

SNAICC'S GUIDE TO
APPLYING FOR DEDUCTIBLE
GIFT RECIPIENT STATUS
(and surviving!)



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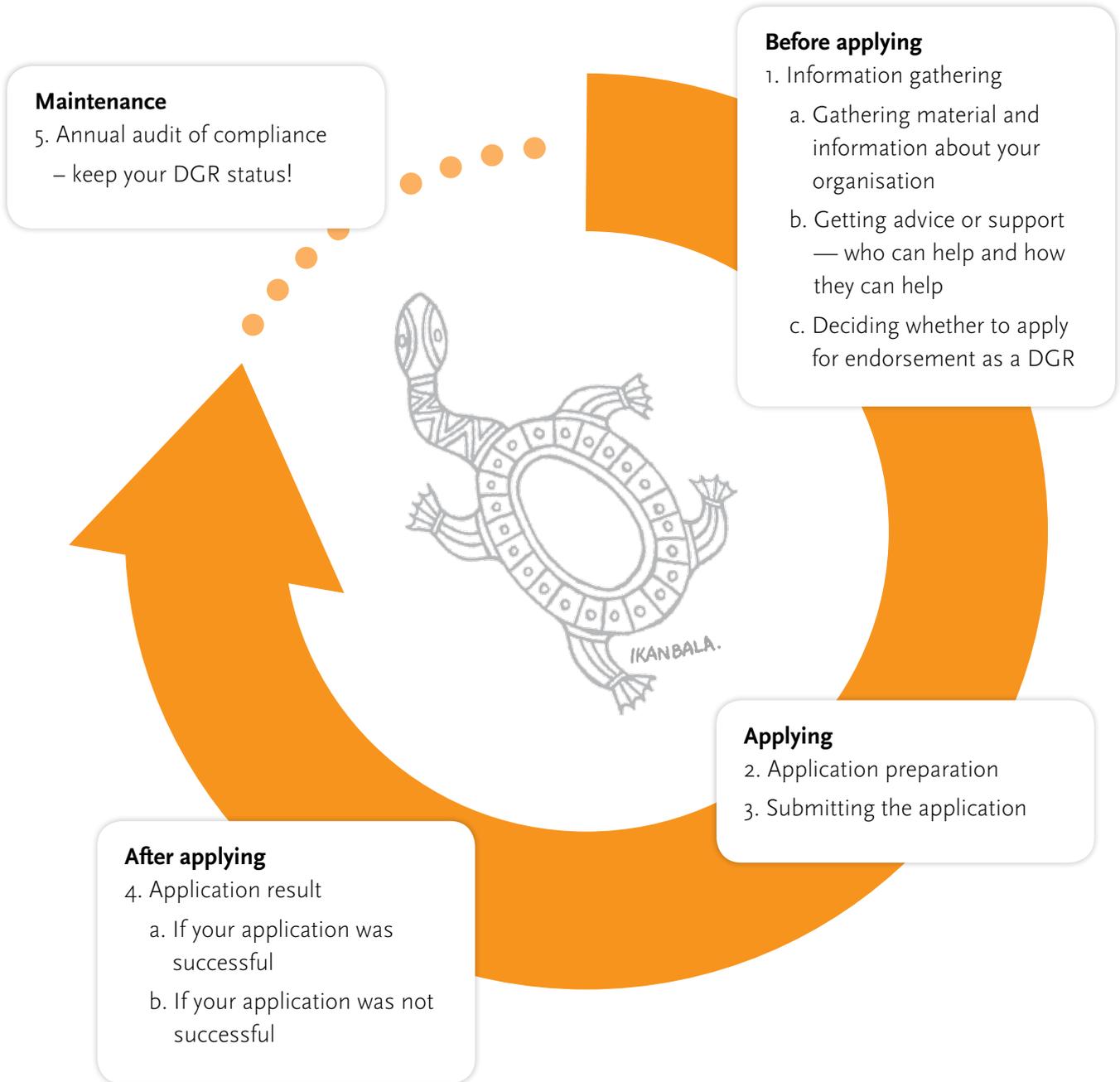
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SNAICC acknowledges Elders and Traditional Custodians of lands and seas across Australia.

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THE DGR APPLICATION PROCESS



Executive Summary

SNAICC believes that our community-controlled organisations are best placed to respond to the local needs of our children and families. Local solutions support autonomy, capacity building and importantly, value local understanding and experiences. However, limited funding and sources of income means that our services may not be able to meet the existing needs of our families. This often leaves little room for our organisations to deliver new or expanded initiatives for our children and families.

Although there are considerable philanthropic opportunities and there is also strong support for our communities, many of our community organisations simply don't have the time and resources to plan for (and undertake) the lengthy Deductible Gift Recipient (DGR) application process. The Victorian Aboriginal Community Controlled Health Organisation's (VACCHO) Australian Indigenous Guide to Philanthropy (2004) recognises the difficulties faced by Aboriginal and Torres Strait Islander organisations when attempting to obtain DGR status,

stating "tax deductibility is often the biggest hurdle for Indigenous organisations" (p.20). When SNAICC began its DGR journey, it soon became clear that the application involved far more time, resources and work than we had initially anticipated. What we also found was that the hurdle appeared that much higher because information was complex or hard to find, and it was often hard to know where to go for help and support.

This resource pulls together the material that we wish had been more readily available when we began our DGR application journey. It is a work-in-progress that will grow with your feedback and stories, and I encourage you to get in touch with us and share your experiences and suggestions. Best of luck with your applications!

Sharron Williams

Chairperson, SNAICC Gift Fund Committee

About SNAICC

The Secretariat of National Aboriginal and Islander Child Care (SNAICC) is the national peak body in Australia representing the interests of Aboriginal and Torres Strait Islander children and families. SNAICC's mission is to provide a strong voice for our children and families. As a national peak body, SNAICC supports the Aboriginal and Torres Strait Islander children and families sector through promoting the rights, needs and aspirations of Aboriginal and Torres Strait Islander children and families. SNAICC's vision is for an Australia in which our communities are empowered and are able to make decisions regarding their own future.

Established in 1981, following an identified need by Aboriginal and Torres Strait Islander people at the First Aboriginal Child Survival Seminar in 1979, SNAICC elected its first national executive in 1982 and opened

its doors the following year. SNAICC currently operates from a membership base of Aboriginal and Torres Strait Islander community-based child care agencies including: Multifunctional Aboriginal Children's Services, early childhood education, long-day care childcare services, crèches, preschools, family support services, link up and family reunification services, foster care agencies, community groups, family group homes, voluntary associations and services for young people at risk.

SNAICC supports organisations working for (and with) our children and families by providing resources, training and advocacy in the child and family welfare and education sectors. SNAICC assists its member organisations by designing, developing and distributing community and organisational resources.



Abbreviations

ACCHO – Aboriginal Community Controlled Health Organisations
ABN – Australian Business Number
ACF – Australian Charities Fund
ACOSS – Australian Council of Social Service
ACWA – Association of Children’s Welfare Agencies
AH&MRC – Aboriginal Health and Medical Research Council
AGS – Australian Government Solicitors
ALS – Aboriginal Legal Service
ARDS – Aboriginal Resource Development Services
ATO – Australian Taxation Office
ATSILS – Aboriginal and Torres Strait Islander Legal Services
ANAO – Australian National Audit Office
CAEPR – Centre for Aboriginal Economic Policy Research
CATSI – Corporations (Aboriginal and Torres Strait Islander) Act 2006
CAV – Consumer Affairs Victoria
DEEWR – Department of Education, Employment and Workplace Relations
DGR – Deductible Gift Recipient
FAQs – Frequently asked questions
FIA – Fundraising Institute Australia
IBA – Indigenous Business Australia
IBDP – Indigenous Business Development Program
ICV – Indigenous Community Volunteers
IEDU – Indigenous Economic Development Unit
IPSP – Inclusion and Professional Support Program
IPSU – Indigenous Professional Support Unit
MACS – Multifunctional Aboriginal Children’s Services
NGO – Non-government organisation
OoHC – Out of Home Care
PILCH – Public Interest Law Clearing House
QAIHC – Queensland Aboriginal and Islander Health Council
RRACSSU – Regional and Remote Aboriginal Children and Services Support Unit
RTO – Registered Training Organisation
SNAICC – Secretariat of National Aboriginal and Islander Child Care

Introduction

SNAICC has developed this resource to support Aboriginal and Torres Strait Islander community organisations in applying for endorsement as a Deductible Gift Recipient (DGR) by the Australian Taxation Office (ATO).

This resource aims to support the many local community initiatives that could go a long way to addressing our communities' needs and dreams — if only the resources, time and money were available.

Philanthropic and public money — including grants, endowments and private donations — have the potential to greatly assist community services, programs and initiatives. However, many Aboriginal and Torres Strait Islander organisations have had limited opportunity to engage with these sources for a variety of reasons. One initial hurdle for our organisations is applying for DGR endorsement, also commonly called 'DGR status'.

Why DGR?

DGR endorsement can be quite beneficial to Aboriginal and Torres Strait Islander organisations. Organisations with DGR status are able to access a greater range of philanthropic money than those who have not been endorsed, and may also be able to attract more donations from the public as well as offer additional benefits to their staff.

- What are the main reasons your organisation is considering applying for DGR endorsement? For example, is it to raise money for a new building or program? To offer more benefits to staff? To support your ongoing fundraising efforts by making donations deductible?

See What is DGR? on page 11 to learn more about the benefits and obligations of DGR endorsement.

ABOUT THIS RESOURCE*

SNAICC has drawn on its own experiences, and the feedback and advice of our members and networks, to compile this resource. It aims to provide a basic overview of the DGR application process as well as useful snapshots of information, potential resources and contacts from around Australia.

This resource supports and promotes:

- Aboriginal and Torres Strait Islander design, development and delivery of services to our families and children;
- the growth and capacity of our organisations and communities;
- strong and positive engagement with the philanthropic sector and other partnership and funding opportunities.

** Please note: this resource does not constitute legal advice.*

IMPORTANT!

You are not alone! There are many people who can advise or support your organisation to work through the DGR application process, whether you are after lawyers, administrative assistants or people to help write your application. There are also many free services and resources out there. See Getting advice on pg.15 to get a snapshot of the range of volunteers, resources and support out there.

HINT

This is a resource that we want to keep growing and updating to make it as useful as possible. You can send us feedback or stories of your experiences by emailing SNAICC on info@snaicc.org.au.



HOW TO USE THIS RESOURCE

This resource is intended for use by Aboriginal and Torres Strait Islander community-based organisations in applying for DGR status.

The resource includes:

- An overview of the DGR application process.
- Checklists of key considerations that may be helpful to consider before, during, and after the application process. These basic checklists can be used to support your organisation's application for DGR endorsement. However, although we have reflected our experience, research and feedback in these checklists, these do not form a complete list of everything that your organisation may need to consider. As our organisations range in size, age and the type of activities they undertake, some considerations will be more relevant than others, and others may not apply to your organisation.
- Hints, important notes, community voices, key contacts, information and support services around Australia (and by state and territory) for each stage of the application process.
- References for further reading and information. These references were used to compile this resource.

This resource is divided into sections:

- Organisations with DGR status
- Overview — about the DGR application process
- Before applying
- Applying
- After applying
- Other possible sources of funding
- Quicklist
- Contacts, resources and information
- References

We recommend reading both the overview and any of the sections that are relevant to your organisation. We have included a 'quicklist' at the end of this resources, which summarises the checklists from other sections. However, we recommend reading *both* the quicklist and sections that are relevant to your organisation, as the sections provide more detail, hints, important notes and stories that may be helpful.

