

# Co-operative Assistance Network Limited (CAN)

## Match Funding Policy

### Introduction

From time to time CAN is offered an opportunity to provide “Match Funding” for a project.

Match Funding describes a situation where a project is funded by more than one partner and usually by a mix of cash and “in kind” contributions.

“In kind” contributions can be through providing resources such as:

- Meeting spaces
- Time of managers, administrators, book-keepers or project delivery staff including trainers and consultants.

### Deciding to agree to provide Match Funding

There are two routes by which CAN might decide to provide Match Funding:

#### 1. Contribution to the Co-operative Movement

The decision to make a contribution to the co-operative movement either in cash or kind is made by Directors in accordance with the [Contribution to the Co-operative Movement Policy](#).

In situations where further resources can be levered from other sources to increase the value of this contribution the Directors may additionally decide to agree to allow the value of the CAN contribution to be calculated and used in a Match Funding process.

#### 2. Market Development

The Directors may decide CAN should enter into an agreement to provide Match Funding to support a project that helps develop a “Consortium We Belong To” to increase its value as a marketing channel.

The Directors may decide to enter into an agreement to provide Match Funding to a project that provides an opportunity for CAN to pursue its Social Mission and also provides a revenue stream. In this case the amount of the Match Funding contribution must not bring down the average contribution per hour (“paid for hours” plus “match funding hours”) below the minimum target set for that financial year.

### Subsidiarity

The power of Directors to agree to a Match Funding arrangement shall not be delegated. Therefore any worker approached to enter into a Match Funding agreement must refer the matter to the Board of Directors.

## **Guarding against fraud**

Care must be taken to ensure that CAN does not enter into any fraudulent practice whereby the value of Match Funding provided by CAN is overstated by either CAN or a project Lead Partner.

The CAN worker responsible for the calculation must ensure that the calculation is:

- Transparent
- Accurate
- Amenable to audit by partners and funders
- Appropriate to guidance supplied by partners or funders. For example, some will calculate the value of our Match Funding at the price we would normally charge, some at a day rate of their own choosing and some at our actual cost of production
- Recorded so that it can be presented in the case of an internal or external audit.

If and when any fraudulent activity on the part of other partners is suspected then the matter must be reported to the Directors who shall consider whether the matter needs to be reported and if so to what organisation or authority.

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Responsible Department: Marketing

Implementation Date: 04 December 2020

Review period: 3 years

Next review due: 04 December 2023

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Agreed at Directors Meeting of 12 September 2020

Passed at Members Meeting of 04 December 2020