



interpeace

## **Fundraising Policy**

## 6. Accounting Policies and Definitions

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### 6.2 Gifts in Kind

Receipts for in kind contributions (contributed goods and services) shall be accounted for at the item's fair market value at the time of the gift in accordance with current accounting standards.

### 6.3 Grant Acknowledgement

All donations and contributions, whether in money or material, shall be acknowledged by an Interpeace receipt and a "thank you" letter which shall be issued in a timely fashion.

### 6.4 Donor Restrictions Policy

Although Interpeace desires to broaden its base of contributors, it is committed to doing so in a manner which protects its reputation and supports its commitment to independence in the execution of its peace building mission. This means that all potential private individual and organisational donors must be checked for legitimacy, reputation and any potential conflict of interest with Interpeace's values and/or current peacebuilding missions before soliciting or accepting a donation.

The review process will include a request for information needed for the verification of identity, a general internet search, and specific verification by the use of the internet-based compliance checking software. See the current Interpeace Work Instruction for the specific use of this tool.

### 6.5 Donor Agreements

Donor agreements are contracts between Interpeace and the donor, under which the donor agrees to fund particular activities and Interpeace agrees to implement those activities. The agreement may be for unrestricted funding, or may impose restrictions as to the use of the funding (e.g. General Programme, Thematic or Project).

All donor agreements must be signed by two signatories. Authorised signers at Interpeace are the Heads of Office, Director of Program Development, Director of External Relations and Chief of Staff, DDG Operations or L & D, CFO and DG.

## 6.6 Restricted Funds

Restricted funds are those received from donors under specific agreements and for specific purpose(s). These funds are subject to a restricted use, either by activity (project or component within a project) or by geographic location, or other restrictions on use as specified in the donor agreement.

## 6.7 Unrestricted Funds

Unrestricted Funds are any donations received which are free of any donor-imposed restrictions on the use thereof. Initially restricted funds may later become unrestricted after a donor-specified time limit or other requirements have been met.

## **Fundraising policy**

**Our Funding:** Interpeace receives funding support from governments, the European Union, the United Nations, foundations and the private sector and individuals. In 2015, Interpeace's income was US\$27.8 million. Of this, US\$23 million was for specific projects (restricted funding) and US\$4.8 million was unrestricted funding. Interpeace received restricted funding (which is limited either by region, programme or specific earmarking within a programme) and unrestricted support (which goes toward the organization's programme of work without restriction as to its use).

**Partnerships with the business sector:** Interpeace additionally forges strategic partnerships with actors in the private sector, such as private companies (Interpeace and Ben & Jerry's developed a partnership) or private banks (Mirabaud & Cie, a Geneva-based private bank, through a funds of fund investing in emerging markets while supporting peacebuilding work in conflict-affected countries).

**Applying for funds:** When applying for funds for restricted funding, Interpeace submits applications through project-specific *calls for application* either from governments, foundations or international organizations. Open *calls for application* are regularly available on the websites or online platforms of various governments and institutions. Interpeace has also developed a number of strategic partnerships with governments and other institutions, which provide Interpeace with unrestricted funding. Interpeace seeks to diversify its sources of funding, and regularly engages with foundations and actors in the private sector to explore synergies and new opportunities.

**Funding management:** Within Interpeace, the Head of the Global Engagement Unit is responsible for managing and coordinating fundraising efforts at an institutional level, including the day-to-day management of strategic partnerships. Head of Units and Programme Officers are responsible for programme-specific fundraising efforts and management.