

Public Donation Policy

① First approved by the Board of Trustees:

① Last updated: 14 May 2025

① Review cycle: Annually

1. Purpose

This policy governs the acceptance and management of public donations made via Algebra X's digital channels, ensuring that all contributions support the charity's mission while aligning with its ethical standards, values, and legal obligations.

2. Scope

This policy applies to all donations received through Algebra X's website, including one-off and recurring contributions from individuals and organisations.

3. Donor Eligibility and Ethical Alignment

All donors must confirm that:

- They are legally entitled to make a donation.
- Their donation is not derived from or connected to illegal activity.
- Their personal or organisational values are not in conflict with Algebra X's vision, mission, and values.

Donors must accept the Donor and Supporter Code of Conduct as part of the donation process. Algebra X reserves the right to refuse, return, or refund any donation that is deemed, in the sole discretion of its trustees, to:

- Pose reputational, legal, or ethical risk.
- Undermine the charity's independence or alignment with its core values and priorities.
- Contravene UK law or charity guidance.

4. Use of Donations and Gift Aid

Donors may be offered the option to restrict their donation to specific programmes or causes supported by Algebra X. Where such a preference is indicated, Algebra X will make reasonable efforts to ensure the funds are applied accordingly.

However:

- Algebra X retains the right to apply funds flexibly, especially where needs or operational realities evolve.
- All Gift Aid reclaimed from donations will be treated as unrestricted funds and may be used to support the charity's core costs and administrative functions.

5. Recovery of Transaction Costs

Algebra X may recover the cost of processing donations, such as third-party payment fees. This cost may either:

- Be deducted from the total amount of the donation received, or
- Be added voluntarily by the donor at the point of transaction, where an option is presented.

This ensures the charity receives the intended value of support while covering the cost of processing.

6. Simplified Due Diligence for Small Donations

Algebra X will apply a risk-based approach to due diligence, in line with its Due Diligence Policy:

- Donations under £5,000 p.a. will be subject to simplified Know Your Donor (KYD) checks, with automated monitoring and spot checks for anomalies.
- Larger donations, or those flagged for review, may be subject to additional verification before acceptance.

Algebra X retains the right to escalate checks where patterns, frequency, or donor profile raise potential concerns.

7. Recurring Donations

Donors will be given the option to set up recurring donations (e.g. monthly). These are subject to the same ethical and compliance review as one-off donations. Donors can manage or cancel their recurring support at any time via tools provided on the donation platform.

8. Data Privacy and Third-Party Sharing

Personal data collected during the donation process will be used to:

- Process the donation.
- Claim Gift Aid, where applicable.
- Issue receipts and provide updates to the donor.
- Conduct appropriate due diligence.

Data will be securely shared with authorised third-party payment processors strictly for the purpose of handling the donation. Algebra X complies with UK GDPR and will not use donor data for marketing without explicit consent.

9. Use of Website to Support Other Charities

From time to time, Algebra X may use its digital donation platform to facilitate or promote donations to other charities or causes aligned with its mission. This may include redirection to external charity donation portals. Donors will be clearly informed when they are donating to another organisation and that their transaction and data will be processed by the respective charity and/or its payment provider.

10. Refunds and Return of Donations

Donations may be returned in the following cases:

- Made in error and requested promptly.
- Found to be associated with reputational or legal risk.
- Associated with donors or sources whose activities are inconsistent with the charity's policies.

All returns of donations will be reviewed on a case-by-case basis, with final approval by the Managing Director (for donations under £5,000) or the Board of Trustees (for higher-value donations or sensitive issues).