

DONATIONS

Objective

- To support various local not for profit organisations through an annual donation
- To establish guidelines for determining donations to be made by Council within the adopted budget allocation
- To provide Council with a consistent response to requests for donations
- To provide clear procedures for staff when responding to requests for donations
- To provide a process which allows Council to conduct a meaningful comparison of requests for donations
- To provide delegated authority to the General Manager to determine requests for donations up to a value of \$200, subject to the application being in line with guidelines set out in the policy

Scope

- All CWA branches within Gilgandra Shire
- Radio station 2WAR FM
- Tooraweenah and Curban Rural Hall committees
- Gilgandra Stroke Support Group
- Local schools
- Western Institute of TAFE (Gilgandra campus)
- Gilgandra Museum & Historical Society
- Tony McGrane Memorial Scholarship – Charles Sturt University Foundation
- The Children’s Hospital, Westmead
- The words “contribution” or “donation” includes “financial assistance”, “in-kind assistance”, sponsorship and the waiving of fees and charges.

Policy

1. That Council make an annual donation towards the activities of the Gilgandra Shire’s Country Women’s Association Branches, Radio Station 2WAR FM and rural hall Committees equivalent to their annual rates.
2. That Council make an annual donation of \$150 to Gilgandra Stroke Support.
3. That Council make an annual donation of up to \$100 to all local schools (Gilgandra High School, Gilgandra Public School, St Joseph’s School and Tooraweenah Public School) towards their presentation day.
4. That Council make an annual donation of a gift to the value of \$100 as directed by the local campus of TAFE.

5. That Council make an annual donation of \$1,000 to the Gilgandra Museum & Historical Society.
6. That Council make an annual donation of \$500 to the Tony McGrane Scholarship - Charles Sturt University Foundation.
7. That, for all other donations, individuals, groups or organisations be required to complete Gilgandra Shire Council's "Donations Policy Application Form" and comply with the following criteria:
 - The organisation/individual must be based in Gilgandra Shire
 - The organisation must be "not for profit"
 - An application must be submitted a minimum of twenty eight (28) days before the event for which funding is sought
 - There will be no consideration of a donation for payment of refundable bonds required to be lodged in association with the hire of facilities or equipment
 - There will be no consideration of any donation for the payment of insurance(s) associated with the hire of facilities or equipment
 - All applicants successful in obtaining a donation must acknowledge Council's contribution in all publicity relating to events or activities to which the donation applies
 - The reason for sponsorship should ideally align with Council's values and objectives and benefit one or more of the following:
 - Community values
 - Community wellbeing
 - Community safety
 - Cultural diversity
 - Cultural activity
 - Facilities or programs for the community
 - Facilities or programs for children and young people
 - Promotion of Gilgandra Shire
 - Applicants travelling should promote Gilgandra by word of mouth or distribution of suitable promotional material, depending on the nature of the event.
 - How the opportunity for the applicant will provide benefit to both the applicant and the community of Gilgandra.
 - Council will consider favourably those sporting organisations who are a member of the *Goodsports* Program.
8. The General Manager has the delegated authority to approve a donation for a single event up to a maximum value of \$200, subject to the application being in line with guidelines set out in the policy.

Relevant Legislation

Local Government Act Section 356

Associated Documents

Nil

Responsible Officer:	Director Corporate Services		
Date Adopted:	21/2/06 20/5/10 20/3/13 20/3/18 28/2/20	Resolution No:	31/06 159/10 73/13 48/18 12/20
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