

Monetary Donations Acceptance Policy

1. Introduction

The Library is a registered charity. In addition to our funding from the States of Guernsey, we rely on the support of the community to maintain and develop our vital service, and to improve people's lives in the Bailiwick.

We greatly appreciate the generosity of individuals and organisations who support us in this mission. Monetary donations play a critical role in enhancing our services and collections. To ensure transparency, accountability, and alignment with our mission, we have established this Monetary Donations Acceptance Policy to guide the acceptance of financial contributions.

2. Guiding Principles

When we consider accepting monetary donations, we are guided by the following principles:

a) Legal and Ethical Compliance

We adhere to all relevant laws, regulations, and ethical standards in the acceptance of monetary donations. We reserve the right to decline any donation that may pose legal or ethical concerns, including donations from sources engaged in illegal activities or those that would compromise the integrity of the Library.

b) Transparency and Accountability

We maintain transparency and accountability in our donation acceptance process, ensuring that donors understand how their contributions will be used and that donated funds are allocated responsibly.

c) Donor Privacy

We respect the privacy of our donors and ensure that their personal information is handled confidentially and in full compliance with GDPR. Donors can choose for themselves whether

they wish their identity to be known, or would prefer to remain anonymous.

d) Recognition

We appreciate and acknowledge the generosity of our donors through appropriate forms of recognition, which may include acknowledgment letters, recognition on our website or through our communication channels, or other appropriate forms of appreciation following discussion with the donors concerned.

3. Types of Monetary Donation Accepted

a) Unrestricted Donations

We welcome unrestricted monetary donations that provide flexibility in addressing the most pressing needs of the Library. Including but not limited to collection development, service expansion, building or facilities improvements, and technological or equipment upgrades.

b) Designated Donations

Donors may choose to designate their contributions to specific initiatives, services, or projects within the library. Designated donations must align with the Library's mission and operational priorities and must be approved in advance by Library management.

c) Endowments and Planned Gifts

We welcome endowment funds and planned gifts, such as bequests, trusts, and annuities, which provide long-term financial support for the Library's sustainability and growth. Donors interested in making such contributions are encouraged to consult with Library management to ensure that their intentions are properly understood and documented.

4. Types of Monetary Donation Not Accepted

a) Donations with strings attached

We do not accept monetary donations that come with restrictions or conditions that are incompatible with our mission or operational requirements.

b) Donations from disreputable sources

We reserve the right to decline donations from sources engaged in illegal activities, unethical practices, or behaviour that contradicts or undermines the Library's values.

c) Anonymous donations with unverifiable origins

While we respect the wishes of donors who choose to remain anonymous, we may decline monetary donations if their origins cannot be verified or if accepting such donations may raise concerns about compliance with legal or ethical standards.

5. Review & Revision

This policy will be reviewed annually to ensure its continued relevance and effectiveness, and will be revised and updated as necessary.

Approved by: Cornelia James (Chief Librarian)

Date: October 2024

Date of next review: October 2025