Please note that this resource is a *guide* only, and does not guarantee a successful DGR application. Independent legal advice is highly recommended for any organisation applying for DGR status, as each application will differ considerably by organisation. The information included in this resource is current as of July 2012.

Organisations with DGR status

Throughout this resource, there are hints and stories from Aboriginal and Torres Strait Islander community organisations that have been through the DGR application process.

Aborigines Advancement League (Vic)

The Aborigines Advancement League aims to improve the social, economic and cultural advancement of Aboriginal people. The organisation supports Aboriginal communities and people through a number of services including educational programs and individuals to support KARI initiatives wherever possible.

Redfern Aboriginal Housing Company (NSW)

The Redfern Aboriginal Housing Company was formed in 1973 to address the needs of Aboriginal people living in the area. Due to discrimination and a lack of low-cost housing, a number of Aboriginal people living in Redfern at the time were unable to secure housing in the rental market. These people banded together to form the Aboriginal Housing Company, which was originally registered as a charity in 1973 and in the last few years has successfully re-applied for DGR status through the Australian Tax Office.

Secretariat of National Aboriginal and Islander Child Care (Vic)

The Secretariat of National Aboriginal and Islander Child Care (SNAICC) is the national peak body in Australia representing the interests of Aboriginal and Torres Strait Islander children and families. SNAICC's application for DGR endorsement took two years, as it was a particularly complex application. SNAICC is now endorsed as a DGR and is able to offer salary packaging to its staff.

🔗 See About SNAICC on pg.5 for more information.

HINT

All the information needed for the DGR application process is available in the Australian Tax Office's GiftPack. You can find the GiftPack and information at the ATO's website, www.ato.gov.au





Overview – about the DGR application process

WHAT IS DGR?

Deductible Gift Recipient (DGR) endorsement provides incentives for donations from the public, as donations over \$2.00 are 'tax deductible', or can be claimed as a deduction on personal tax returns. DGR endorsement provides a tax concession that effectively allows organisations to seek a range of funding opportunities that are unavailable to organisations without DGR status. This may include philanthropic grants, gifts, private donations or other opportunities. This is because many philanthropic organisations' constitutions have a requirement that they are only able to support or donate to organisations with DGR status. Some organisations with DGR status are also able to offer staff additional benefits through 'salary packaging' options.

Applications for endorsement as a DGR involve considerable planning and documentation, and organisations will need to have sound governance, management and record-keeping methods in place.

The Australian Taxation Office (ATO) or other body responsible for endorsing organisations within particular DGR categories will consider whether an organisation fits within any of the many categories of DGRs under the law. The ATO currently lists over 40 categories. More information about the DGR categories can be found on the ATO website, www.ato.gov.au/nonprofit/pathway.aspx?sid=42&pc=001/004/006

If an application is successful, an organisation will be 'endorsed' as a DGR, and the organisation will have 'DGR status'.

POSSIBLE BENEFITS OF DGR STATUS

"Having DGR is better for the organisation. You can receive gifts from private donors and it becomes a part of your public profile. It's not just about money — you are also in the public arena showing people the work we do looking after community." — Aborigines Advancement League

There are several ways in which DGR status may assist your organisation, its programs or services. The benefits to Aboriginal and Torres Strait Islander organisations from accessing philanthropic funding may include:

- **Independence:** A key aspect of self-determination is promoting independence from government, allowing greater community control over the decision-making processes within organisations. Organisations accessing a diversity of funding opportunities will have greater control over decision-making and allocation of funds.

IMPORTANT!

Your organisation's decision to apply for DGR status — and the process of applying for DGR status — will need to take into account the things that make your organisation unique. In other words, what one organisation has done may not be suitable for your organisation for a range of reasons. It is important that you seek advice about your organisation early on! ✍️ See Before applying on pg.14 for suggestions on where you can find help.

IMPORTANT!

It is important and helps save time to seek legal advice early, even if your organisation is not sure if you want to apply. Lawyers will be able to help you determine if your organisation is likely to fit one of the categories, and may also help with drafting the application.

HINT

You may also want to ask your lawyer if your organisation is eligible for any other tax concessions or salary packaging options as well as DGR.



HINT

There is a lot of information out there about organisational governance, DGR, the philanthropic sector, pro bono work and volunteering, you just need to know where to start your search! ✍ See the Contacts, resources and information section on pg.29 for more information.

- **Diverse funding streams:** Diversifying sources of funding can enhance the ability of an organisation to set and achieve its own goals, solve problems and undertake programs and initiatives specific to the needs of the community.

Philanthropy and governments can work together to enhance Aboriginal and Torres Strait Islander wellbeing, often in innovative ways. Aboriginal organisations can adopt a diversity of funding arrangements, drawing on the private and public, community and corporate sectors.

- **New partnerships:** Partnerships have been built between Aboriginal and Torres Strait Islander communities, NGOs and philanthropic foundations, and such partnerships have been successful where other programs have not.

“DGR status provides opportunities to minimise your costs and may allow access to a myriad of charitable opportunities.” — KARI Aboriginal Resources Incorporated

In summary, DGR status may:

- open up previously inaccessible funding opportunities
- support the diversification of funding arrangements
- assist in building organisational capacity, and
- support local initiatives and independence.

KEY CONSIDERATIONS FOR YOUR ORGANISATION

There are several considerations for your organisation to be aware of — both before and, if successful, after DGR endorsement:

- An application for DGR status *is not* a guarantee that your organisation will obtain DGR status. The ATO and other decision-makers follow guidelines set out by law about what types of organisations and activities can be endorsed.
- Remember, there are other sources of philanthropic funding and donations that *do not* require DGR status (✍ see Other possible sources of funding on pg.23).
- Both the application and then (if successful) the task of ensuring that your organisation meets the DGR conditions, reporting and administration requirements as an endorsed DGR, require time, resources and people.
- Even if your organisation is endorsed as a DGR, securing philanthropic grants, funding or private donations will require time, resources and people.



MORE INFORMATION ON DGR ENDORSEMENT

Australian Taxation Office

ATO information on the DGR application process, the application form, current tax law and policies relating to DGRs.

DGR GiftPack for deductible gift recipients and donors, GiftPack NAT 3132

Website: www.ato.gov.au/content/downloads/SME18699nat3132_04_2011.pdf

The endorsement process for deductible gift recipients, ATO Fact Sheet NAT 3193

Website: www.ato.gov.au/content/downloads/NPC_106600_n3193.pdf

PILCH Connect

Provides an overview of the DGR process, links and frequently asked questions about DGR.

Website: www.pilch.org.au/DGR

Freehills

Provides an overview of the tax concessions (including DGR endorsement) that may apply to Aboriginal and Torres Strait Islander organisations.

Website: www.vcross.org.au/clearinghouse/resources/resource-%20indigenous%20org%20paper%20by%20ofreehills.html



Before applying

HINT

A list of organisations with DGR endorsement is online at <http://abr.business.gov.au/DgrListing.aspx>

HINT

Both state and federal government websites have a great deal of information on setting up and running organisations, and offer information services for Aboriginal and Torres Strait Islander organisations. ✂ See the Contacts, information and resources section on pg.29 for more information.

HINT

If you are unsure, or if you do not have an ABN, you can find out more information about this and apply for an ABN online at www.abn.business.gov.au

HINT

✂ For information or support for applying for an ABN, see the Contacts, resources and information section on pg.29.

INFORMATION GATHERING

If your organisation is considering whether or not to apply for DGR endorsement, it is helpful to gather some basic materials and information about your organisation and the DGR application process before you seek advice. The more information that your organisation can provide the better! This gives the person you seek advice from a better understanding of your organisation, the work it does and, if eligible to apply, what your organisation's application may involve.

Below is a list of information that it may be helpful to gather before you seek advice.

GATHERING MATERIAL AND INFORMATION ABOUT YOUR ORGANISATION

"The number one tip for any organisation even thinking about applying for DGR is to have a committed person who is allocated the time and the resources to actually follow the process through.

If they're going to go down this track, and it isn't a straight-forward application, management needs to make sure that they have allocated enough resources for it." — SNAICC

CHECKLIST – GATHERING MATERIAL AND INFORMATION

- 1. Who in your organisation will be working on this application? How much time can they allocate to this application?
- 2. Is your organisation currently a company or an incorporated organisation? Or is it a club, a group of friends and community, or another type of organisation? *Please note: not all types of organisations may be eligible for endorsement.*
- 3. Does your organisation have an Australian Business Number (ABN)?
- 4. If you have an ABN, do you currently have any tax concessions or exemptions as an organisation? This can be checked by looking online at www.abn.business.gov.au
- 5. Do you have a copy of your constitution, your rules or other governing documents?

IMPORTANT! *Legal advice can help with drafting or re-drafting this material if needed. This process can be quite lengthy depending on how your organisation currently operates and what your organisation wants reflected in its governing documents. Also consider other factors, such as how often your organisation's Board meets, the availability of legal advice and so on.*



GATHERING MATERIAL AND INFORMATION - CONTINUED...

6. How would you describe the work or activities, services or programs that your organisation provides? Who is involved in your organisation — for example, is it a community-controlled organisation, or another structure?

IMPORTANT! *It is really important to be able to describe what your organisation does, as this may impact on your organisation's eligibility and application. Consider:*

- *writing some short notes about the history and those involved in your organisation (for example, do you have elders involved? Or other community members?)*
- *gathering copies of any newsletters, posters, reports, pamphlets about your organisation, photos or videos of events or gatherings, resources and anything else that you have on hand.*

If you later decide to apply for DGR endorsement, you may also be using these materials to support your application.

7. What are the main reasons your organisation is considering applying for DGR endorsement? For example, is it to raise money for a new building or program? To offer more benefits to staff? To support your ongoing fundraising efforts by making donations deductible?
8. Do you have any questions about the DGR application process or any other tax or fundraising issues? Consider keeping note of these for when you are seeking advice, as even the smallest issue may be quite important.

“SNAICC decided to adopt a new set of rules to more clearly reflect our goals and the way that our organisation was growing. The whole process of changing the rules was a lot of work — and a very long process.” — SNAICC

GETTING ADVICE

There are several organisations that provide resources on the DGR application process, or advice, or volunteer support, or a combination of these. The main forms of advice may include:

Resources

These may provide basic or detailed information; they may be for specific organisation types or more general; and they may include suggestions about where to go for further information. These can be helpful as a place to start.

HINT

If you are a community group that would like to become a formal, legally recognised organisation (for example, an incorporated organisation), volunteer support may be available to assist the process. See the Contacts, information and resources section on pg.29 for more information.

HINT

If they are not available, you may be able to obtain a copy of your organisation's documents by requesting them from the relevant government department. See the Contacts, resources and information section on pg.29 for more information.

HINT

There are other sources of philanthropic funding and donations that do not require DGR status. See section Other possible sources of funding on pg.23).

HINT

If you decide to apply for DGR endorsement, you will be required to provide a copy of your constitution or rules, which will help the ATO or other decision-maker to decide whether you are eligible to fit within a DGR category. It is important that these documents clearly reflect the work that your organisation does and plans to do.



HINT

There are organisations that help to match volunteers with organisations. See the Contacts, resources and information section on pg.29 for more details.

HINT

Organisations who take on volunteers have responsibilities to them and other workplace issues to consider; for example, does your organisation require volunteers to have Police Checks/Clearances? See the Contacts, resources and information section on pg.29 for more detail.

