To all *WILDCARE* Inc Branch Presidents



We hope you are enjoying 2016 so far, and haven’t been caught up in the fires or floods occurring around the State.

We are writing to clarify processes and requirements for the receiving and allocation of donations.

Donors are able to direct their donation to a specific Wildcare branch. So it is possible for you to promote the opportunity to donate in support of the efforts of your branch.

As a Deductible Gift Recipient, and because all donations made to Wildcare Inc are tax deductible for the donor, Wildcare Inc is required to place all donations into the Wildcare Gift Fund and manage/allocate those donations as per the processes for the Gift Fund.

Any donations intended for your branch will be recorded as such in the Gift Fund accounts, and will only be available to your group. These funds can remain in the Gift Fund and accumulate over time. They will not be spent on projects undertaken by other branches.

Accessing branch-specific donations will require an invitation from the Board of Wildcare Inc to you, for you to submit a project application. The submission is then assessed by the Gift Fund Committee to ensure that the proposed spending is in line with the donation purpose (in this case for the specified branch), and the proposed project is compatible with the primary Objectives of Wildcare Inc (supporting reserve management and nature conservation).

It is preferable that the donor doesn’t specify the actual purchases to be made or specific projects to be funded, as the legal responsibility to select/approve projects is with the Wildcare Inc Board and Gift Fund Committee. However, you and your group decide what projects you will submit in your application.

The Board reviews the Gift Fund and money held, at each Board meeting, and if they feel there is a useful amount being held for a branch they will contact you to invite you to submit an application.

You may also request the Board to issue that invitation, if there is a project you wish to progress and there are sufficient funds available. It would be a good idea to discuss with one of the Co-Chairs or Wildcare’s Treasurer, how much funding is available, before requesting an invitation. The request should be made to the Elected Co-Chair [ecochair@wildcaretas.org.au](mailto:ecochair@wildcaretas.org.au) or Appointed Co-Chair [acochair@wildcaretas.org.au](mailto:acochair@wildcaretas.org.au)

If a donor wishes to direct a donation to your branch, they need to clearly identify the branch name and the fact that it’s a donation. Cheques should be written to Wildcare Inc - <name of branch>.

It is possible for people who donate goods and services to the branch free of charge, to claim a tax deduction to the value of the goods and services. The value of the donation is determined by the donor. Please keep a record of these donations and the advised value in your branch records.

Co-Chair (Elected) Sally Salier and Co-Chair (Appointed) Andrew Smith