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ADA DHF Donations bequest policy

Donations policy

Aim:

The ADA Dental Health Foundation's (ADA DHF) vision is to enable disadvantaged Australians to have equitable access to quality oral health care. Its aim in relation to delivery of care is to be clearly recognised as the pre-eminent coordinator of pro bono oral health programs for disadvantaged Australians. ADA DHF is registered with the Australian Charities and Not for Profits Commission (ACNC) and has been granted deductible gift recipient status by the Australian Tax Office.

Intention:

To raise funds, through donations, investment, sponsorships and bequests to enable the ADA DHF to meet its stated mission.

The purpose of this policy is to establish a process for acceptance and documentation of donations made to the ADA DHF.

This policy provides guidance for when the Australian community including professional bodies, dental professionals, dental industry entities, corporations and the community in general wish to make donations to the ADA DHF.

This policy also establishes the standards for the acceptance of gifts, bequests, donations and other sponsorship to the ADA DHF for current and future activities.

Criteria:

The ADA DHF will solicit and accept donations that are in the best interests of Foundation's vision, and which are consistent with the ethical advancement of good general and dental health.

The ADA DHF will only accept donations that are deemed appropriate, having regard to the ADA DHF's Strategic Plan. These sources of funds or their investment must not have an association with illegal or immoral activities, or act in a way that is inconsistent with the ethical advancement of good health and in particular dental health.

Clarification of terms

- i) "Gifts" or "donations"- including voluntary transfer or conveyance of property, including cash, made without consideration or compensation.
- ii) "Investment"-a monetary asset purchased with the idea that the asset will provide income in the future or will later be sold at a higher price for a profit.
- iii) "Sponsorship" — a mutually beneficial commercial arrangement or partnership between the ADA DHF and an external individual or organisation, whereby the Foundation and/or the sponsor partner provides recognition, acknowledgement and/or other promotional considerations in return for funds and/or services to a specified project, event or organisation.

The following are types of “donations” that will be accepted which have additional requirements and/or recognition benefits:

- **Cash** - Cash gifts are acceptable in any form, including cheque, money order, credit card or on-line.
- **Donations in Kind** – will be recognised appropriately in the Annual Report of the ADA DHF.
- **Real Property or Personal Property** - these will only be accepted with the approval of the Advisory Board of the Foundation (Advisory Board).
- **Marketable Securities** - Marketable securities may be transferred electronically to an ADA DHF account maintained at one or more brokerage firms or delivered physically with the transferor's endorsement. All marketable securities will be sold promptly upon receipt unless otherwise directed by the Advisory Board.
- **Unrestricted Donations** are donations that can be applied to the aims of the ADA DHF and may be used for future investment growth of the ADA DHF under its Financial Investments Policy Statement.
- **Restricted donations** are donations of money that can only be used for specific purposes, such as to provide funds to support a specific program conducted by the ADA DHF.
- **Sponsorship** is a donation whereby the donation is allocated to a specific activity such as provision of community dental programs. Sponsorships in excess of \$100K per annum or activity may receive naming rights in a general area of the program and will receive due recognition in the Annual Report. Sponsorship monies will only be allocated to the specific program for which the sponsorship has been offered and cannot be transferred without the express written permission of the sponsor.
- **Bequests, legacies and gifts with caveats (Restricted gift)** will be accepted where the condition placed upon the restricted gift is practical within the administrative capacity of the ADA DHF and its ethical undertakings and values. Where these restricted gifts have been specified to a particular project or program and that project and/or program ceases, the Foundation will have the discretion to utilise the Restricted gift in a fashion that most closely reflects the restriction placed upon the restricted gift. Such restricted gifts will receive due recognition as Friends of the ADA DHF in accordance with the document Bequest to the ADA DHF, in the Annual Report of the ADA DHF and reported financially under receipts from the donors.
- **Bequests, legacies and gifts without caveats** will be treated as donations that can be applied to the aims of the ADA DHF and may be used for future investment growth of the ADA DHF under its Financial Investments Policy statement. Such donations will be given due recognition as Friends of the ADA DHF in accordance with the document Bequests to the ADA DHF, in the Annual Report of the ADA DHF in the financial year the donation is received and reported financially under receipts from customers and donors.

Gift Acceptance

The ADA DHF accepts with sincere appreciation donations and gifts in the form of cash, bequests and other valuable property, including real estate and securities, consistent with the principles outlined above.

The ADA DHF may decline a gift or a bequest at its discretion without giving a reason. For example, ADA DHF may decline a gift where:

- a) the cost of acceptance would be greater than the value of the gift; or,
- b) acceptance of the gift would lead directly to a net decline in the asset base of the Foundation; or,
- c) the offer of the gift is dependent upon the fulfilment of a certain condition by the Foundation where that condition may:
 - prejudice the taxation status of the Foundation.
 - be contrary to the Foundation's Strategic Plan.
 - be contrary to the current Foundation's policies and priorities.
 - require the Foundation first spending its own money and resources, or
 - involve a source of the funds that is illegal or not consistent with the Foundation's Vision.
 - be from entities that principally sell armaments, tobacco and vaping, gambling or alcohol, and
 - involve an organisation that promotes sugary foods, drink & soft drinks or causes not aligning with the objectives of the Foundation.

All Gifts, Donations, Investments, Bequests and Sponsorship (donations) may be recognised in the Annual Report of the ADA DHF in the financial year the donation is received and reported.

Fundraising costs: The Foundation recognises that costs for fundraising will be incurred and that such costs will be managed judiciously.

Expenditure: The Foundation will use its best endeavors to ensure that all funds raised will be directed to the delivery of its programs and objectives. Overheads that are incurred in the administration of donations and delivery of the Foundation's programs will be kept to a minimum.

Australian Consumer Law: The ADA DHF shall at all times be compliant with its obligations under the Australian Consumer Law and to the requirements of the Australian Charities and Not for Profits Commission.