HINT

There are often university or TAFE students looking for work placements whose task it could be to assist this process. Some may be on placement fulltime with an organisation for up to three months. However, this will still require recruitment, supervision, time and resources. See the Contacts, resources and information section on pg.29 for more detail.

HINT

Some law firms offer pro bono or voluntary assistance to community organisations, and it helps to ask around your networks if they know of anyone who might be able to help. There are also some organisations that help match relevant legal expertise to your organisation. See the Contacts, resources and information section on pg.29 for more detail.

Volunteer support

These organisations may be able to link your organisation up with some fabulous volunteers to assist with preparing to apply, and then applying, for DGR status. These may be lawyers, application writers, accountants, office staff and so on. Volunteering is often described as a two-way process — both organisation and volunteer can benefit and learn!

IMPORTANT! Keep in mind that volunteers have to be recruited and supervised, some may need resources (desk, computer) and they may not be available when you need them or necessarily have the skills required to help your organisation.

For example, some volunteers may have experience with legal work, but may not have worked with an Aboriginal or Torres Strait Islander organisation before. While it may be useful to have someone help out, it may be worth considering what skills and life experiences are absolutely required and which are just desired before you commit to hosting and supporting a volunteer.

“Our financial managers did what was necessary [to apply for DGR]. We got advice. It takes a little bit of work and there are lots of different things to consider.” — Aborigines Advancement League

LEGAL ADVICE

A lawyer will help assess if your organisation is eligible to apply for DGR, identify the category that may be appropriate, and advise on the application process. Your lawyer may also be able to help with drafting the application.

Seeking legal advice early is highly recommended, as it can save considerable time, effort and money.

See the Contacts, resources and information section on pg.29 for more detail on where to look for more information, advice or volunteers.

CHECKLIST – PREPARING TO GET ADVICE OR SUPPORT

- 1. Have you decided what kind of information or support you are looking for? For example, are you looking for volunteer support? Or do you just want some general information? Or both?
- 2. If you are looking for volunteer support, what expectations or requirements do you have of the volunteer? How will your organisation decide if they are appropriate? What support is your organisation able to give the volunteer?
- 3. Do you have all the material, information and any questions handy to talk through with potential volunteers or organisations you call for help?
- 4. Are there ways you can advertise or look for volunteers? For example, consider asking if you can put up signs around local stores, or advertise on your website and in newsletters, and don't forget to ask people for suggestions about people who might help out!



DECIDING WHETHER TO APPLY FOR ENDORSEMENT AS A DGR

The section Overview – About the DGR application process on pg.11 included a discussion on some key considerations to think about when deciding whether your organisation wants to apply for DGR endorsement at this time.

“We found that being organised, devoting the time, having the supports out there, having the support of your board and your management is absolutely fundamental.” — SNAICC

CHECKLIST – DECIDING WHETHER TO APPLY FOR ENDORSEMENT AS A DGR

- 1. Is there a category of endorsement that may apply to your organisation?
- 2. Have you considered all the advice and information about how long it might take, the resources involved, and the chances of success?
- 3. Remembering that applying for DGR status does not guarantee a successful application, are you prepared to put in the time for the application, at this time? You can always apply later, and the work you have done will still be helpful.
- 4. Have you thought about the reasons behind why you are applying for DGR? Is this the most appropriate way to achieve your organisation’s goals?
- 5. Is your organisation prepared to commit ongoing resources, time and people to complying with DGR conditions, reporting and administration if you are successful?
- 6. If you are endorsed as a DGR, is your organisation able to commit time, resources and people to searching for philanthropic grants, funding or private donations?

HINT

It may help for your organisation to plan and write down what your needs and expectations are before you advertise or meet with potential volunteers. For example, what tasks would you want them to complete, in what time frame? Do you want them to help you find and collate documents? Or help you prepare documents? Do you need someone to provide legal or financial advice? What standard are you expecting? Would you like to check their references? Do they need to have specific skills? Do you want them to be able to meet with you, or is it OK to talk over the phone or by email? Do they need to have their own computer? Do you want them to be familiar with your organisation? Do you require them to have a Working with Children Check or equivalent?

HINT

Take notes when you are asking for advice, as often you will get more information than makes sense at first. Some of that information becomes helpful down the track, particularly things like who you talked to or what they suggested.

HINT

Consider asking people you talk to if they are happy for you to call back with questions so you do not always have to re explain your organisation’s situation.



Applying

There are three main steps that help to make the DGR application process a bit simpler. However, these can also be very time-consuming.

They are:

- a. confirming the type of material that is needed for the application
- b. preparing the application
- c. reviewing and sending the application

Given the amount of time that you have already spent on the application, it is worth double-checking that you have included everything that your lawyer or adviser has suggested. This may mean going back over information from the ATO or other decision-maker about what they will be looking for; reading through any notes you may have from earlier talks with people; talking to your lawyers and asking them to review your application; and checking that you have copies of your application and all supporting material.

You are then ready to send your application.

“Providing the information to ensure the service’s eligibility for DGR was one of the most challenging aspects [of the application process].” — KARI Aboriginal Resources Incorporated

“It takes time to gather all the information about your organisation and what your organisation does. Sometimes it is hard to know what information to provide! In the end, we decided to provide enough information so that anyone — even someone who knew nothing about SNAICC or the Aboriginal and Torres Strait Islander child and family sectors — would be able to understand what we do, why we do it, and how we do it.

We provided lots of things — our Rules (our Constitution), posters, photos, staff stories, videos, newsletters, resources, reference letters from other organisations and individual community members, annual reports... and we also made sure our website was up-to-date. Our lawyers then helped us choose the things that best told our story.” — SNAICC

HINT

ATO information on DGR, including information on the application process, is available online www.ato.gov.au/content/downloads/NPC_106600_n3193.pdf

HINT

Have another quick look at Checklist — gathering material and information about your organisation on pg.14 for ideas on what information might be useful to include in your application.



CHECKLIST – APPLYING FOR DGR ENDORSEMENT

- 1. Have you confirmed with your lawyers or advisors that you have the correct application form for the particular type of endorsement you are seeking and have a list of any attachments that are required?
- 2. Have you completed all of the application form and included all attachments?
- 3. Have you had a look back over your notes and any other material to make sure you have included everything you think will support your application?
- 4. Has your lawyer reviewed your application and provided any supporting documents that may be required?
- 5. Have you made copies of your complete application for your records?
- 6. Have you retained a copy of the postal record/registered post receipt? This may be helpful if you are trying to follow up on the status of your application.

Time to submit the application — good luck!

HINT

It is worth spending some time looking over your application at this time, as you may find some extra gems of information that didn't seem so relevant before. Also, it is often helpful to get a fresh eye to look at your application, as people often pick up what the writer misses or thinks is clear!

IMPORTANT!

Remember that there may be different forms and processes involved depending on the type of organisation (for example, a cultural organisation, or one that provides direct services to the community, and so on). Remember to confirm with your lawyers, advisors and by reading the guidelines online that you are applying under the DGR category that best reflects your organisation's work and purpose.



After applying

HINT

Information about the requirements for DGRs is available on the ATO website. It may also be helpful to talk to your lawyer or accountant about what will make it easy for your organisation to comply with ATO requirements.

IMPORTANT!

If you let your DGR status lapse, you will have to go through the entire process again. Don't let your status lapse! Talk with your lawyer and check the ATO website and letter that was sent to you about what is required to keep your status.

HINT

Have a look at the websites of organisations that support governance as they often have useful templates for internal audits and organisational reviews. See the Contacts, resources and information section on pg.29 for more details.

The length of time before an organisation is informed of the ATO's decision varies, but your lawyer may be able to give you an indication of the time this takes. While waiting, there are several other considerations your organisation may want to explore, for example, applications for fundraising in your state or territory, or seeking grants from sources that do not require DGR (See Other possible sources of funding on pg.23, and the Contacts, resources and information section on pg.29 for more details.)

IF YOUR APPLICATION WAS SUCCESSFUL

Congratulations! If the ATO or other decision-maker advises you that your organisation's application has been successful, you will be sent details of what concessions and exemptions have been granted. It is important to talk to your lawyer and/or accountant about what these concessions and exemptions mean for your organisation. For example, there may be:

- more benefits available for staff (for example, 'salary packaging' options)
- new administrative, reporting, record keeping and receipting requirements
- opportunities to apply for grants or funding that require particular tax status, concessions or exemptions.

"Once you've got DGR status, you want to keep it! You need to be very strict around compliance with DGR requirements — for example, SNAICC needs to complete a self-assessment of DGR eligibility annually. Consider having a checklist that your managers, Board etc have to make things easy to keep track." — SNAICC

"It is important to have a register that has all your information available. For example, keep note of any dates for renewal. All papers and documents need to be kept in a register together — all in one place.

Also, make sure someone is always on top of the organisation's status obligations, is aware of renewal dates and has access to the required information and documents." — Redfern Aboriginal Housing



"I think it is really important for organisations to have willingness, and a proper model within the organisation, to support the projects that will be potentially funded through philanthropic sources." — SNAICC

CHECKLIST – IF YOUR APPLICATION WAS SUCCESSFUL

- 1. Do you have a photocopy and/or scan of the letter from the ATO advising your organisation of its tax status, exemptions or concessions?
- 2. Have you talked to your lawyer and/or accountant about what the status, concessions and exemptions mean for your organisation?
- 3. Have you thought about what systems, reviews or training might be needed so that your organisation is able to meet all new administrative or reporting requirements? Have you created an internal checklist or monitoring system? Who in your organisation will be responsible for monitoring compliance with the requirements and obligations of DGR status?
- 4. Has your organisation thought about making a plan for approaching philanthropic sources? For example, what are your priorities? Why is it important? How much will you be looking for?
- 5. Has your organisation thought about whether it needs a fundraising licence?

IMPORTANT!

Your organisation may need a fundraising licence if it is planning to hold events that will raise money from the public over a certain amount — for example, an appeal or fundraising event like a raffle or auction. However, fundraising licences and the requirements for these vary by state and territory.

HINT

There are many fantastic resources about searching for philanthropic grants, sponsorship and fundraising. 🔄 See the Contacts, resources and information section on pg.29 for more details.

HINT

Some organisations provide regular newsletter updates on any changes to laws or policies that may affect our community organisations. 🔄 See Contacts, resources and information on pg.29.

HINT

It is important to check that your organisation's profile is updated and listed on the Australian Government's business website as having whatever tax status, exemptions or concessions are granted. This can be checked here: www.abn.business.gov.au

This is because many philanthropic organisations check online for information on potential grants. If your updated profile does not appear within a reasonable time, consider contacting the ATO to confirm when this will occur.



HINT

DGR endorsement is not always required to raise funds — remember there may be corporate sponsorship opportunities that don't require DGR status and that many people are often happy to donate to a good cause (even if they don't get a tax deduction!).
🌀 *See the Contacts, resources and information section on pg.29 for more details, and especially the Philanthropy Australia website (details of which are listed in that section).*

HINT

There are many generous donors and organisations that could be interested in your organisation's work — it is often a matter of finding them and then getting the right introduction to their organisation! For example, it can be easier if they know of you and your work through a recommendation from someone who has worked with you before and who that organisation also knows and trusts. These recommendations could come from other organisations, government, community elders, and so on.

HINT

It is often helpful to have managers and members of your Board or community willing and prepared to make phone calls and go to meetings on behalf of your organisation, as it emphasises to people how important your project is to your organisation and its members!

IF YOUR APPLICATION WAS NOT SUCCESSFUL

If your application was not successful, it is worth considering talking to your lawyer about why it was not successful.

