

Reference Number: UHB 601 Version Number: 1	Date of Next Review: 15.09.2029 Previous Trust/LHB Reference Number:
Protocol for using Charitable Funds to support external third sector organisations and individuals	
Policy Statement To ensure the Health Charity delivers its aims, objectives, responsibilities and legal requirements transparently and consistently, we will ensure we abide by Charitable law, industry regulations, and charitable best practice.	
Policy Commitment The Health Charity is committed to ensuring Charitable Funds are acquired and spent in a fair, transparent and equitable manner.	
Supporting Procedures and Written Control Documents <i>Other supporting documents that the reader needs to be aware of alongside this document:</i> • Ethical Fundraising Policy • Fundraising Policy • Charitable Funds Financial Controls Procedure • Declaration of Gifts, Hospitality and Sponsorship Procedure • Declarations of Interest • Procurement Guide	
Scope This policy applies to all involved with the Cardiff and Vale Health Charity, including the Trustee, members of the Charitable Funds Committee, team members, fund holders, others in the Cardiff and Vale University Health Board with oversight of charitable activity, freelance team members, and volunteers.	
Equality & Health Impact Assessment (EHIA) Part 1 - Equality Impact Assessment (EQIA)	An Equality Impact Assessment (EqIA) has been completed and this found there to be a positive impact. Key actions have been identified and these are incorporated within this controlled document.

Equality & Health Impact Assessment (EHIA) Part 2 - Health Impact Assessment (HIA)	A Health Impact Assessment (HIA) has been completed and this found there to have no impact. Key actions have been identified and these are incorporated within this controlled document.
Policy Approved by	Charitable Funds Committee
Group with authority to approve procedures written to explain how this policy will be implemented	Health Charity
Accountable Executive or Clinical Board Director	Executive Director of Finance

Summary of reviews/amendments			
Version Number	Date Review Approved	Date Published	Summary of Amendments
1	Approved by Charitable Funds Committee 15.09.2026	21.09.2026	<i>New document</i>
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Protocol for using Charitable Funds to support external third sector organisations and individuals

1. Purpose

This protocol sets out the circumstances in which Cardiff & Vale Health Charity may provide funding to another registered charity, not-for-profit organisation, or individual, ensuring that all funding decisions:

- Further the charitable purposes of the Cardiff & Vale Health Charity.
- Deliver a clear benefit to patients, staff, or healthcare services within Cardiff and Vale University Health Board.
- Protect the reputation and public trust in the Cardiff & Vale Health Charity.

2. Scope

This protocol applies to:

- Grant awards to external charities, third sector organisations, or individuals.
- Partnership projects involving external charities, third sector organisations, or individuals.
- Collaborative funding arrangements involving external partners.
- Transfer of charitable funds to another organisation or individual to deliver an agreed project.
- Use of charitable funds to commission an external third sector group, organisation, or individual to deliver an activity or pay for their services to support an event.
- Procuring the services of an external charity, third sector organisation, or individual to supply goods and services.

This protocol does not apply to:

- Donations collected and restricted by donors for another named charity.
- Membership fees or subscriptions.

3. Principles

Any funding provided to another charity, third sector organisation, or individual must:

3.1 Charitable Benefit

Demonstrate a direct and identifiable benefit to:

- Patients receiving care within Cardiff and Vale UHB;
- Staff wellbeing initiatives;
- Healthcare research;
- Health improvement programmes;
- Community initiatives that support health outcomes linked to the Health Charity's objectives.

3.2 Additionality

Funding must enhance or supplement services and must not replace statutory NHS funding responsibilities.

Funding may be used to pay for, or commission, services from an external third sector group or organisation if this is the most appropriate route for service delivery. This may include utilising charitable funds to fund a group, organisation, or individual that is already supported to deliver additional services e.g., presence at an event as an addition to regular activity. It may also mean paying a new provider where they are the most appropriate service deliverer despite similar services existing within the Health Charity's remit e.g., they bring lived experience or bespoke skills that are not available within existing funded services.

3.3 Value for Money

Funding decisions should consider:

- Expected outcomes;
- Number of beneficiaries;
- Sustainability;
- Alternative funding sources;
- Whether funding represents an efficient use of charitable resources;
- Whether people are being paid appropriately for their time.

3.4 Ethical Considerations

Funding will not be awarded where the recipient or recipient's organisation's activities are inconsistent with the values, mission, or reputation of the Cardiff & Vale Health Charity. Appropriate due diligence must be undertaken to ensure the safeguarding of all activities and the reputation of the Cardiff & Vale Health Charity. Full details of expectations under this clause can be found in the Health Charity's Ethical Fundraising Policy.

4. Procurement

Cardiff and Vale University Health Board procurement procedures should be followed when commissioning an external party to deliver goods and services. All providers must be set up as a supplier before any goods or services can be commissioned, even when these are being acquired through use of charitable funds. For support with this, please contact procurementservicesenquiries@wales.nhs.uk