timely communication.

Donations may be provided in funds or services or other value to TINZ, and may be in one single donation transaction, or spread over a period of time by agreement. In all circumstances this policy will apply.

Acceptance of donated funds or services brings responsibility. This policy recognises that TINZ holds a responsibility to understand adequately and be agreeable to the bona fides of the donor (individual or organisation), the purpose of the donor in making a contribution, the derivation of the donation funds or other income gathered by the individual or organisation, the overall purpose and objectives of the individual or organisation, the ways they conduct their business and how they are perceived by society. Any difficulty in TINZ gaining this information will constitute good reason to decline the donation and any relationship with the donor. Failure of the TINZ Board to be satisfied with all this information will also result in the donation being declined.

Any donation from an organisation whose activity may bring TINZ into public disrepute by association will be declined. Donors (individual or organisation) should understand that they are entering an involvement with TINZ in which they are responsible for any integrity lapse that concerns TINZ, so any such occurrences should be raised with TINZ and may result in any of: cessation of relationship, public statement by TINZ and availability of TINZ advice or expertise to remedy the donor's performance to prevent the problem recurring.

The donor will be informed of TINZ values and purpose. If the donor is not in agreement with our objectives then TINZ will decline the donation.

The donor will confirm in writing their acknowledgment and acceptance that their donation will not imply or create any expectation of any current or future decision or action by TINZ in favour of the donor or donor organisation (unless it is a part of a properly recorded relationship agreement, subject to TINZ policy). In particular, the donor acknowledges and accepts that TINZ, in its absolute discretion, may make public statements regarding the donor that criticise the donor's actions if those actions are contrary to the values of TINZ, who will communicate accordingly to the donor prior to public statement. No publicity by TINZ concerning the donor or the donation should be implied or expected, unless it forms a part of a properly recorded relationship agreement.

All donations in funds or services will be recorded in TINZ annual report and accounts and also in a Donations Register which will be available for public scrutiny. Anonymous donations will not be accepted under any circumstances.

Donations in funds or kind intended for a specific TINZ purpose will be the subject of a relationship agreement in which TINZ and the donor agree the application of funds or effort to achieve stated objectives, which may be a specific project or TINZ activity or event. Any requirements or expectations concerning results or outcomes and their reporting, measurement and timeframes will be stated in the relationship agreement, along with the agreed steps in the event that the expectations or objectives are

not achieved. In the absence of such an agreement for specified application of the donated funds or services, no expectation or unwritten 'tagging' of funds is accepted.

No agreement will be entered into or a donation accepted with attaching conditions or outcomes that are onerous on either party or which expose TINZ to subsequent risk or liability.

TINZ will not accept funds or services as donation if they are derived from any of the following activities or services:

- Illegal, terrorist or criminal activity
- Armaments trade or manufacture
- Tobacco
- Drugs
- Pornography or associated activity
- Alcohol manufacture or trade
- Political parties or political organisations