For example, you may feel that the reasons provided indicate that your application was not adequately considered, or that you could provide further information that would strengthen your application. Your lawyer can discuss with you whether there are any other steps your organisation could take.

CHECKLIST – IF YOUR APPLICATION WAS NOT SUCCESSFUL

- 1. Have you and your lawyer identified the reasons why your application was not successful?
- 2. Have you discussed with your lawyer what further options you may have? It is important to address this promptly as time limits may apply.
- 3. Have you considered other options for securing donations or philanthropic funds?

IMPORTANT!

There are many organisations searching for funding or sponsorship. It is important to understand the philanthropic sector and how it works. Your organisation can access the many fantastic resources about philanthropic grants, sponsorship and fundraising. 🌀 See the Contacts, resources and information section on pg.29 for more details.

IMPORTANT!

Remember that your community organisation is an expert about your experiences and your community's needs — but you may have to explain the reasons your project is so important, particularly if they haven't visited your community or are not familiar with your views and the needs of your community. This can be the make or break between getting support for your project or not!



Other possible sources of funding

There are a variety of philanthropic or other sources for your organisation to consider, summarised below. Each source raises its own legal, taxation and risk management considerations that should be talked through with your lawyer and accountant. Although many sources of funding can or will only consider supporting organisations with DGR endorsement, some may also not require DGR status.

CHECKLIST – OTHER POSSIBLE SOURCES OF FUNDING

- 1. Has your organisation thought about making a plan for approaching philanthropic or other sources of money? For example, what are your priorities? Why are these projects important? How much will you be looking for, over how long? What other resources will you need? Why is it something that government or members of your organisation will not pay for?
- 2. Have you read through some of the resources on philanthropy and fundraising?  See the Contacts, resources and information section on pg.29 for more details.
- 3. Have you contacted your networks and other organisations (both in the same state and interstate) for advice about approaching particular sources of funding?
- 4. Have you confirmed with your lawyer or accountant what legal, tax or financial considerations you should know about before you begin approaching other sources of funding?
- 5. Have you prepared a 'package' or set of material that you are happy to present to possible funding sources, remembering that often there is only one chance to impress?!
- 6. Have you contacted possible sources and requested a meeting to talk about your ideas?

GOOD LUCK!

IMPORTANT!

Keep in mind that there are often different requirements for organisational establishment, governance and fundraising licences from state to state. This means that only some things will be applicable to your organisation if you are looking at something from a different state or territory!

Remember, for fundraising, organisations are often required to have a licence in all the states and territories in which the organisation is raising funds! If you are running a national campaign, you should seek advice from your lawyer as to whether you need a licence from all states and territories.

HINT

Remember, although some philanthropic sources or organisations may be based in one state or territory, sometimes they are interested in projects in other parts of Australia. It never hurts to check their website, or call them if you are unsure!

HINT

If you are thinking of looking for corporate sponsorship, it is worth considering doing some research on the types of organisations you might approach and on what kind of organisations they might be interested in supporting. For example, it might make sense for a bookstore to support a project developing a book or playgroup, even if they have never done something like that before!

HINT

Although you can have a standard set of material, it is often a good idea to think about tailoring your material to the organisation you are seeking support from — for example, if the organisation is interested in education for 2-year-olds, they may not be interested in material about 16- and 17-year-olds!

HINT

Once you arrange a meeting with a possible funding source, it is often helpful to have a meeting with other representatives of your organisation to plan who might talk about what, and to ensure that you all feel comfortable with the material. It never hurts to do a practice 'pitch' or presentation to each other. The more practice, the better!



OTHER POSSIBLE SOURCES OF FUNDING

Source	About
Individual philanthropic gifts or contributions	<ul style="list-style-type: none"> This option can be established early on through online giving etc, and could gradually be grown over time. IMPORTANT! <i>Your organisation will need to check on relevant fundraising licence requirements in your state or territory.</i> It will require organisations to consider a marketing strategy, manage contributor relationships, reporting requirements and so on.
Corporate sponsorships	<ul style="list-style-type: none"> This is effectively the payment of money by a business to a community organisation for business purposes (including marketing, public relations, staff morale or 'feel good' reasons) with the view to receiving a benefit in return. Applications and meetings could be driven initially by volunteers or external consultants, with less immediate time required of your organisation than other options (such as fundraising events). However, staff would be required to manage corporate relationships, reporting requirements and so on.
Grant applications — philanthropic organisations	<ul style="list-style-type: none"> These may be for small grants of \$1000 up to large project amounts. Tend to prefer to support start-up, a new stage of a project or a discrete need (VACCHO 2004). Tend to have strong interests in community programs that focus on developing skills, mentoring, and peer support activities (VACCHO 2004). Most formal philanthropy occurs through trusts and foundations. A majority of Australian philanthropic trusts are based in Victoria. Generally, grants will not fund (VACCHO 2004, p. 74): <ul style="list-style-type: none"> - core operational costs/ ongoing operations - buildings, capitals and equipment - gaps caused by government withdrawal - financial deficit - fundraising costs and materials - overseas programs - overseas travel - conferences - publications - individuals - school buildings - fundraising events - political campaigns Applications could be written primarily with volunteers or external consultants, with less immediate time required of staff than other options, such as fundraising events. Staff would be required to manage relationships with the funding body, reporting requirements and so on.
Fundraising events	<ul style="list-style-type: none"> Could provide flexibility for your organisation's supporters to have their own fundraising events — for example, charity runs, art fairs or competitions, events tied to NAIDOC Week or other key dates. Could build your organisation's public profile and promote community engagement. Your organisation may be required to have fundraising registration for the state or territory you are in and possibly other jurisdictions. The requirements for fundraising registration vary by state and territory. This is likely to be the most immediately time-intensive option for your organisation unless you employ external fundraisers or engage volunteers.

WANT MORE INFORMATION?

🔗 If you are looking for more information on DGR, such as reading materials, have a look at the References section on pg.60.



This is a summary of all the checklists in this resource.

Please remember, it is very important to seek legal advice for your organisation early on, as this will clarify what is specifically involved for YOUR organisation if it decides to apply for DGR endorsement.

BEFORE APPLYING

GATHERING MATERIAL AND INFORMATION

- 1. Who in your organisation will be working on this application? How much time can they allocate to this application?
- 2. Is your organisation currently a company or an incorporated organisation? Or is it a club, a group of friends and community, or another type of organisation? *Please note: not all types of organisations may be eligible for endorsement.*
- 3. Does your organisation have an Australian Business Number (ABN)?
- 4. If you have an ABN, do you currently have any tax concessions or exemptions as an organisation? This can be checked by looking online at www.abn.business.gov.au
- 5. Do you have a copy of your constitution, your rules or other governing documents?
- 6. How would you describe the work or activities, services or programs that your organisation provides? Who is involved in your organisation — for example, is it a community-controlled organisation, or another structure?
- 7. What are the main reasons your organisation is considering applying for DGR endorsement? For example, is it to raise money for a new building or program? To offer more benefits to staff? To support your ongoing fundraising efforts by making donations deductible?
- 8. Do you have any questions about the DGR application process or any other tax or fundraising issues? Consider keeping note of these for when you are seeking advice, as even the smallest issue may be quite important.

PREPARING TO GET ADVICE OR SUPPORT

- 1. Have you decided what kind of information or support you are looking for? For example, are you looking for volunteer support? Or do you just want some general information? Or both?
- 2. If you are looking for volunteer support, what expectations or requirements do you have of the volunteer? How will your organisation decide if they are appropriate? What support is your organisation able to give the volunteer?
- 3. Do you have all the material, information and any questions handy to talk through with potential volunteers or organisations you call for help?
- 4. Are there ways you can advertise or look for volunteers? For example, consider asking if you can put up signs around local stores, or advertise on your website and in newsletters, and don't forget to ask people for suggestions about people who might help out!



DECIDING WHETHER TO APPLY FOR ENDORSEMENT AS A DGR

- 1. Is there a category of endorsement that applies to your organisation?
- 2. Have you considered all the advice and information about how long it might take, the resources involved, and the chances of success?
- 3. Remembering that applying for DGR status does not guarantee a successful application, are you prepared to put in the time for the application, at this time? You can always apply later, and the work you have done will still be helpful.
- 4. Have you thought about the reasons behind why you are applying for DGR? Is this the most appropriate way to achieve your organisation's goals?
- 5. Is your organisation prepared to commit ongoing resources, time and people to complying with DGR conditions, reporting and administration if you are successful?
- 6. If you are endorsed as a DGR, is your organisation able to commit time, resources and people to searching for philanthropic grants, funding or private donations?

APPLYING

APPLYING FOR DGR ENDORSEMENT

- 1. Have you confirmed with your lawyers or advisors that you have the correct application form for the particular type of endorsement you are seeking and have a list of any attachments that are required?
- 2. Have you completed all of the application form and included all attachments?
- 3. Have you had a look back over your notes and any other material to make sure you have included everything you think will support your application?
- 4. Has your lawyer reviewed your application and provided any supporting documents that may be required?
- 5. Have you made copies of your complete application for your records?
- 6. Have you retained a copy of the postal record/registered post receipt? This may be helpful if you are trying to follow up on the status of your application.



AFTER APPLYING

IF YOUR APPLICATION WAS SUCCESSFUL

- 1. Do you have a photocopy and/or scan of the letter from the ATO advising your organisation of its tax status, exemptions or concessions?
- 2. Have you talked to your lawyer and/or accountant about what the status, concessions and exemptions mean for your organisation?
- 3. Have you thought about what systems, reviews or training might be needed so that your organisation is able to meet all new administrative or reporting requirements? Have you created an internal checklist or monitoring system? Who in your organisation will be responsible for monitoring compliance with the requirements and obligations of DGR status?
- 4. Has your organisation thought about making a plan for approaching philanthropic sources? For example, what are your priorities? Why is it important? How much will you be looking for?
- 5. Has your organisation thought about whether it needs a fundraising licence?

IF YOUR APPLICATION WAS NOT SUCCESSFUL

- 1. Have you and your lawyer identified the reasons why your application was not successful?
- 2. Have you discussed with your lawyer what further options you may have? It is important to address this promptly as time limits may apply.
- 3. Have you considered other options for securing donations or philanthropic funds?

OTHER POSSIBLE SOURCES OF FUNDING

- 1. Has your organisation thought about making a plan for approaching philanthropic or other sources of money? For example, what are your priorities? Why are these projects important? How much will you be looking for, over how long? What other resources will you need? Why is it something that government or members of your organisation will not pay for?
- 2. Have you read through some of the resources on philanthropy and fundraising?  See the Contacts, resources and information section on pg.29 for more details.
- 3. Have you contacted your networks and other organisations (both in the same state and interstate) for advice about approaching particular sources of funding?
- 4. Have you confirmed with your lawyer or accountant what legal, tax or financial considerations you should know about before you begin approaching other sources of funding?
- 5. Have you prepared a 'package' or set of material that you are happy to present to possible funding sources, remembering that often there is only one chance to impress?!
- 6. Have you contacted possible sources and requested a meeting to talk about your ideas?





Contacts, resources and information

The tables on the following pages list some of the national and individual state and territory support services that may be able to assist your organisation prior to, during and after the application process. Look up your state or territory, to find out what services might be available to your organisation.

Some organisations offer information in the form of resources, networking opportunities, community forums and referral, while others will be able to assist you in more direct ways.

The tables in this section have columns for different categories of support; a tick (✓) or a cross (✗) in each column indicates whether or not an organisation offers this information or support.

