

National Parks Association of Queensland Inc.
A.B.N. 60 206 792 095

Policy Statement - *Major Donations and Bequests*
(Policy F.1)

1.0 Policy

1.1 The National Parks Association of Queensland Inc. (NPAQ) will apply major donations and bequests to the ongoing operation of the organisation and achievement of its goals.

1.2 A major donation or bequest which specifies the purpose to which the donation or bequest is to be applied will be allocated to that purpose provided that the Council of NPAQ agrees that it is able to do so, taking into account the overall financial position of NPAQ, its commitment to and funding for its various activities, and the Mission and Objects of NPAQ.

1.2.1 The Council of NPAQ may decide to apply as much of the major donation or bequest to the specified purpose as it believes is in the best interests of NPAQ and its Mission and Objects.

1.2.2 If the Council of NPAQ is unable to meet the conditions of such a major donation or bequest, and is unable to negotiate mutually agreeable alternatives with the donor or the representatives or trustees of the benefactor, the donation or bequest will not be accepted.

1.3 The benefactor who provides the major donation or bequest will be acknowledged by NPAQ in such a manner as the Council of NPAQ at that time deems fit.

1.4 NPAQ committee members, staff and volunteers will not be involved in the preparation of Wills for potential donors or benefactors.

1.4.1 NPAQ may provide suggested wording to be used for a bequest in a Will in its general communication materials.

2.0 Purpose

2.1 To specify how major donations and bequests as defined in this policy will be treated and recognised by NPAQ.

3.0 Scope

3.1 This policy applies to all donations and bequests of \$10,000 or greater in a single financial year, or providing an annual income stream of \$2,000 per year or greater.

3.2 Out of scope:

- Donations and bequests of amounts less than those outlined in 3.1;
- Monies raised through general fund-raising, raffles and art unions, and sponsorships.

4.0 Rationale

4.1 NPAQ prefers to receive gifts free of any restrictions or conditions. As the Council of NPAQ is responsible for the financial stability and management of the NPAQ, it is desirable if major donations and bequests can be applied at Council's discretion to achieve this, and in accordance with the Mission and Objects of the organisation.

4.2 On occasions an individual or organisation may wish to make a major donation or to leave a bequest subject to a condition, such as for a specific purpose or project.

In such cases, NPAQ will make every effort to comply with such conditions, or if not, to negotiate a mutually satisfactory alternative arrangement. However, major donations and bequests will not be accepted with conditions that the organisation is not able to fulfill, or where there is uncertainty as to its ability to fulfill them.

5.0 Definitions

5.1 Donation – 'in vivo' voluntary gift or contribution for a cause.

5.2 Bequest - The transfer of property upon the owner's death according to the will of the deceased.

5.3 Major donation or Bequest - an amount of \$10,000 or greater, or an annual income stream of \$2,000 or greater.

5.4 Council of NPAQ - The Council as constituted under the Rules of the National Parks Association of Queensland Inc. (ABN 60 206 792 095) at the time.

6.0 Related Policies, Procedures, Forms, Guidelines, Resources

- Rules of the National Parks Association of Queensland Inc. (ABN 60 206 792 095)
- Mission and Objects of the National Parks Association of Queensland Inc.

7.0 Responsibilities

President – Bring any major donations or bequests with specified purposes as per Clause 1.2 to Council of NPAQ for decision.

Treasurer – Ensure the application of major donations and bequests adheres to this Policy.

Council of NPAQ – Approve or disapprove acceptance of major donations and bequests with specified purposes or conditions;

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– Determine appropriate means of recognition of major donations and bequests.

Operations Manager – Dissemination and communication of this Policy, including to potential donors and bequestors.

8.0 Authorisation

8.1 The Major Donations and Bequests Policy has been authorised by

Graeme Bartrim

President of the National Parks Association of Queensland Inc.
on 25/05/2020.

9.0 Review

Review due May 2023