

The Harmony Project – Partnership & Grant Giving Policy

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Policy approved by the Director	Richard Dunne
Signed by the Director	<i>Richard Dunne</i>
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1 Introduction

The Harmony Project works with a wide range of people and organisations, including students, teachers, universities, further education entities, educational visitor sites, NGOs, companies and funders.

We have adopted this partnership and grant giving policy because, whilst we believe in some cases engagement can be an important strategy to effect change – including with people or groups we may disagree with - there are several areas we see as fundamental barriers to achieving a more sustainable world. We will not partner with organisations whose core work is in these areas.

Supporting a partner that is actively working against our vision is counterproductive. As an education-led charity with a strong environmental focus it is important that we work with those who are leading by example and that all who we work with feel safe, especially marginalised groups. We are very conscious of the reputational risk some prospective partners could pose to us.

In order to further our mission, The Harmony Project is considering seeking financial support from all sectors. This policy provides a framework to ensure that we act in accordance with our values and ethical standards when entering such partnerships.

Our income comes from three main areas: external funding (grants); paid for programmes and resources; and individual donations.

For the purposes of this policy, a “partner” is a person or group that acts as one of our:

- funders, including grant giving organisations or foundations
- customers (i.e. purchasing training or resources)
- organisations in a joint project or campaign.

2 How do we decide who to work with and receive funding from?

Our partners are essential to the continuation of our work as an educational charity. However, as an organisation striving for environmental justice, we will not enter into any partnership without first considering the ethics of the prospective partner. Our assessment will include factors such as:

- the extent to which they align with The Harmony Project’s vision and values and/or those of other associated organisations and groups
- the sincerity of their proposal and the extent to which The Harmony Project’s involvement may be beneficial and not used to greenwash their activities
- the influence the partner will have over The Harmony Project, to include financially or in decision- making; and
- how dependent The Harmony Project will be on the partnership to meet The Harmony Project’s charitable objectives
- confirmation from potential partners of the return on investment we will receive from any pledge or monies spent.

Our “red flags” are summarised below including areas we believe are inherently unsustainable, though the list is not exhaustive.

We will not accept funds from or work with individuals or organisations whose core activity involves any of the below, **unless** an adequate¹ phase-out plan is in place:

- a) the extraction or production of **fossil fuels**
- b) the manufacturing or transfer of **weapons** or other equipment that is used in the violation of human rights or supplied to oppressive regimes
- c) **industrial agriculture**, including the production of crops or rearing of animals under such a system, or the manufacturing of chemicals used therein, unless the partnership will be specifically supporting a transition towards regenerative agriculture
- d) **animal cruelty**, including conducting animal testing for non-medical products

- e) a **financial institution** funding, or investing in, any of the above.

- f) Anyone who engages in human or workers' **rights abuses or exploitation**, including (but not limited to) incitement to hatred or discrimination against a person or group.

¹ Quantified, dated, public and, where relevant, in line with the science. The Harmony Project reserves the right to be the sole judge of whether or not a phase-out plan is adequate and may consult with other partners and experts in determining its decision.

The following due diligence items are 'amber flag' items for which further investigation will be a core requirement. Additional items for further investigation may be flagged during the due diligence process:

- g) Conflicts between the **values and ethics** of the organisation and/or its subsidiaries, and those of The Harmony Project

- h) **Negative public perception** of the organisation and/or its brand

- i) **Negative media coverage** of the organisation, or its CEO, in the past five years including, but not limited to, allegations of misleading claims with regard to environmental sustainability

All Harmony Project employees responsible for the development of partnerships, will be made aware of this policy, and of the requirement to complete a due diligence check on potential partners (a due diligence checklist is included as Appendix A).

We will consider other areas on a case-by-case basis, such as mining; biodiversity loss; tax avoidance; irresponsible marketing; promoting consumerism; organisations operating zero-hours contracts; or the perpetuation of harm caused by the police, prisons or detention centres.

Our overarching regard will always be the extent to which the potential partner is contributing to environmental and other social injustices and the relative impact any partnership would have on perpetuating that.

3 What about existing partnerships and grant giving bodies?

If we become aware of any issues with an existing partner, we will first engage with them constructively. If the situation cannot be resolved (to include them making the required changes within an appropriate timeframe), we will end the partnership as soon as legally possible.

4 Who are we keen to work with?

The Harmony Project is privileged to work with countless inspiring partners who continue to support our work in different ways. We always welcome exploring new partnerships too, with individuals or organisations that are a good fit with our values.

Please do get in touch with our Head of Business Development and Operations if you feel you might like to support our work or should you have any general feedback on this policy.

5 What partners can expect from The Harmony Project

We will be transparent about our fundraising activities and donations received. We will disclose all financial contributions and any potential conflicts of interest related to our activities.

We will be accountable for the use of funds and donations received. We will ensure that all funds received are used for their intended purpose, and we will report on the results of our activities as required by our stakeholders.

6 What The Harmony Project expects from its partners

We will require our partners to be transparent in their business practices and disclose relevant information about their operations, including financial performance, governance structure, and charitable giving.

The partner should demonstrate a commitment to social and environmental responsibility, including sustainable sourcing practices, fair labour practices, minimising waste and pollution and avoiding misleading claims with regard to environmental sustainability.

The partner should be accountable for its actions and be willing to address any concerns raised by The Harmony Project.

Useful contact information:

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Appendix A: Checklist for due diligence

All Harmony Project employees responsible for the development of partnerships, will be made aware of The Harmony Project Partnership and Grant Giving Policy, and of the requirement to complete this due diligence check on potential partners. More detailed guidance will be used internally to support any ethical screenings.

Criteria	Method
Perform due diligence to ensure that the partner or grant giving body is a legal entity and can receive funds into an official account.	By recording bank details (account name, number, sort-code) and request a recent bank statement to confirm those details. When processing payments, which we do manually, our software raises any irregularities or discrepancies in detail. We would go back and ask for further confirmation e.g. a summary sheet or bank statement.
Clear application process and criteria for successful applications.	By issuing and completing the Partner Application Form (Appendix B) and referencing internal checklists e.g. noting red or amber flag criteria as detailed in the policy as well and there are no conflicts of interest to declare.
Strong reporting processes in place.	Through coordination recorded in our CRM operating system. Co-ordination includes: in-person visits, meetings, virtual meetings, telephone calls, e-mail check ins etc.
We are clear that any monies can be requested to be returned if not spent on the work for which it was given.	