SA	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	Description of Service
 Organisation	✓	✓	✗	✓	✗	Description of service information

Setting up your organisation	General business information	Legal support and information	Philanthropic information and services	Volunteering and pro bono support
<ul style="list-style-type: none"> • Things to consider prior to setting up an organisation • Organisational structure and incorporation • (ABN) Australian Business Number • Constitution, Rules of Organisations and Statement of Purposes • Internal policies and procedures 	<ul style="list-style-type: none"> • Governance — organisational management and internal structures • Financial management and funding arrangements • Workforce development • Internal policies • Strategic planning • Government grants • Networking 	<ul style="list-style-type: none"> • Identifying legal issues • DGR and fundraising support • Legal resources and documents • Pro bono legal contacts 	<ul style="list-style-type: none"> • Looking for philanthropic grants or funding • Resources about philanthropy and the philanthropic sector • Philanthropic contacts 	<ul style="list-style-type: none"> • Volunteer management support information • Resources about volunteers and workplace giving • Volunteers and pro bono contacts • Grants opportunities for volunteers

HINT

If you are not sure whether you are eligible for a service, or you are not sure what services are provided by a support organisation, take a look at the website. If you are still not sure, call and ask.

HINT

Some very useful resources on DGR and philanthropy can be accessed through services that do not directly relate to your field of work. Take a look at these websites to see what resources are available to the public.

HINT

When using the internet to find out information, take a look at the 'links' page of any useful websites — you will often find other useful websites and resources listed on this page.



 NATIONAL Organisation	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	 Description of Service
Artsupport Australia	✗	✓	✗	✓	✗	<p>Artsupport Australia was launched for the purpose of growing cultural philanthropy in Australia. ArtSupport Australia provides support for artists and arts/cultural organisations.</p> <p>Resources and links on the website include information on:</p> <ul style="list-style-type: none"> • funding sources • business and taxation • research and education • resources • philanthropy • financial planning <p>Website: www.australiacouncil.gov.au/philanthropy/artsupport_australia</p>
Aurora Project	✗	✓	✗	✗	✓	<p>The Aurora Project aims to strengthen Indigenous organisations by supporting staff and facilitating opportunities for people to work and volunteer in these organisations.</p> <p>The Aurora Project works closely with a number of partner organisations and trusts, and with a range of specialists in native title, Indigenous education and Indigenous affairs more generally to support and deliver programs and services across Australia.</p> <p>Website: www.auroraproject.com.au</p>
Australian Charities Fund	✗	✓	✗	✓	✓	<p>The Australian Charities Fund actively grows giving to non-profits through engaging employers and their staff through workplace giving. The Australian Charities Fund partners with employers and charities to facilitate ongoing community impact through engaged employee giving. This includes:</p> <ul style="list-style-type: none"> • program design, management and growth; • employee engagement through peer support and charity selection; • ongoing support with program material, updates and regular feedback; and • advising charities on how to maximise their outcome from workplace giving programs. <p>ACF can also provide advice on:</p> <ul style="list-style-type: none"> • integrated skilled volunteering and fundraising activities • strategic program analysis • program management • corporate community-engagement best practice <p>Website: www.australiancharitiesfund.org.au</p>

 NATIONAL Organisation	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	 Description of Service
Australian Communities Foundation	✗	✓	✗	✓	✗	<p>Australian Communities Foundation supports a range of charitable organisations and projects each year. Grants are made locally, Australia-wide and internationally. Grant categories include arts & culture, community development & advocacy, community services & welfare, disability, education, training & employment, environment, health & medical research, overseas aid & development. Specific target groups are also supported, including Indigenous communities.</p> <p>Australian Communities Foundation provides consulting, grant research and philanthropic advisory services for clients, and reviews and evaluates philanthropic programs and operations for prospective philanthropic initiatives, including the establishment and development of new trusts and foundations.</p> <p>Website: www.communityfoundation.org.au</p>
Australian Council of Social Service (ACOSS)	✓	✓	✓	✓	✗	<p>ACOSS provides policy advice, represents the views of members and communities to government, and informs members about government policies related to the community services sector.</p> <p>ACOSS is also active in ensuring the development and sustainability of the community services sector. This includes work on the regulatory framework governing not-for-profit social services; the adequacy of funding; the capacity to attract and retain workers to the sector; and relationships with governments and other funders.</p> <p>Website: www.acoss.org.au</p>
Australian Government Solicitors (AGS)	✗	✗	✓	✗	✓	<p>AGS provides the leading pro bono practice amongst government lawyers across Australia.</p> <p>An area of particular interest to AGS is working with not-for-profit Aboriginal and Torres Strait Islander Corporations through the pro bono program.</p> <p>Website: www.ags.gov.au</p>
Australian Indigenous Health Info Net	✗	✓	✗	✓	✗	<p>Australian Indigenous Health Info Net contains information relating to scholarships, grants, tenders, and other funding issues relevant to Indigenous health. It provides information on funding opportunities listed in categories.</p> <p>Website: www.healthinfolnet.ecu.edu.au/key-resources</p>

 NATIONAL Organisation	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	 Description of Service
Australian Philanthropic Services	✗	✓	✗	✓	✓	<p>Australian Philanthropic Services is a not-for-profit organisation that supports philanthropy and provides education for individuals and advisers wishing to give. Australian Philanthropic Services helps individuals and foundations to plan their grantmaking, so they can support the community more effectively. With the purpose of inspiring and supporting philanthropy, the Australian Philanthropic Services website includes news and resources, handbooks and guidelines, and information on the different ways in which people and organisations can give (time, money, resources). Website: www.australianphilanthropicservices.com.au</p>
Australian Tax Office (ATO)	✓	✓	✗	✓	✗	<p>Provides information and tips on business and organisational structures, governance and record keeping, and the DGR process. This includes information on:</p> <ul style="list-style-type: none"> • getting started • FAQs • DGR endorsement • general DGR categories • tax concessions • record keeping • financial management • online resources, guides and forms etc. <p>Website: www.ato.gov.au/nonprofit</p>
Effective Philanthropy	✗	✓	✗	✓	✗	<p>Effective Philanthropy provides expert advice to philanthropists on where and how they can make the greatest difference, and one of their areas of expertise is advice on giving to disadvantaged Aboriginal and Torres Strait Islander Australians.</p> <p>Some of the information and services available through Effective Philanthropy include:</p> <ul style="list-style-type: none"> • non-profit organisational development • non-profit and philanthropic sector development • early childhood development • education and transitions to further study and work <p>They also work in collaboration with philanthropists and non-for-profit organisations on:</p> <ul style="list-style-type: none"> • organisational development including strategy, operations, structure, resourcing and financial sustainability; and • Board performance evaluation and development. <p>Please note that Effective Philanthropy does not undertake fundraising work or broker funding between philanthropic and non-profit organisations. Website: www.effectivephilanthropy.com.au</p>

 NATIONAL Organisation	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	 Description of Service
Fundraising Institute Australia	✗	✓	✓	✓	✗	<p>The Fundraising Institute Australia (FIA) is the national peak body representing professional fundraising in Australia.</p> <p>The FIA has developed the Principles & Standards of Fundraising Practice as the professional fundraiser's guide to ethical, accountable and transparent fundraising.</p> <p>FIA is committed to providing fundraisers with the resources that will assist them in their fundraising activities, including an industry links page which provides a list of consultants and suppliers as well as information on locating reference materials, fundraising legislation and other material that may be useful in your fundraising activities.</p> <p>Website: www.fia.org.au</p>
Great connections	✗	✓	✗	✗	✓	<p>Greatconnections connects mature volunteers who have professional skills and business experience with not-for-profit organisations in need of help.</p> <p>Skilled volunteers can help organisations in a number of different areas, including:</p> <ul style="list-style-type: none"> • preparation of a business plan • legal advice • mentoring • public relations <p>Volunteers may be involved whichever way you like — in one-off projects, or on longer assignments.</p> <p>Website: www.greatconnections.com.au</p>
Good company	✗	✓	✗	✗	✓	<p>Goodcompany matches the skills of professionals with the needs of community groups. Here's how the process works:</p> <ul style="list-style-type: none"> • Community groups can register with goodcompany and post volunteer projects. • Volunteers can register and search for suitable opportunities. • Volunteers can apply for volunteer projects and be connected to the community group. • Both volunteers and community groups can then track and manage their volunteer projects in one place. <p>Goodcompany also provides online assistance and advice for both volunteers and community groups to make their experience as mutually rewarding as possible. goodcompany also runs networking events for volunteers and groups and holds workshops for community groups to ensure that they are equipped to make the best possible use of goodcompany's services.</p> <p>Website: www.goodcompany.com.au/goodcompany</p>

 NATIONAL Organisation	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	 Description of Service
Indigenous Business Australia	✓	✓	✗	✗	✗	<p>Indigenous Business Australia (IBA) is a progressive, commercially focused organisation that promotes and encourages self-management, self-sufficiency and economic independence for Aboriginal and Torres Strait Islander peoples.</p> <p>The website includes information on business development and financial management.</p> <p>Website: www.iba.gov.au</p>
Indigenous Community Volunteers	✗	✓	✗	✗	✓	<p>ICV is a non-government organisation which partners with Aboriginal and Torres Strait Islander communities to develop community and human capacity in order to improve the quality of life, health, social and economic wellbeing in the community.</p> <p>ICV works in partnership with Aboriginal and Torres Strait Islander communities and organisations through linking skilled and trained volunteers to projects that have been identified as part of a community's vision or development plan.</p> <p>ICV hunts and gathers volunteers to work with communities on community-driven projects.</p> <p>Website: www.icv.com.au</p>
National Pro Bono Research Centre	✗	✗	✓	✗	✓	<p>The National Pro Bono Centre is an independent, non-profit organisation that aims to:</p> <ul style="list-style-type: none"> • encourage pro bono legal services, • support lawyers and law firms to make it easier for them to provide high quality pro bono legal services, and • work with the profession and the community sector to match services with the clients and groups most in need of assistance. <p>The Centre promotes and supports pro bono through its independent role as advocate, broker, coordinator, researcher and resource provider. Individual case referrals are directed to pro bono clearinghouses and schemes.</p> <p>Website: www.nationalprobono.org.au</p>

 NATIONAL Organisation	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	 Description of Service
Philanthropy Australia	✗	✓	✗	✓	✗	<p>Philanthropy Australia is the national peak body for philanthropy and is a non-profit membership organisation. Philanthropy Australia:</p> <ul style="list-style-type: none"> • represents the philanthropic sector, • promotes the contribution of philanthropy by growing the understanding of the community, business and government, • inspires and supports new philanthropists, • increases the effectiveness of philanthropy through the provision of information, resources and networking opportunities, and • promotes strong and transparent governance standards in the philanthropic sector. <p>Philanthropy Australia also provides information to those seeking to understand, access or partner the philanthropic sector, and has a database (fee-based) of the philanthropic grants that are available.</p> <p>Website: www.philanthropy.org.au</p>
Pro Bono Australia	✗	✓	✓	✗	✓	<p>Pro Bono Australia helps to connect organisations with those who can support their work. Its services can connect organisations with donors, employees or volunteers. Pro Bono Australia publishes the Australian Directory of Not for Profit Organisations: A Guide to Giving, which assists charities with fundraising and gathering support. Pro Bono Australia also publishes news and information, both online and in print, about the community sector.</p> <p>Not-for-profit organisations can advertise for employees or skilled volunteers through Pro Bono Australia, as well as find events and specialist community sector suppliers.</p> <p>Website: www.probonoaustralia.com.au</p>
Office of the Registrar of Indigenous Corporations	✓	✓	✗	✗	✗	<p>The Registrar's office supports and regulates corporations that are incorporated under the CATSI Act by advising them on how to incorporate; providing training to directors, members and key staff in good corporate governance; making sure they comply with the law; and intervening when needed.</p> <p>The website includes information on:</p> <ul style="list-style-type: none"> • starting up • resources • support • training <p>Website: www.orac.gov.au</p>

