

The Duke of Edinburgh's Award in Australia



National Policy

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| Policy Topic | FUNDING FUND RAISING THE FRIENDS OF THE DUKE OF EDINBURGH'S AWARD IN AUSTRALIA INC. |
| Policy Number | 2.3 |
| Source of Authority | ACC Minutes/Friends Minutes |
| Dates | November 1988; December 1989; March 1994; November 1995; July 2004 |
| Review Date | June 2004 |

Purpose of the Policy:

This policy recognises that the main concern and objective of The Friends The Duke of Edinburgh's Award in Australia Inc. is:

- Undertaking an annual fund-raising program,
- Guardianship of the tax-deductibility of gifts.

The Australian Award Authority encourages The Friends of The Duke of Edinburgh's Award in Australia Inc. to take a leadership role in fund-raising, assisting and encouraging the Divisions to raise funding and obtain sponsorship in a very professional and ethical way.

Policy:

- (1) The Friends of the Duke of Edinburgh's Award in Australia Inc. is the only vehicle in this country for the receipt of tax-deductible donations for the Australian Award Program.
- (2) As an incorporated body The Friends of The Duke of Edinburgh's Award in Australia Inc. operates under the control of a Committee of Management.
- (3) The Friends of The Duke of Edinburgh's Award in Australia Inc. annual fundraising Program is to be complementary to Divisional fund-raising efforts.
- (4) The funds raised by The Friends of The Duke of Edinburgh's Award in Australia Inc. will be used for both:
 - a. a long term capital fund, and
 - b. National Award Office and Division's revenue.
- (5) Individual Divisions may submit requests for fund-raising requirements and fund-raising projects directly to The Friends of The Duke of Edinburgh's Award in Australia Inc.

- (6) While the National Award Office is receiving subsidised accommodation it will provide The Friends of The Duke of Edinburgh's Award in Australia Inc. with free or subsidised office accommodation and essential office equipment and communications facilities support.
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Receiving Tax Deductible Donations

1. All monies received to be receipted (Friends' receipts available from National Office).
 2. Monies to be deposited into the Friends' Account and the National Office advised or cheques/credit card details sent to National Office for banking.
 3. The monies, less a small cost-recovery administration fee (from 1 July 2004), will be returned to the relevant Division.
 - 4% administration fee on credit cards;
 - 2% administration fee on cheques and cash;
 - 1% administration fee on EFT transactions.
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Friends Bank Details

Name: The Friends of the Duke of Edinburgh's Award in Australia

Branch: Haymarket NSW

BSB: 732 005

Account: 56-5629

National Chairman