

## **EMA Finance & Fundraising Policy**

### **Overview**

The Coordination Team, Chapters and Project Teams of **Europe Must Act** (EMA) fundraise to support our campaigning work. This policy outlines key principles related to fundraising and finance activities which all members of EMA must follow.

**Fundraising:** All contributions made to EMA go directly towards supporting work that aligns with EMA's Mission and Principles (see [manifesto](#)). This includes salaries for paid staff, alongside activities such as training webinars, Chapter Action Days and software for websites and communications.

**Funding sources:** EMA sources money from crowdfunding and grant applications. Further detail of these sources can be found on our Budget and Expenditure document [here](#).

#### **Financial Management:**

*From March 2020 until March 2022*, EMA's finances were managed by [Action for Education](#) (AFE), a registered non-profit in Greece, Switzerland and the UK. All donations received by Europe Must Act until March 2022 were processed by *Action for Education* in organisational bank accounts and reserved to be spent solely on Europe Must Act's campaigns. Financial statements related to AFE's finances are available [here](#). Detailed records of EMA's income and expenditure are available on request. Please [email here](#).

*From March 2022 onwards*, EMA's finances have been managed by [For Refugees](#), (FR) a registered charity in the UK.

### **The financial relationship with For Refugees**

*For Refugees* is a charity offering umbrella services to grassroots and civil society organisations across Europe. All donations received by Europe Must Act are processed by *For Refugees* in organisational bank accounts and reserved to be spent solely on Europe Must Act's campaigns. Financial statements related to FR's finances and detailed records of EMA's income and expenditure are available on request. Please [email here](#).

## **Chapter Fundraising and Finance**

City Chapters and Project Teams may independently fundraise for their campaigning work.

### **All fundraising initiatives must:**

- Be set up in accordance with **charitable law** in your country.  
*For advice on organising a fundraiser, please contact [fundraising@europemustact.org](mailto:fundraising@europemustact.org).*
- **Align with EMA's** Mission, Key Goals, Core Principles, Political Statement and Inclusion Policy. These are available on [EMA's manifesto](#).

**Locally fundraised money** can be spent by the local chapter, or can be gifted to EMA's Coordination Team for reallocation to another EMA chapter.

- *Typical expenses include digital advocacy tools, digital and print advertisements, materials for organising protests, consultants. If your expenditure does not fit these categories, you are advised to consult at a national/organisational level.*

**Expenditures** must be pre-approved by the following teams in accordance with where and by whom it will be spent:

- Organisational expenditure - approved by Coordination Team
- National expenditure - approved by national chapters
- Local expenditure - approved by individual chapters

### **Chapter Financial Requests to EMA's central fund**

Currently, EMA's central fund is very small. We use the money for actions that benefit all teams and/or chapters, e.g. hosting the website or providing specialist training for groups of activists. In **exceptional circumstances**, where a Chapter needs more money than it can fundraise locally, Chapters and/or members can request money from the central EMA fund for **specific actions/events, or other needs**.

If you or your Chapter would like to do this, please:

- Apply as far **in advance** as you can. Please note that due to capacity, we cannot guarantee a decision on funding within a timeframe shorter than 2 weeks.
- Tell us the **benefits** of the action for you/your Chapter/EMA as a whole. Clearly detail how the expense will serve EMA's Key Goals.
- Tell us the exact **cost** and if it is a one-off cost or recurring.
- EMA is not able to reimburse money unless a **valid receipt or invoice** is shown. In exceptional cases, direct payments to suppliers are possible. For reimbursements (bank transfer only), contact [hello@europemustact.org](mailto:hello@europemustact.org).

## EUROPE MUST ACT.

Taken into consideration that funds available to Europe Must Act are very limited, the Coordination Team evaluates all financial requests by EMA chapters and members along with the following **criteria**:

1. Is the money available in EMA funds and can EMA afford the expense?
2. Is the expense reasonable and necessary?
3. Is the expense going to serve EMA's Key Goals and/or benefit the whole movement?

The final decision is made by the Coordination Team through a democratic vote and approved if the majority of members/attendees agree.

All questions and requests can be directed to the Coordination Team by sending an [email](#).

### **Trips Policy**

Please see [EMA's Trips Policy](#) for information on funding available for conferences/Chapter visits.

*If you are looking for more **general information on EMA's Finances**, please see the [Transparency page](#) of our website.*