

Donations to Charitable & Not for Profit Organisations Policy

POL-CMR 09



Objective

To provide a framework within which donations to charitable organisations may be made.

Statement

Council receives a range of requests to make donations to charitable organisations or individuals. In addressing these requests, Council sets out the following processes:

Donations authorised by the Chief Executive Officer

The Chief Executive Officer may authorise donations up to a maximum value of \$1,000 subject to the following conditions:

Donations are limited to charitable and other not-for-profit organisations or individuals in the Mandurah District

- Where donations are for individuals the maximum donation is \$250.00
- Where donations are sought by an organisation for general operating purposes, donations are limited to \$500.
- Where donations are sought as a contribution to a locally held community event, donations are subject to a maximum of \$500.
- Donations authorised under this section of the policy are made at the discretion of the Mayor and Chief Executive Officer.
- A detail of donations made will be provided to Council in the month following their authorisation.
- The total annual allocation under this Policy is \$5,000.

All other donations

Donations which fall outside of the scope of discretion outlined above must be approved by Council in advance.

Exclusions

This policy is not intended to encompass the annual school book donations or the outstanding athletes programme.

Related Documents

These documents are mandatory and required to give effect to this policy:

Nil

Responsible Directorate: Business Services

Responsible Department: Finance

Reviewer: Manager Finance

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Creation date and reference: 27 September 2016, Minute G.31/9/16

Last Review: 27 July 2022, Minute G.10/7/22

Amendments			
Version #	Council Approval Date, Reference	Date Document In force	Date Document Ceased
2	Minute G. 12/7/19	23/07/2019	27 July 2022
3	Minor amendment, 27 July 2022 G.10/7/22	27 July 2022	-