 NATIONAL Organisation	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	 Description of Service
Our Community	✘	✔	✘	✔	✘	<p>Our Community is a social enterprise that provides advice, tools and training for Australia’s community groups and schools, and practical linkages between the community sector and the general public, business and government. Some of the services provided by Our Community include:</p> <ul style="list-style-type: none"> • community resources and training • fact sheets • grants management • managing money and finding money <p>Website: www.ourcommunity.com.au</p>
Reconciliation Australia	✘	✔	✘	✘	✘	<p>Reconciliation Australia is involved in a range of projects aimed at highlighting and promoting success, creating positive changes, and building respectful relationships between Aboriginal and Torres Strait Islander peoples and other Australians. These projects include:</p> <ul style="list-style-type: none"> • Indigenous Governance • Indigenous Financial Services Network <p>Reconciliation Australia has produced a Governance Toolkit which can be accessed through the website. Website: www.reconciliation.org.au</p>
Secretariat of National Aboriginal and Islander Child Care (SNAICC)	✘	✔	✘	✔	✘	<p>SNAICC is the national peak body representing the interests of Aboriginal and Torres Strait Islander children and families. SNAICC provides community and organisational resources to support member organisations, and is an advocate for the needs and aspirations of Aboriginal and Torres Strait Islander children and families. Services include: organisational resources; community resources, including management; organisational resources; and training, policy and advocacy work. Website: www.snaicc.org.au</p>
Volunteering Australia	✘	✔	✘	✘	✔	<p>Volunteering Australia is the national peak body working to advance volunteering in Australia. Its website includes factsheets, templates and training about volunteering and volunteer management, best practice examples and also has an online database of volunteers. Website: www.volunteeringaustralia.org</p>

 ACT Organisation	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	 Description of Service
Aboriginal Legal Service (NSW/ACT)	✗	✗	✓	✗	✓	ALS Field Officers and Administration Officers can provide general advice and referral. Ask your local ALS office for assistance. See the website to search for your local ALS office. Website: www.alsnswact.org.au
ACT Council of Social Service (ACTCOSS)	✓	✓	✓	✓	✗	The ACT Council of Social Service Inc (ACTCOSS) is the peak representative body for not-for-profit community organisations, and disadvantaged and low-income citizens of the Australian Capital Territory. ACTCOSS engages in sector development through a variety of methods: <ul style="list-style-type: none"> • professional development opportunities • consultancy support • networking opportunities • community sector resources • sector development projects Website: www.actcoss.org.au
ACT Government Grants Portal	✗	✓	✗	✓	✗	The ACT Government Grants Portal is where you can find information on (and apply for) grant programs. The website is aimed at helping the community turn good ideas into great activities. It also has resources and information on setting up a business. Website: www.grants.act.gov.au
ACT Law Society	✗	✗	✓	✗	✓	The Law Society represents, advances, and defends the interests of an independent legal profession in the ACT. Services to community organisations include: <ul style="list-style-type: none"> • legal advice • list of ACT law firms • pro bono clearinghouse • links to relevant websites and resources • legal information Website: www.actlawsociety.asn.au
Economic Development Directorate	✓	✓	✗	✓	✗	The ACT government offers business development support to small to medium enterprises operating in the ACT. Through the Business Development Branch of the Economic Development Directorate, it: <ul style="list-style-type: none"> • offers a variety of assistance measures to help businesses start, grow and prosper, • provides information on grants and assistance, and • shares initiatives, resources, case studies and networking opportunities. Website: www.business.act.gov.au

 Organisation	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	 Description of Service
Hands Across Canberra	✗	✗	✗	✓	✗	<p>The Hands Across Canberra Giving Portal allows organisations to profile and promote the good work that they do and to accept donations over the internet in a way that is affordable, easy and secure.</p> <p>Hands Across Canberra aims to build the capacity of community service organisations and donors to access and manage funds and resources.</p> <p>The website also provides a list of important links for community organisations seeking support and networking opportunities in Canberra.</p> <p>Website: www.handsacrosscanberra.org.au</p>
IPSU NSW/ACT	✗	✓	✗	✗	✗	<p>IPSU NSW/ACT provides high-quality, flexible and innovative professional support, advice and training to staff in eligible Indigenous-run child-care services. IPSU NSW/ACT aims to support communities, staff, families and management of Aboriginal Child Care Services to provide the best possible early childhood experiences for Aboriginal children.</p> <p>You can gain easy access to support and information through the website. The website will assist eligible organisations to gain access to training, resources and advice.</p> <p>Website: www.ipsunswact.com.au</p>
Office of Aboriginal and Torres Strait Islander Affairs	✓	✓	✗	✗	✗	<p>The Office of Aboriginal and Torres Strait Islander Affairs provides information to support Aboriginal and Torres Strait Islander organisations, information on available grants and publications, and links to useful government and non-government websites and resources.</p> <p>Website: www.dhcs.act.gov.au/atsia</p>
Volunteering ACT	✗	✓	✗	✗	✓	<p>Volunteering ACT is the peak body for volunteering in the ACT, representing volunteers and volunteer involving organisations in various government and community consultations and forums. Volunteering ACT collaborates with Volunteering Australia and with state-based colleagues on national policy development and service initiatives. Volunteering ACT works to:</p> <ul style="list-style-type: none"> • promote volunteering • build capacity in the community • recognise and value volunteer effort • develop partnerships and networks <p>Website: www.volunteeract.org.au</p>

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Aboriginal Affairs	✗	✓	✗	✓	✗	Aboriginal Affairs is part of the NSW Department of Education and Communities. Aboriginal Affairs works in partnership with Aboriginal people, and with government agencies and the private and community sectors to promote the interests of Aboriginal people. This website includes information about: <ul style="list-style-type: none"> • grants • publications • community development Website: www.daa.nsw.gov.au
Aboriginal Child, Family & Community Care State Secretariat (NSW)	✗	✓	✗	✗	✗	The Aboriginal Child, Family & Community Care State Secretariat (NSW) is an incorporated not-for-profit community organisation and is recognised as the peak NSW Aboriginal organisation providing child protection and out-of-home care policy advice on issues for Aboriginal families involved in child protection and Out-of-Home Care (OoHC) services. It also provides advice regarding funding decisions for child protection and other like services. AbSec also advises on funding decisions related to service provision by local Aboriginal community-controlled organisations who provide or seek to provide Aboriginal child protection and associated services. Website: www.absec.org.au
Aboriginal Health and Medical Research Council of NSW	✗	✓	✗	✗	✗	The Aboriginal Health & Medical Research Council of New South Wales (AH&MRC) is the peak representative body and voice of Aboriginal communities on health in NSW. The council represents the Aboriginal community controlled health services that deliver culturally appropriate comprehensive primary health care to their communities. View the website for details on: <ul style="list-style-type: none"> • accreditation • workforce development • governance and management Website: www.ahmrc.org.au
Aboriginal Legal Service (NSW/ACT)	✗	✗	✓	✗	✓	ALS Field Officers and Administration Officers can provide general advice and referral. Ask your local ALS office for assistance. See the website to search for your local ALS office. Website: www.alsnswact.org.au

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Community Builders NSW	✓	✓	✓	✓	✗	This site has an interactive electronic clearinghouse for everyone involved in community-level social, economic and environmental renewal including community leaders, community and government workers, volunteers, program managers, academics, policy makers, youth and seniors. Info on: <ul style="list-style-type: none"> • running a project • grants and funding • resources • events Website: www.communitybuilders.nsw.gov.au
Council of Social Service of New South Wales (NCOSS)	✗	✓	✗	✗	✗	NCOSS is the NSW branch of ACOSS, providing independent and informed policy development, advice and review and playing a key coordination and leadership role for the non-government social and community services sector in New South Wales. NCOSS provides secretariat support to the NSW Aboriginal Community Care Gathering Committee, and the Sector Development Unit of NCOSS works to comprehensively support the sector to effectively operationalise its social justice objectives and values. NCOSS provides leadership and professional advice and guidance on relevant sectoral management and service system reforms and social policy issues and impacts. Website: www.ncoss.org.au
Department of Fair Trading	✓	✓	✗	✗	✗	This website provides information on: <ul style="list-style-type: none"> • setting up a business • running a cooperative • organisational structures Website: www.fairtrading.nsw.gov.au
IPSU NSW/ACT	✗	✓	✗	✗	✗	IPSU NSW/ACT provides high-quality, flexible and innovative professional support, advice and training to staff in eligible Indigenous-run child care services. IPSU NSW/ACT aims to support communities, staff, families and management of Aboriginal Child Care Services to provide the best possible early childhood experiences for Aboriginal children. You can gain easy access to support and information through the website. The website will assist eligible organisations to gain access to training, resources and advice. Website: www.ipsunswact.com.au

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NSW Volunteer Centre Network	✗	✓	✗	✗	✓	<p>The Volunteer Centre Network NSW, is a network of coordinators of volunteering centres and services across NSW, serving all people and working together to implement best practice in volunteering. The Network helps strengthen the concept of volunteering and protects its ideology. The Network is committed to the professional development of its members so they build capacity for effective volunteering.</p> <p>Check the website for a list of volunteering centres in NSW. Website: www.volunteeringnsw.org.au</p>
NSW Volunteering	✗	✓	✗	✗	✓	<p>The NSW Volunteering website has information on running an organisation, ways in which you can promote your organisation, workplace volunteering, and how organisations can best support their volunteers.</p> <p>Website: www.volunteering.nsw.gov.au</p>
Mandurah Hunter Indigenous Business Chamber	✓	✓	✗	✗	✗	<p>Mandurah is an initiative aimed at supporting the development and growth of Aboriginal and Torres Strait Islander businesses and the creation of Indigenous employment opportunities across the Hunter Region.</p> <p>Mandurah is committed to the pursuit of Indigenous business excellence by encouraging and supporting business partnerships and strategic alliances and by nurturing Indigenous entrepreneurs and their innovations. The Chamber aims to provide a forum to Indigenous businesses, organisations and entrepreneurs which is culturally welcoming and which provides access to essential business support and networks within the Hunter Region.</p> <p>Website: www.mandurahhibc.com.au</p>
PILCH NSW	✓	✓	✓	✓	✓	<p>The Public Interest Law Clearing House of New South Wales is a membership-based, not-for-profit organisation facilitating and delivering legal services to individuals and not-for-profit organisations throughout New South Wales.</p> <p>PILCH connects the private legal sector, the non-government and community sector, and vulnerable, marginalised or disadvantaged persons and groups through pro bono legal assistance and sustained advocacy on issues of widespread or systemic impact.</p> <p>Website: www.pilchnsw.org.au</p>

