



Donation Policy

Purpose

To define the manner in which donations to Seton Villa are able to be used.

Overview

Donations may be made from a variety of sources. This document sets out, for the benefit of donors and Seton Villa administration, the ways in which donations may or may not be used. Unless otherwise approved by the Board of Directors of Seton Villa, all donations to Seton Villa will be deposited in the Seton Villa Foundation Trust. This Donation Policy applies to all money deposited in the Seton Villa Foundation Trust.

Receipt of Donations

Donations may be received from individuals, corporations, foundations and other legal entities. A donor may express the wish for a donation to be put to a specific purpose. In those cases, if the Foundation accepts such donations, the Foundation will put the value of the funds received to such purposes.

The Foundation will ensure that donations are receipted in accordance with Australian Taxation Office regulations.

The Seton Villa Foundation may accept the following types of donations in the expectation that their cash value will be realized for the benefit of the Foundation:

- 1) Cash (not exceeding the value of \$250)
- 2) Pay-pal payment, cheque, credit card payment or direct deposit
- 3) Real estate in the form of an entire or part interest
- 4) Personal property
- 5) Insurance policies that name Seton Villa as the owner or beneficiary
- 6) Bequests.

Donations of cash exceeding \$250 may not be accepted by the Seton Villa Foundation. Donations exceeding this amount must be made by one of the above methods.

Management and Disbursement of Funds Received

The Objective of the Seton Villa Foundation Trust is to establish and maintain a public fund to assist Seton Villa in the delivery of its Mission.



The Foundation shall make payments out of the capital or income of the Trust Fund to assist Seton Villa carry out its Mission.

These payments may not be used to subsidise the day-to-day liabilities incurred in the operation of Seton Villa except where a payment is necessary to prevent Seton Villa become insolvent.

These payments may be used to fund works or projects that help Seton Villa carry out its Mission. These include Capital works such as land, buildings, kitchens, furniture and fittings. They may also include payments for the provision of any other service to assist Seton Villa in its work with people with intellectual disability.

The Foundation Trust may accrue money from year to year. It does not have to pay out monies received in the same year the money is received.

Attaching a Name to a Donation

Approval of the Board of Directors of Seton Villa is required before the acceptance of any donation that requires a name to be attached to a Seton Villa facility or building.

Responsibility of the Donor

Donors planning to make large donations to Seton Villa are strongly encouraged to seek independent legal and financial advice about all questions relating to their donation, taxation and estate planning.

Legislation

Charitable Fundraising Act
Income Tax and Assessment Act

Approved By	Date
Board of Directors	October 2012