

Rotary Club of Kew

Policy approved 13 December 22

Guidelines for Donations over \$500.

When considering proposed donations of uncommitted Club Funds, the Board should take the following into account

1. Charitable Causes / Projects:

Any donation should

- advance one of Rotary's Avenues of Service - Community, Youth, Environment or International; and/or,
- be applied for an agreed purpose and/or
- make an identifiable difference.

2. Charity Size:

In general, preference should be given to supporting smaller charities,

- operating without government grants, or large fundraising or administration overheads; and
- Having limited fund-raising capacity from other sources.

3. Financial Disclosure:

- The Board must obtain all necessary assurances and satisfy itself about the integrity of the cause, and its administrators,
- the administration and fundraising ratio must be no greater than 15%, and
- the charity must be well-run, financially stable, and prepared to disclose their financial reports publicly.

4. Members' Support:

- Charities, causes, or projects fitting the Guideline and supported by individual club members should be given additional weighting.

5. Timing:

- Nominations for support of causes, charities or projects should be made to the Board as soon as possible for budgeting purposes.
- An updated record of approved allocations shall be maintained by the treasurer throughout the year, and
- Allocations shall be paid out as and when required but in any event before the end of each Rotary year.

If these Guidelines were to be expressed as a test to be applied to each potential donation, the following questions should be addressed:

1. Will it advance our Community, Youth, Environment, or International service ideals?
2. Will it be a constructive contribution toward a specific objective?
3. Will it make a difference to the charity, cause, or project?
4. Can the Charity cause or program readily access funds elsewhere to achieve its objectives, and in particular, is it in receipt of Government funding?
5. Do we know enough about the Charity, cause or project and its administrators to be satisfied that our funds will be applied to achieve the stated objective?
6. Is this a cause supported directly by one or more of our club members?

Guidelines for donations to Speaker's Causes

When thanking speakers who represent a charity or cause, the Program director is authorised at his/her discretion,

- to advise the speaker that the club will make a \$100 donation to the cause, and/or
- that the board will consider their cause further should there be uncommitted funds available at the end of the Rotary year.