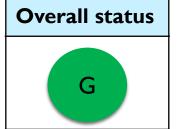
GIFT AID -
<b>Budget, Timelines</b>
& Milestones

## Outcome Lead

Increasing value of donations with option of Gift Aid across HH, Highgate Wood and Queen's Park

Katie Lawman (NE)



Date of Report: 28 July 2022 Phase: Detailed Design

Hi	ghlights	Next Steps
•	Pilot Project Approved 1st June 2022	Approval / Implementation
•	Initial Project Board Meeting 13th July 2022 – Chamberlains, Charity Accountants	in line with incoming tax
Lo	oking ahead:	year.
•	Bank accounts – the 2 identified accounts are being "emptied" of there current balances and	

- Bank accounts the 2 identified accounts are being "emptied" of there current balances and credited to income at HW and QP. Needing additional input from Lloyds bank.
- Registering with the Charity Commission and HMRC.
- Creation of IT prototype for the CoL donation webpage.
- Reviewing possibility of using 3<sup>rd</sup> party to reduce administrative workload on CoL employees.
   E.g. Just Giving, CAF. Confirmed VAT would be taken on fees, rather than the donation amount.

Metrics	Status
Budget	G
Schedule	G
Risk	G

Risks and Issues	Reasons for RAG Status	
Key Risks  1. Schedule - Work sequence & delays (Lloyd's / Charity Commission / HMRC)	<ol> <li>Project is within planned timescales and budget.</li> <li>Plans are in place to mitigate the current risks, including time allowances for schedule delays.</li> </ol>	