



Grace House Community Centre

Donations Policy

Donations to Grace House Community Centre (GHCC) are managed by our partner organisation Globalteer. It is Globalteer's policy to accept funding from any donor whether monetary or in kind, provided that acceptance does not: -

- impair Globalteer's independence to pursue its charitable objectives
- endanger its integrity and reputation
- come with strict stipulations on how the donation will be used, classified as restricted funds by the Charities Commission UK.
- incur costs to be paid by Globalteer / GHCC to receive in kind donations.

All donations made directly to GHCC/ Globalteer will be used in accordance with our charitable objectives in the way in which the Project Manager and Board of Directors believe best meets those objectives. Whilst we are open to all ideas on how you would like the donation to be used we reserve the right to make the final decision on this. GHCC / Globalteer often accept donations for specific purposes and we will of course, honour the wishes of the donor if it is practicable to do so and there is not a more pressing need elsewhere.

When a donation is made directly to GHCC / Globalteer, if the value of that donation is over £1000 we will provide you with a report on exactly where that money was spent if requested. We are equally grateful for smaller donations but as we try to keep our staff numbers to a minimum to reduce overheads we will not be able to produce individual reports on smaller donations. GHCC / Globalteer are unable to cover bank charges or currency fluctuations for large donations so the final amount spent on the project may be slightly less than donated, typically 5%. Sometimes GHCC are unable to complete a project due to price rises in things such as building materials between the time of the original quote and the actual construction, GHCC will then attempt further fundraising to complete the project.

Making a Donation

Through Globalteer's status as a UK registered charity we have been able to provide web based fund raising pages for Grace House Community Centre. If you would like to make a donation to Grace House please make your donation using this web page.

When you make your donation on Virgin Money Giving you can, if you wish, express how you would like to see the money spent in the comments box if you haven't already had prior discussions with the Grace House Project Manager.

Globalteer will forward the money to the project once it has been received from Virgin Money Giving in their next scheduled payment, this will usually take 4-6 weeks. The project has differing needs and it may be that you suggested the donation be spent on

sports equipment but the money is then used to pay the teachers' salaries that month as that was a more pressing need for the project. The final decision on how the donation is spent rests fully with the Grace House Community Centre management board.

If for some reason you are unable to make your donation by using the Virgin Money Giving page you can, with prior agreement, make the donation by cheque to Globalteer nominating Grace House as the recipient. We will then pass the money on as soon as is practicable. Please consider that as we have no full time staff in the UK it may be anything up to 3-4 months before we cash your cheque in the UK. We will then pass it to the project the next time we make a payment to Grace house, all told this process could take up to 6 months. We strongly suggest that if at all possible your kind donation is made directly through the relevant web page.

You can also pay larger amounts over (\$500) directly into Grace House Community Centre's bank account in Cambodia. GHCC are charged \$10 for each deposit.

Bank: ANZ Royal Bank (Cambodia) Ltd, Phnom Penh

Swift code: ANZBKHPP

Account Name: **Community Center of Grace House (note spelling)**

Account number: **1771711**

Thank you for your support

Bridget Cordory

Project Manager

June 2012