



Philanthropic Gifts policy

Section 1 - Preamble

(1) This Policy is effective from 19 May 2022.

Section 2 - Purpose

(2) This Policy enables the University to establish and maintain effective fundraising consistent with the University's strategic objectives and core commitments.

Section 3 - Scope

(3) This Policy applies to the solicitation, acceptance, and administration of philanthropic gifts to the University. It excludes in kind cultural gifts, gifts of art and gifts of library materials.

Section 4 - Policy

(4) The University will actively seek philanthropic gifts to support its strategic objectives and core commitments and to foster excellence in education and research, critical enquiry and debate, and positive community engagement with the University.

(5) The University will only source and use philanthropic gifts in a lawful, responsible and ethical manner.

(6) The University will only accept gifts that:

- a. align with the University's values and strategic objectives
- b. do not restrict freedom of speech or academic freedom
- c. satisfy the University's due diligence requirements
- d. align with its Deductible Gift Recipient (DGR) status.

(7) The Chief Advancement Officer is responsible for ensuring a consistent, integrated and professional approach to sourcing, accepting and administering gifts.

(8) The University will:

- a. maintain the highest standards of fiduciary integrity and ethical conduct;
- b. not act as a conduit to collect gifts for external entities.

(9) The University will:

- a. use all gifts, when undesignated, to advance the University's objectives;
- b. take the greatest care to honour donor intentions for the use of designated gifts, through coordinated gift

implementation;

- c. endeavour to discuss with donors or their representatives alternative uses for their gift, should circumstances render the University unable to direct the gift to the purpose originally intended.

(10) The University is committed to support donors through:

- a. protecting their interests and expectations;
- b. keeping them informed about the impact of their philanthropy;
- c. respecting their privacy and acknowledge and, where appropriate, publicly recognise donors.

Section 5 - Procedure

(11) The following Procedures document how to comply with this Policy:

- a. Philanthropic Gift Acceptance procedure
- b. Bequests procedure.

Section 6 - Definitions

(12) For the purpose of this Policy:

- a. Bequest: Money, property, or assets bequeathed by Will
- b. Deductible Gift Recipient (DGR): An entity endorsed by the Australian Tax Office to receive tax deductible gifts
- c. Designated Gift: A gift where the donor has indicated a preference for how it should be used (e.g., scholarships, research, and programs)
- d. Donor: An individual, entity, or estate who makes a gift to the University. In the case of bequests, donors may also be referred to as bequestors or testators
- e. Due Diligence: The range of practical steps taken by the University, so it is reasonably assured of the origin of the gifts and its prospective donors and is able to identify and manage associated risks
- f. Gift: The transfer of money, property, or other assets to the University, made with philanthropic intent, where:
 - i. the transfer is made voluntarily;
 - ii. the transfer arises by way of benefaction;
 - iii. no material benefit or advantage is received by the donor by way of return; and
 - iv. the money, property or other assets will be owned in full by the University once received

Gifts may be financial (i.e., gifts of monetary sum, including foreign currency, paid by cash, cheque, credit card or electronically) and non-financial (i.e., gifts of any asset other than cash, cheque, credit card including, but not limited to, in-kind gifts, art, book collections, property, shares and trading stock, under advice from the Office of the Chief Financial Officer).

Gifts may be designated for a specific purpose by the donor (e.g., scholarships, research, and programs) or undesignated.

- g. Material Benefit: The provision of benefits or advantages to the [funder](#). Including, but not limited to, logo acknowledgement, advertising or promotion, participation in promotional activities, rights to intellectual property, items of value
- h. Philanthropic: A voluntary exchange in which the values and aspirations of donors are matched with the values and aspirations of those they benefit

- i. Philanthropic Recognition: An acknowledgement of philanthropy. This may take the form of publication of donor names and may include naming of physical entities, academic positions, scholarships, or programs
- j. Solicitation: The act of requesting and negotiating a gift
- k. Tax Deductible Gift: A gift for which the donor is entitled to a tax deduction in Australia. [Taxation Ruling TR2005/13 Income Tax: Tax deductible gifts - What is a gift](#) explains what a gift is for the purposes of the gift deduction provisions under Division 30 of the [Income Tax Assessment Act 1997](#)
- l. Undesignated Gift: A gift where the donor has not indicated a preference for how it should be used, thereby providing the University with the flexibility to use the gift where it is needed most.

Status and Details

Status	Current
Effective Date	19th May 2022
Review Date	19th May 2027
Approval Authority	Vice-Chancellor
Approval Date	10th May 2022
Expiry Date	To Be Advised
Responsible Executive	Jimmy Buck Chief Advancement Officer +61 3 92468723
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