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The Centre for Volunteering	✘	✔	✘	✘	✔	<p>The Centre for Volunteering is the peak body in NSW promoting and supporting volunteering and community participation.</p> <p>Key program areas include:</p> <ul style="list-style-type: none"> • volunteer referral • corporate volunteering • engaging young people through student community involvement • research and policy • accredited and non-accredited training • information and communication <p>Website: www.volunteering.com.au</p>
The Law Society of NSW	✘	✘	✔	✘	✔	<p>The Law Society of NSW Pro Bono Scheme may be able to assist if you need help with a legal problem but are unable to afford standard solicitor fees, and have been refused Legal Aid.</p> <p>Since 1992 the Scheme has referred eligible members of the community needing legal assistance to firms willing to provide legal services on a free or substantially reduced-fee basis. Assistance can include legal advice, preparation of documents and, if required, representation in court. Business law for non-profit organisations is covered by the scheme.</p> <p>Website: www.lawsociety.com.au/index.htm</p>
Volunteering Central Coast Inc.	✘	✘	✘	✘	✔	<p>Volunteering Central Coast recruits and matches volunteers to volunteer positions.</p> <p>This service assists in making appropriate matches between volunteer skills and experience and volunteer positions. Volunteering Central Coast interviews potential volunteers at locations across the Central Coast at Toukley, Wyong, Bateau Bay, Niagara Park, Green Point, Gosford and Woy Woy.</p> <p>As well as providing an avenue for organisations to recruit volunteers, the Central Coast Volunteer Referral Agency can offer many other benefits to members.</p> <p>Website: www.volunteeringcentralcoast.org.au</p>

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Aboriginal Resource Development Services Inc. (ARDS)	✓	✓	✗	✗	✗	ARDS is an Indigenous capacity-building organisation committed to standing with and empowering the Yolngu people of north-east Arnhem Land. ARDS builds capacity in the areas of health, economic, legal, social and governance systems. The website contains information on capacity building and useful links to other websites and services. Website: www.ards.com.au
Central Australian Aboriginal Legal Aid Service	✗	✗	✓	✗	✓	The Central Australian Aboriginal Legal Aid Service can provide assistance with civil law matters and offer services such as: <ul style="list-style-type: none"> • legal education, on a range of legal topics, adapted to suit local communities; • resources to improve the understanding of Australian law in remote communities; • education and mentoring to community members on their legal rights and responsibilities through community development activities; • the improvement of community understanding of legal rights and responsibilities through engaging with local media; and • the preparation of submissions, articles and reports for presentation at conferences and public forums. The Central Australian Aboriginal Legal Aid Service encourages organisations or Elders in the community to contact the service if interested in legal education workshops. Website: www.caalas.com.au
Darwin Community Legal Service	✗	✗	✓	✗	✓	The Darwin Community Legal Service works towards a community where everyone has access to legal advice and support. Volunteer lawyers provide a range of legal and advocacy services including legal advice; disability, discrimination and aged care advocacy; welfare rights; human rights and public interest law. They have free initial legal advice sessions at Palmerston, Casuarina, Batchelor and Katherine. Website: www.dcls.org.au
Department of Business and Employment	✓	✓	✗	✗	✗	The Department of Business and Employment provides general information on starting up an organisation. It has business information services, information on upskilling and business guides. Website: www.nt.gov.au/dbe/business

 Organisation	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	 Description of Service
Indigenous Development Program	✓	✓	✗	✗	✗	<p>The Indigenous Business Development Program (IBDP) grants funding, and the Indigenous Economic Development unit:</p> <ul style="list-style-type: none"> • assists the establishment of small and medium Indigenous-owned businesses, • encourages partnerships and joint ventures between Indigenous organisations and other corporate entities, and • supports strategic key protects and initiatives in Indigenous communities. <p>The website provides access to publications including reports and business strategies.</p> <p>Website: www.dhlgrs.nt.gov.au/indigenous_development</p>
Northern Territory Council of Social Service (NTCOSS)	✓	✓	✗	✓	✗	<p>NTCOSS plays many roles for the Social and Community Sector in the NT, including coordination, advocacy, policy and sector development, leadership and provision of information. Its work includes:</p> <ul style="list-style-type: none"> • advocacy on behalf of the Sector, to government, in relation to industry issues; • social policy development; • advocacy in relation to social justice issues for people and communities in the NT who are socially and financially disadvantaged; • provision of information for members and stakeholders; and • a Territory-specific focus on national issues throughout the state, territory and national Council of Social Service network. <p>Website: www.ntcoss.org.au</p>
Regional and Remote Aboriginal Children and Services Support Unit (RRACSSU)	✓	✓	✗	✗	✗	<p>RRACSSU Central provides support and professional development to Aboriginal employees in a variety of childcare settings including: child care centres, JET creches, playgroups, Multifunctional Aboriginal Children's Services (MACS), and Out of School Hours Care.</p> <p>RRACSSU covers the regions of Alice Springs, Central Desert Shire, Barkly Shire and MacDonnell Shire, delivering regional workshops, support in the community or services, resources, support in accredited training as well as a range of support and training events in relation to children's services delivery.</p> <p>The RRACSSU website provides links to information on:</p> <ul style="list-style-type: none"> • setting up organisations • policy and procedures and programming • management and professional support • funding and workforce development <p>Website: http://rracssucentral.batchelor.edu.au/index.php</p>

 Organisation	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	 Description of Service
The Law Society Northern Territory	✗	✗	✓	✗	✓	<p>The Law Society Northern Territory offers services to the community, including coordinating community legal education events. While the Law Society cannot give legal advice, it can provide a list of firms and information about the particular areas of law in which each specialises.</p> <p>The Law Society Northern Territory has a Pro Bono Clearinghouse which matches those seeking pro bono legal assistance with legal service providers able to provide that assistance.</p> <p>Website: www.lawsocietynt.asn.au/home</p>
Territory Together	✗	✓	✗	✗	✓	<p>Territory Together is a non-government organisation offering:</p> <ul style="list-style-type: none"> • grants for volunteers and organisations • information on governance and volunteering • Government Workplace Giving Program <p>Website: www.territorytogether.nt.gov.au/ngo/index.html</p>
Volunteering SA and NT	✗	✓	✗	✗	✓	<p>Volunteering SA and NT is a not-for-profit organisation and the peak body representing the interests of volunteers and the volunteering sector in South Australia and the Northern Territory. Its mission is to promote and celebrate volunteering and play a key leadership role in advancing volunteering by providing an extensive range of services, support and resources for some 600,000 volunteers and over 2000 volunteer organisations.</p> <p>Services include:</p> <ul style="list-style-type: none"> • managing volunteers • training and development • information and advice • resources <p>Website: www.volunteeringsa.org.au</p>
Why Warriors	✗	✓	✗	✗	✗	<p>Why Warriors specialises in providing practical cross-cultural training. Knowledge and skills are provided to create effective strategies for developing Indigenous communities, with a particular focus on remote Indigenous communities in the Northern Territory. Through their work Why Warriors invests in Indigenous business development.</p> <p>Website: www.whyyarriors.com.au/index.php</p>

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Balkanu Cape York Development Corporation	✓	✓	✗	✗	✗	<p>Balkanu Cape York Development Corporation is a not-for-profit organisation owned by the Cape York Aboriginal Charitable Trust, on behalf of the Aboriginal people of Cape York. Balkanu's mission is to support the economic development of the Aboriginal people of Cape York to achieve self-determination.</p> <p>Balkanu's members have extensive business experience, are knowledgeable in a wide range of skills and have a rich understanding of Indigenous issues and culture. Balkanu provides assistance through policy development, business consultation, research, mentoring, facilitation, training, financial management and other advisory and advocacy services.</p> <p>Website: www.balkanu.com.au</p>
Cape York Partnerships	✗	✓	✓	✓	✗	<p>Cape York Partnerships is a development organisation aimed at ensuring the people of Cape York Peninsula have the capabilities to choose lives they have reason to value.</p> <p>The organisation enables reform by building innovative partnerships between Indigenous individuals, families and communities, government and the philanthropic and corporate sectors.</p> <p>The Cape York Partnership website has useful links to resources, other websites and contacts in the legal field.</p> <p>Website: www.capeyorkpartnerships.com</p>
Department of Aboriginal and Torres Strait Islander and Multicultural Affairs	✓	✓	✗	✓	✗	<p>The Department of Aboriginal and Torres Strait Islander and Multicultural Affairs provide support for Aboriginal and Torres Strait Islander organisations.</p> <p>The Department offers information on:</p> <ul style="list-style-type: none"> • starting a new business • helping grow your business • creating new networking opportunities • grants • business support • volunteers <p>Website: www.indigenous.qld.gov.au</p>

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Indigenous Professional Support Unit (IPSU)	✗	✓	✗	✗	✗	<p>IPSU provides high-quality, flexible and innovative professional development and support that is targeted to meet the identified local needs of eligible Indigenous child care services and their staff.</p> <p>IPSU facilitates access to, and provides, professional support, advice and training for managing bodies of eligible Indigenous child care services.</p> <p>Some of the services provided by IPSU are:</p> <ul style="list-style-type: none"> • advice • support • flexible training options • resources • referrals to other agencies <p>Website: www.ipsu.com.au</p>
Queensland Council of Social Service (QCOSS)	✓	✓	✓	✓	✗	<p>QCOSS is the Queensland branch of ACOSS, providing support and representation for the Queensland social services sector. QCOSS provides leadership and professional advice and guidance on relevant sectoral management and service system reforms and social policy issues and impacts.</p> <p>QCOSS provides information for sector organisation in the areas of:</p> <ul style="list-style-type: none"> • setting up • management and governance • resources • workforce development <p>Website: www.communitydoor.org.au</p>
QPILCH	✓	✓	✓	✓	✓	<p>QPILCH is a not-for-profit, community-based legal organisation that coordinates the provision of pro bono legal services for individuals and community groups in Queensland. QPILCH operates a referral service as well as a number of direct legal advice services and clinics.</p> <p>QPILCH's Referral Service can refer eligible individuals or community organisations with civil law cases to law firms and barristers for pro bono legal assistance.</p> <p>Website: www.qpilch.org.au</p>

 Organisation	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	 Description of Service
Queensland Aboriginal and Islander Health Council	✗	✓	✗	✓	✗	<p>QAIHC is the peak body representing the Community Controlled Health Sector in Queensland at both a state and national level.</p> <p>QAIHC supports the sector through the promotion, development and expansion of Community Controlled Health Services, liaising with government, NGOs and the private sector, and through building capacity in Community Controlled Health Services and communities.</p> <p>The website offers information on:</p> <ul style="list-style-type: none"> • governance • strategic planning • business • workforce development <p>Website: www.qaihc.com.au</p>
Queensland Community Foundation	✗	✓	✗	✓	✗	<p>The Queensland Community Foundation's mission is to promote and expand philanthropic support to all levels of the community for the development and sustainability of Queensland charities and community service organisations.</p> <p>Website: www.qcf.org.au</p>
The South East Queensland Indigenous Chamber of Commerce	✓	✓	✗	✗	✗	<p>The South East Queensland Indigenous Chamber of Commerce connects Indigenous and non-Indigenous businesses to promote, support, and guide Indigenous business success in the Australian community. The South East Queensland Indigenous Chamber of Commerce provides representation across six regions: Brisbane, Caboolture, Sunshine Coast, Gold Coast, Ipswich and Toowoomba.</p> <p>The Chamber encourages membership and support from Indigenous and non-Indigenous businesses and organisations.</p> <p>Website: www.seqicc.com.au</p>
The Western Cape Chamber of Commerce (WCCC)	✓	✓	✗	✗	✗	<p>The WCCC was established to promote and support the region's business community and take a leading role in the economic development of the Cape York region. They do this by:</p> <ul style="list-style-type: none"> • encouraging private enterprise; • supporting business networks; • expanding Indigenous participation in employment and economic development; and • strategic advocacy to ensure the region receives appropriate levels of services and infrastructure. <p>Website: www.westerncapechamber.com.au</p>

