



## Claiming expenses

Many orienteering volunteers - particularly planners, organisers and controllers – incur expenses (such as car mileage) as they do their work. Most Clubs and Associations have standard policies for claiming and reimbursing these expenses. However, volunteers often don't make a claim, preferring to “donate” their costs to the Club or Association and allowing the money to stay within orienteering.

This generous approach misses an opportunity. The money can stay within orienteering and often be increased by 25% or sometimes more. How? By claiming and then donating the expenses to the Orienteering Foundation. The Orienteering Foundation is a registered charity, independent of British Orienteering, and exists to promote innovation and to support people and projects in orienteering. Where the donor is a taxpayer, Gift Aid can be claimed by the charity from HMRC.

So, next time you have some expenses, don't just ignore them, make a claim and then donate an amount to the Orienteering Foundation. The money still stays within orienteering but is actually more than before!

If just 100 volunteers who currently don't claim an average of £20 were to do so and make donations, it would total £2,000, which, with Gift Aid added, would be worth £2,500 to the Orienteering Foundation. A substantial sum like that could make a huge difference to for example junior development initiatives.

Kevin Harding, HH and British Middle Championships 2016 Planner commented “I never used to claim orienteering expenses. The cost to me is always the time not the money. Having said that I do believe that events should be budgeted to break even and not expect officials not to claim. I also feel the money should be used to benefit the sport and not just sit in a bank account. That is why when Andrew Evans, DFOK, mentioned the Orienteering Foundation I had no hesitation donating my British Middle expenses.”

Resolve to do it when you next have the chance! It's easy using the Orienteering Foundation website at <https://www.orienteeringfoundation.org.uk/donate> where you can also find out more details about the Orienteering Foundation.