



FUND RAISING POLICY

PURPOSE

To outline the policy relating to fundraising activities, including acceptance and refund of gifts and donations but not including grants or sponsorship.

- 1 VCA only accepts donations and gifts that are consistent with its established mission and goals and does not accept gifts when a condition of such acceptance may compromise its integrity, autonomy, and commitment to meeting the purposes of the association as set out in our Constitution.
- 2 VCA commits to:
 - a) being transparent, informative and professional when soliciting donors;
 - b) respecting donors' privacy, including not selling or exchanging the personal details of donors and to having protocols for dealing with donor requests for anonymity (for specific gifts) or complete anonymity and confidentiality;
 - c) using gifts effectively and ethically in line with donor intentions; and
 - d) acknowledging and recognising donors and celebrating philanthropy.
- 3 Donors cannot direct VCA to give, nor can VCA give, undue consideration to donors, or anyone they designate, in the use of their gift. Choices about programs and services, appointments to positions, decisions on infrastructure projects or property and asset management remain under VCA's control.
- 4 Unless bequestors have expressly stated a purpose in their will for their gift to VCA, gifts in wills received are channelled towards a fund, with the corpus preserved through investment and only the return on investment in terms of ordinary income distributed annually. The corpus from a perpetual trust is to be invested as part of the VCA's Investment portfolio and be notionally allocated the portfolio's net earnings at year end, adjusted for any withdrawals made during the financial year.
- 5 The VCA will take all reasonable steps to ensure that the VCA is aware of the source of funding for each gift.
- 6 The Council reviews and decides whether a gift will be accepted when referred from CoM. The Council may also review any concerns raised about an existing gift.
- 7 Gifts are not accepted that may:
 - a) contravene state and/or federal laws in Australia;
 - b) create conflicts of interest;
 - c) expose VCA to undue adverse publicity or reputational risk;
 - d) cause any other damage, including financial damage, deterring other donors to VCA; or
 - e) conflict with the values and aims of VCA in any other way.
- 8 Gifts and pledges of gifts are accepted after discussion and agreement with the donor about their intention for the use of their gift and how it matches VCA's strategic priority needs and ability to honour the donor's intention. VCA has absolute control of gifts that have been transferred to it.

- 9 So far as possible, and subject to the terms of bequests, perpetual trusts are only created for donations of \$50,000 or more so that sufficient income is generated each year for the trust purpose.
- 10 Naming proposals will be considered by the Council.
- 11 A donor may choose to be anonymous but the terms and conditions governing the use of a donation that creates an endowment are a matter of public record.

DONATIONS VIA AUSTRALIAN SPORTS FOUNDATION

- 12 The VCA may establish programs via the Australian Sports Foundation to receive tax deductible donations in accordance with the ASF terms and conditions which include:

Donations to the ASF:

- must be voluntary
- must be unconditional
- must not be the result of a contractual obligation or pre-existing agreement including an invoice
- are non-refundable
- are not subject to GST

Donors may nominate an ASF registered organisation or project as the preferred beneficiary (Beneficiary) of their gift. While donors cannot insist the ASF direct their donation to a specific organisation or project, discretionary grants are made by the ASF to registered projects taking into account donor wishes.

Grants issued by the ASF to a Beneficiary are for the benefit of the organisation or club as a whole or, if the Beneficiary is a specific team within the club or organisation, must be allocated to benefit all team members equally.

Donors or their associates must not receive any material benefit, advantage, right or privilege (apart from tax deductibility), nor act on an expectation that a material benefit, advantage, right or privilege will be returned to him or her or any of their associates in return for their donation (apart from tax deductibility).

For donations of \$2 or more, an official ASF receipt will be forwarded to donors by email (or by mail where no email address is provided) for taxation purposes.

All claims for a tax deduction are subject to being accepted by the Australian Taxation Office, who can be contacted for professional advice if either an individual or business is uncertain of their taxation position.

Further information on the ASF is available on its website: www.sportsfoundation.org.au

AUTHORISATION



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