**Appendix 1**

**Proposed new questions and expanded questions in the online application for registration and the Annual Return Regulations 2019.**

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| New and expanded questions on safeguarding: |
| 1. Who generally delivers services to users?
 |
| 1. Are all staff/volunteers, who undertake regulated activity, AccessNI cleared?
 |
| 1. How does your organisation work directly with vulnerable adults to provide a regulated activity?
 |
| 1. Does your organisation provide services to beneficiaries overseas?
 |
| 1. Are beneficiaries predominantly located overseas?
 |
| 1. Does your organisation fund overseas projects or organisations?
 |
| 1. Does your organisation send volunteers or trustees abroad to verify activities/project spend?
 |
| 1. Does your organisation have appropriate safeguarding policies and procedures in place to enable it to carry out work with this group of people?
 |
| New questions on assets, payments and loans, and related parties: |
| 1. Has the charity made payments to trustees for trusteeship in their most recent accounting period?
 |
| 1. Does any trustee owe money to the charity?
 |
| 1. Does the charity lease assets (for example building) from any trustee?
 |
| 1. Has the charity paid parties related to trustees for services (for example family) in their most recent financial period?
 |
| 1. Has the charity bought assets from or sold assets to trustees in their most recent financial period?
 |
| 1. Is or will any of the following be employed by the organisation (select all that apply)
* Founder
* Person(s) related to one of the trustees
* Person(s) related to the founder
* Organisation(s) connected to a trustee(s)
* Organisation(s) connected to the founder
 |
| 1. Are there any close links which the organisation has, or is likely to have, with any other person or body, which might be relevant to the work of the organisation? This would include:
* any directorship, trusteeship, shareholding, membership interest or partnership held by the organisation or by any of their trustees;
* any position of political or public authority held by any trustees;
* any other arrangement or circumstance which might give rise to a conflict of interest for one or more of the trustees, for example loans to and from trustees.
 |
| 1. Are the premises used for any other purpose, for example, as a residential property, or is another organisation or business run from those premises?
 |
| Mandatory question on trustees’ details:  |
| 1. Trustees: Add details for each charity trustee separately

**\***Title:**\***First names:**\***Surname: **NEW \***Email address: **NEW\***Mobile telephone number:**\*** If anytrustee does not have a direct personal email address or mobile number, please provide an alternative contact email and mobile telephone number for Commission use. |
| New question on fundraising: |
| Does the charity use a commercial fundraiser? |
| New question on charity governance: |
| 1. What is your charity’s quorum?
 |
| \*New question on spending on charitable purposes: |
| 1. What percentage of the charity’s expenditure during the reporting year relates directly to activities undertaken to meet its charitable purposes? Choose one of the bands below:
* < 30 per cent
* Between 30–50 percent
* Between 50-70 percent
1. > 70 percent
 |
| \*New question on personal data: |
| 1. Has your charity reported a data breach to the Information Commissioner’s Office (ICO) within the last 12 months?
 |
| \* All questions are asked at the point of registration and again at annual reporting for the purpose of confirmation or update, with the exception of those marked with an asterisk which are asked at annual reporting only.  |

Full list of proposed changes to Classification section of online application for registration.

Note, the text in **the left hand column** will be seen by all applicants. The text in **the right hand column**, will allow applicants to select more precise classifications if applicable. The Commission intend to design the IT system to use these selections to pre-populate the relevant annual monitoring return. More information about these proposed changes is available in section 3.3 of the consultation document.

