

## Fundraising and Donation Policy

### SUMMARY

Founded in May 2016, based in Chiasso, **lastminute foundation** was created with the purpose of:

- a. Promoting social, cultural and technological innovation together with social solidarity through the development and spread of innovative technological services and IT Systems. In particular, the Foundation promotes the development, spread and the use of technologies which improve the quality of life of disadvantaged, fragile or vulnerable people, both directly or through support for third party projects.
- b. Promoting public utility activities in international development cooperation and international solidarity (especially in the health sector, environmental protection, social services and activities in particular towards minors and disadvantaged people).
- c. Carrying out charitable activities, indirectly as well, through the support and partnership with other non-profit and public utility organizations, entities of the third sector and of the social economy.

In the context of its activities, the Foundation is attentive to the principles of sustainable development, corporate social responsibility and philanthropy.

This policy document contains guidelines relating to both donations made by the foundation to other entities both fundraising implemented by lastminute foundation for supporting its own activities. It is critical that both our donations and our fundraising are transparent, ethical and responsible.

This policy sets the standards for fundraising and donations activities worldwide. Our fundraising and donations' activities respect and protects our independence, impartiality and our mission.

### WHO THIS POLICY APPLIES TO:

This policy describes the minimum standards for lastminute foundation efforts to raise and allocate funds. All lastminute foundation's staff involved in these activities are required to have a thorough understanding of this policy, and adhere to it and its associated procedures. It is the responsibility of Managing Director to ensure that the staff is aware of lastminute foundation's policy, principles and associated procedures.

### POLICY STATEMENT

#### Why we need to raise funds

Lastminute foundation was created with the aim of achieving the aforementioned purposes. To deliver these goals, our Foundation needs funds. In raising these funds, we will share our vision, our plan of work and our impact with our supporters.

#### Why we donate funds

Lastminute foundation has chosen to support, in addition to its own projects, other bodies and associations with the aim of combining efforts to achieve the goals of the Foundation and promote greater social justice.

At lastminute foundation we believe that working in partnership and creating synergies is fundamental to amplify the effects of the projects we support and to achieve a better social

impact.

### **How we raise funds**

We raise funds in accordance with our fundraising policy, principles and associated procedures, and with our data protection policy and procedures. These comply with relevant Swiss laws and regulation, including those related to privacy. Lastminute foundation takes into account and respect our supporters' privacy.

### **How we donate funds**

Lastminute foundation carefully selects its partners. The Foundation pays particular attention to organizations that:

- a. adhere to our values;
- b. are in line with our objectives;
- c. respect our policies;
- d. are transparent, ethical and accountable.

### **Where our funds come from**

Since its establishment, our primary source of funding has been the founders' donations. Along with these, we have received funds from companies in support of our projects.

However, we will seek to generate income and donations from a diverse range of resources to ensure we maintain our sustainability, and do not become dependent on any single source of income. We actively seek funding in pursuit of our charitable and strategic objectives. We ensure that projects for which we raise funds reflect our mission, priorities, and that neither the funding opportunities we pursue, nor the requirements of funders, will deflect us from our strategic objectives.

### **Where we allocate funds**

Lastminute foundation allocates funds to projects and organizations that:

- a. meet the criteria mentioned above;
- b. meet the strategic objectives of the foundation, which are:

**1 Investments for sustainable development** - There are some investments in innovation that could not repay the initial capital soon enough to be considered good business opportunities. But they could break even pretty soon and have a **strong social impact**. This is the kind of projects we prefer at our foundation.

**2. Social Entrepreneurship** - We want to support high impact entrepreneurs who develop solutions aiming to bring concrete benefits to people and society, through training activities and building an effective and positive impact entrepreneurial ecosystem.

**3. Education** - We want to create an educational ecosystem that cultivates and spreads entrepreneurial culture starting from the early childhood. In an ever-changing society like ours, entrepreneurship is of key importance and it is a crucial topic that should be dealt already with young children.

**4. Corporate Social Responsibility** - We want to rewrite the way of doing business: making sure that the economic activities carried out by the companies can be regenerative and create a positive impact on people and the environment. We, therefore, support the development of

corporate social responsibility activities of partner companies and we develop partnerships with organizations and institutions that work in this field.

### **Responsible fundraising**

We do not fundraise for the sake of fundraising; we fundraise to generate funds in pursuit of our charitable and strategic objectives. We recognize and respect that when we invest in fundraising activity, paying attention to that any investment in fundraising must have the potential to raise additional funds for our scope.

We are accountable to our supporters and we thank our supporters for their contributions in a timely and appropriate manner and we keep our supporters updated through semesterly reports on the projects that they support.

We monitor our fundraising activities closely to ensure compliance with our fundraising policy, principles and procedures, and with relevant regulation and legislation.

Lastminute foundation requires the same kind of approach to the organizations we support through donations.

### **HOW IS THIS POLICY SHARED?**

This policy is a public document and as such is available on lastminute foundation's website to supporters and potential supporters of the Foundation. Lastminute foundation will directly share this policy with all fundraising staff and suppliers.

### **COPYRIGHT AND LEGAL INFORMATION:**

This policy is for information only and therefore is not a binding contract and does not confer legal rights on any person. Lastminute foundation reserves all rights (including copyright) in any information and materials provided under this policy.

### **FEEDBACK**

To make a complaint or suggestion regarding our fundraising and donation's activities, please contact us on the details below:

Write: lastminute foundation  
Vicolo dé Calvi 2  
6830 Chiasso Svizzera

Email: [info@lastminutefoundation.org](mailto:info@lastminutefoundation.org)  
Website: <http://lastminutefoundation.org/>

### **WHAT IS THE ASSURANCE PROCEDURE FOR THIS POLICY?**

We have clear governance and management controls in place for us to deliver transparent, ethical and responsible activities. Our staff reports regularly to the Board of Directors that receive annual assurance that our fundraising and donation program is conducted in accordance with this Fundraising Policy.

<b>Approved by</b>	Lastminute Foundations Board of Directors
<b>Date effective:</b>	December 2018
<b>Frequency of review:</b>	Every two years