**WHICH purpose/s were you established to achieve?**

|  |  |
| --- | --- |
| **Education/training/research**  | pre-school education |
| elementary, primary or secondary education |
| higher education (college or university level) |
| adult education |
| technical or vocational training |
| advancing education (in general or in a specific subject) |
| supporting an educational establishment or students (includes PTAs and student unions) |
| academic research |
| other (please specify) |
| **Advancing health or the saving of lives** | medical treatment (includes health centre or hospital; organisations supporting them; provision of services or facilities for medical practitioners; ensuring high standards of medical practice |
|  relieving sickness (includes providing comforts, services or facilities for people who are sick eg Hospital Radio) |
| health education or sickness prevention (includes organisations promoting healthy living) |
|  terminal health care (eg hospice) |
| rehabilitation, convalescence or aftercare (includes respite care/care for carers) |
| complementary or alternative therapy |
| medical research |
| rescue service (eg lifeboats, mountain rescue)  |
| public safety (eg road safety, life saving, self defence) |
| other (please specify) |
| **Relief of those in need (youth, age, disability, ill-health, financial or other disadvantage) [1]** |  |
|  **The prevention or relief of poverty[2]** |  |
|  **Religion** | Christianity |
| Church of Ireland |
| Methodist |
| United Reform |
| Baptist |
| Evangelical |
| Roman Catholic |
| Presbyterian |
| Jehovah’s Witnesses |
| Mormon |
| Plymouth or Exclusive Brethren |
| Other Christian (please specify) |
| Judaism |
| Islam |
| Buddhism |
| Hinduism |
| Sikhism |
| Other religion (please specify) |
|  **Arts/culture/heritage/science** | promoting arts or crafts (drama, ballet, music, singing, literature, sculpture, painting, film, mime, dance) |
| preserving historical or cultural traditions (including language, music and dance) |
| preservation of buildings or ancient sites |
| learned society or institution (eg Royal College of Surgeons; Royal Geographical Society) |
| scientific research |
| other (please specify) |
| **Amateur sport** | sport or game involving medium or high level of physical activity (eg cricket, football, rugby, athletics)(specify) |
| sport or game involving low or no physical activity (eg bowls, chess, bridge) (please specify) |
|  multi-sports |
|  other (please specify) |
| **Animals** | domestic/farm animal care and welfare |
| feral/wild animal care and welfare |
| other (please specify) |
| **Environment/conservation** | conservation of flora, fauna or the environment generally |
| conservation of a particular geographical area |
| conservation of particular species |
| sustainable development/biodiversity |
| conserving natural resources (includes recycling, sustainable waste management, renewable energy) |
| other (please specify) |
| **Citizenship/economic or community development/employment** |  civic responsibility/good citizenship |
| urban or rural regeneration |
|  promotion of volunteering/voluntary sector |
| efficiency/effectiveness of charities |
| community capacity building |
| social investment |
| other (please specify) |
| **Human rights/religious or racial harmony/equality or diversity** | human rights |
| conflict resolution/reconciliation (includes  |
|  restorative justice, mediation) |
| religious harmony |
| racial harmony |
| equality or diversity |
| **Other charitable purposes** | public amenity/public works (includes repair of bridges/ports/highways, provision of water/lighting, cemetery/crematorium, libraries/reading rooms) |
| promotion of agriculture |
| promotion of horticulture |
| promotion of industry or commerce |
| crime prevention/rehabilitation of offenders |
| sound administration of the law |
|  preserving public order |
| promoting ethical standards of conduct |
| promoting moral welfare/mental or moral improvement |
| gift for a particular locality (includes beautification of a town, civic societies)  |
| promotion of patriotic purposes (includes war memorials)  |
| promoting the efficiency of the emergency services |
| promoting the efficiency of the armed forces |
| village hall/community centre |
| recreation ground/open space |
| leisure centre |
| women’s/men’s institute |
| other (please specify) |

**HOW do you achieve your purpose/s?**

|  |  |
| --- | --- |
| **Makes grants to individuals** |  |
| **Makes grants to organisations** |  |
| **Provides other finance** |  |
| **Provides buildings/facilities/open space** |  |
| **Provides services** |  |
| **Provides education/advocacy/advice/information** |  |
| **Sponsors or undertakes research** |  |
| **Acts as an umbrella or resource body** |  |
| **Other (please specify)** |  |
| **Education/training/research** | playgroup/nursery |
|  | school |
|  | college |
|  | university |
|  | parent/teacher association |
|  | student union |
| **Advancing health or the saving of lives** |  health or treatment centre |
|  |  hospital |
|  | professional training |
|  | ensuring high standards of practice |
|  | providing comforts, services or facilities for  |
| **Relief of those in need (youth, age, disability, ill-health, financial or other disadvantage) [1]** | Provides accommodation or housing |
| **The prevention or relief of poverty[2]** |  |
| **Religion** | Place of worship |
|  | Generally advancing the religion |
|  | Educating people about the religion |
|  | Pastoral care, outreach |
|  | Missionary, evangelical |
|  | Interfaith activities |
|  | Religious order |
| **Arts/culture/heritage/science** | Place to view/appreciate arts or crafts (eg arts centre, gallery, theatre, cinema) |
|  | Promoting participation in arts or crafts (eg dramatic or operatic societies, choirs, orchestras) |
|  | Arts festival |
|  | Museum |
| **Amateur sport** | amateur sports club |
|  | sport centre |
|  | sport governing body |
| **Animals** | animal sanctuary/shelter |
|  | promoting kindness/preventing cruelty to animals |
| **Environment/conservation** | zoo |
| **Citizenship/economic or community development/employment** | Scout/Guide group |
|  | library/reading room |
|  | animal breed society |
|  | agricultural show |
|  | provides accommodation/housing |
| **Human rights/religious or racial harmony/equality or diversity** |  |
| **Other charitable purposes** |  |

**WHO are your beneficiaries?**

|  |  |
| --- | --- |
| **Children/young people** |  |
| **elderly/old people** |  |
| **People with disabilities** |  |
| **People of a particular ethnic or racial origin** |  |
| **Other charities or voluntary bodies** |  |
| **Other defined groups (please specify)** |  |
| **The general public/mankind** |  |
| **People living in a specified geographical area** |  |
| **Members of a particular profession** |  |
| **employees of a named employer** |  |
| **Named individuals** |  |
| **Other (please specify)** |  |
| **Education/training/research** | pupils/students attending a named educational establishment |
| **advancing health or the saving of lives** | people with a particular medical condition or illness |
| **Relief of those in need (youth, age, disability, ill-health, financial or other disadvantage) [1]** |  |
| people in ill-health |
| people in financial need |
|  **The prevention or relief of poverty[2]** |  |
|  **Religion** | adherents of a specified religion |
| members of a closed religious order |
| **Arts/culture/heritage/science** |  |
| **Amateur sport** | professional sportspersons |
| elite amateur sportspersons |
| **Animals** |  |
| **Environment/conservation** |  |
| **Citizenship/economic or community development/employment** |  |
| **Human rights/religious or racial harmony/equality or diversity** |  |
| **Other charitable purposes** |  |
|  |
|  |
|  |