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Centre for Philanthropy and Nonprofit Studies	✘	✔	✘	✔	✘	The Queensland University of Technology's Centre for Philanthropy and Non-profit Studies publishes working papers and makes these available to the philanthropic and non-profit communities and other interested parties at a small cost. Website: www.bus.qut.edu.au/research/cpns
Volunteering Gold Coast	✘	✔	✘	✘	✔	Volunteering Gold Coast provides support through a resource consultancy and volunteer referral service. The Resources Centre includes information on volunteer management, grants and funding, and other useful links. Website: www.volunteeringgc.org.au
Volunteering North QLD	✘	✔	✘	✘	✔	VNQ is a not-for-profit agency funded by the Australian government and Volunteering Australia. VNQ serves the community by referring volunteers to other not-for-profit organisations. Staff at VNQ work to ensure suitable placements for the mutual benefit of the volunteer and the organisation. Website: www.volunteeringnthqld.org.au
Volunteering QLD	✘	✔	✘	✘	✔	Visit Volunteering QLD to find volunteers and to advertise for volunteers. Volunteering QLD offers training and education for eligible organisations. Resources can also be found on the website. Website: www.volunteeringqld.org.au
Whitsunday Regional Council	✔	✔	✘	✔	✘	The Whitsunday Region Council website provides information on organisational structures, incorporation, DGR, volunteering, partnerships, fundraising and grants. Website: www.whitsunday.qld.gov.au

 Organisation	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	 Description of Service
Government of South Australia — Community Support	✓	✓	✗	✓	✗	Visit the South Australian government's Community Support pages to find out more about: <ul style="list-style-type: none"> • incorporated Aboriginal associations • setting up a community organisation • managing a community organisation • resources for community organisations • FAQs about community organisations • recruitment • wage and training subsidies for employers of Aboriginal people • retention and mentoring support • cultural awareness training • pre-employment, vocational and on-the-job training • developing an Aboriginal workforce strategy • up-skilling existing Aboriginal workers • fundraising • community business partnerships Website: www.sa.gov.au/subject/Community+support
JusticeNet SA	✗	✗	✓	✗	✓	JusticeNet is an independent not-for-profit organisation that coordinates pro bono legal assistance to low-income and disadvantaged South Australians and not-for-profit and community organisations. Website: www.justicenet.org.au
Law Society of South Australia	✗	✗	✓	✗	✓	The Law Society of South Australia provides professional services, resources, support and benefits to its members and the legal profession in general. The website has a list of community legal support services and other professional associations through their Legal Portal. Website: www.lawsocietysa.asn.au
Office for Volunteers South Australia	✗	✓	✗	✗	✓	The Office for Volunteers provides information on volunteering, support programs, resources and fact sheets, research, legislation and policy. Website: www.ofv.sa.gov.au

 Organisation	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	 Description of Service
South Australian Council of Social Service (SACOSS)	✗	✓	✗	✓	✗	SACOSS undertakes policy and advocacy work in areas that specifically affect disadvantaged and low-income consumers. SACOSS works with its members to provide a strong independent voice for the community and social service sector. Its work includes: <ul style="list-style-type: none"> • policy • advocacy • provision of information and commentary • sector support • training, workshops and seminars • research Website: www.sacoss.org.au
Southern Volunteering (SA) Inc	✗	✓	✗	✗	✓	The mission of Southern Volunteering (SA) Inc is to provide a leadership role in advancing volunteering in the southern region of South Australia through the promotion and delivery of services, resources and support to the mutual benefit of the individual and the community. Website: www.svsa.on.net
Volunteering SA–NT	✗	✓	✗	✗	✓	Volunteering SA–NT is a not-for-profit organisation and the peak body representing the interests of volunteers and the volunteering sector in South Australia and Northern Territory. Its mission is to promote and celebrate volunteering and to play a key leadership role in advancing volunteering by providing an extensive range of services, support and resources for some 600,000 volunteers and over 2000 volunteer organisations. Services include: <ul style="list-style-type: none"> • managing volunteers • training and development • information and advice • resources Website: www.volunteering.sa.org.au

 Organisation	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	 Description of Service
Lady Gowrie Tasmania (Indigenous Professional Support Unit (IPSU))	✗	✓	✗	✗	✗	<p>The Indigenous Professional Support Unit is a program managed by Lady Gowrie Tasmania and is funded by the Australian government, through the Department of Education, Employment and Workplace Relations (DEEWR) as part of the Inclusion and Professional Support Program (IPSP).</p> <p>IPSU provides professional development and support for eligible Indigenous childcare services and their staff. As part of its role, IPSU facilitates access to professional support and advice for managing bodies of eligible Indigenous childcare services to maintain effective organisational systems.</p> <p>Website: www.gowrie-tas.com.au</p>
Tasmania Together	✓	✓	✗	✓	✗	<p>Tasmania Together is a community-driven project in which the people of Tasmania work together to achieve their long-term social, economic and environmental future.</p> <p>The Tasmania Together website provides links to a number of useful resources including:</p> <ul style="list-style-type: none"> • Tasmania Together partners • information on building partnerships • a hub providing information on community organisations, businesses and associations • International Vision Plans • Tasmanian government websites • Commonwealth government websites <p>Website: www.tasmaniatogether.com.au</p>
Tasmanian Community Fund	✗	✗	✗	✓	✗	<p>The Tasmanian Community Fund was established to provide grants to not-for-profit organisations whose aim is to make a difference by improving the social, environmental and economic well-being of the Tasmanian community.</p> <p>Website: www.tascomfund.org</p>
Tasmanian Council of Social Service (TaSCOSS)	✓	✓	✓	✓	✗	<p>The Tasmanian Council of Social Service (TaSCOSS) is the peak body for the community services sector in Tasmania. TaSCOSS is committed to strengthening the community services sector in Tasmania and is actively involved in sector development activities.</p> <p>Services provided:</p> <ul style="list-style-type: none"> • information, resources and links • advice, support and workforce development • consultants / trainers • evaluation; facilitation; governance; grant and submission writing; human resource management; organisational development; project management; public relations, media and marketing; strategic planning; workforce planning; RTO compliance and registration. <p>Website: www.tascoss.org.au</p>

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The Law Society of Tasmania	✘	✘	✔	✘	✔	<p>The Law Society of Tasmania has a pro bono clearinghouse. Applying to the clearing house is free; however, some pro bono lawyers may ask you to pay for expenses incurred in representing you.</p> <p>Individuals and some organisations can apply for assistance from the clearinghouse. Eligible organisations include not-for-profit or community groups whose purpose is primarily charitable and who can demonstrate an appropriate financial need.</p> <p>Website: www.taslawsociety.asn.au</p>
Volunteering Tasmania	✘	✔	✘	✘	✔	<p>Volunteering Tasmania supports volunteer-involving organisations, whether through providing consultancy, resources and information or a Volunteer Management Review.</p> <p>Volunteering Tasmania connects volunteers with organisations. The website also offers information including</p> <ul style="list-style-type: none"> • fact sheets • leadership and management support resources, and other resources <p>Website: www.volunteeringtas.org.au</p>

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Consumer Affairs Victoria	✓	✓	✓	✗	✗	<p>CAV provides advice on organisational structures such as information on incorporated and unincorporated businesses, how to become an incorporated business, and how to run an incorporated association. It also provides fundraising and legislation advice, and advice and help for Indigenous consumers.</p> <p>Offices located across metropolitan and regional Victoria, including a mobile service which travels throughout regional Victoria.</p> <p>Website: www.consumer.vic.gov.au</p>
Indigenous Economic Development Unit (IEDU)	✓	✓	✗	✓	✗	<p>The Victorian government established the Indigenous Economic Development Unit (IEDU) in the Department of Business and Innovation to deliver strategies that improve economic opportunities for Indigenous Victorians.</p> <p>The IEDU draws on a number of Victorian government programs and policies that support and promote pathways to jobs and underpin the continuous development of Indigenous businesses.</p> <p>IEDU offers links to resources for starting a business, financial support and business development. The website details current grants and assistance available to Indigenous businesses and individuals.</p> <p>Website: www.business.vic.gov.au/business-contacts-and-advisers/indigenous-economic-development-unit/overview</p>
Indigenous Professional Support Unit (IPSU) Victoria	✗	✓	✗	✗	✗	<p>IPSU Victoria assists Aboriginal and Torres Strait Islander Early Childcare and Education Services throughout Victoria, providing professional development and support to meet the needs of eligible Aboriginal and Torres Strait Islander Early Childcare and Education Services and staff.</p> <p>IPSU provides professional support and advice to managing bodies of eligible services. IPSU also provides referrals to the Professional Support Coordinator and/or Inclusion Support Agencies, whose role is to ensure that services have access to the support they need to provide quality experiences and care for all young children attending their programs.</p> <p>Website: www.ipsu.vic.gov.au</p>
Not for Profit Compliance Support Centre	✓	✓	✓	✓	✗	<p>The Not for Profit Compliance Support Centre has Indigenous-specific services, These include provision of information about funding arrangements, fundraising, managing finances, running an event, and managing an organisation.</p> <p>Website: www.nfpcompliance.vic.gov.au/your-not-for-profit/indigenous-services</p>

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Public Interest Law Clearing House (PILCH)	✓	✓	✓	✓	✓	<p>PILCH is a Victorian, not-for-profit organisation committed to furthering the public interest, improving access to justice and protecting human rights. PILCH facilitates the provision of pro bono legal services and undertakes law reform and policy work, and legal education.</p> <p>PILCH services include: pro bono legal assistance between the community and the private legal profession; receiving, assessing and referring requests for pro bono legal assistance; matching clients with lawyers willing to give their services without charge; producing a range of resources relating to pro bono and public interest law and human rights.</p> <p>PILCH offers:</p> <ul style="list-style-type: none"> • legal information webportal • legal training • legal advice • advocacy <p>Website: www.pilch.org.au</p>
Victoria's Volunteering Portal	✗	✓	✗	✗	✓	<p>Victoria's Volunteering Portal is an online community and information resource for Victorian volunteers and volunteering organisations. It provides information, resources and tools for people who manage volunteer organisations, or who support or supervise volunteers.</p> <p>Website: www.volunteer.vic.gov.au</p>
Victorian Aboriginal Legal Service (VALS)	✗	✗	✓	✗	✓	<p>The Victorian Aboriginal Legal Service (VALS) provides free legal advice and representation for the Koorie community. VALS can provide basic legal information, including referrals, as well as preliminary assistance such as the writing of short letters and completion of forms.</p> <p>Website: vals.org.au</p>
Victorian Council of Social Service (VCOSS)	✓	✓	✓	✓	✗	<p>The VCOSS Training and Development Clearinghouse is a centralised, user-friendly and community sector-specific service.</p> <p>Services include: a database of trainers recommended by community sector organisations for capacity-building assistance, information and support for community organisations wanting to engage a skilled volunteer, and a number of resources and publications available to help organisations identify sources of funding.</p> <p>Website: www.vcooss.org.au</p>

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Volunteering Victoria	✘	✔	✔	✘	✔	Volunteering Victoria is the state peak body for volunteering. Volunteering Victoria can help you: <ul style="list-style-type: none"> • find a volunteer position • arrange workplace volunteering • advise if you are having problems where you volunteer • learn more about current issues, trends and public policy affecting volunteering • find people to volunteer at your community organisation • improve how you manage volunteers in your organisation • understand your legal and regulatory responsibilities • access networks of other volunteering professionals Website: www.volunteeringvictoria.com.au
Woor Dungin	✔	✔	✘	✔	✘	Woor Dungin is managed by the Koori Heritage Trust and provides training and assistance in defining organisational needs, project development and relationship building for Indigenous organisations. It also has a mutual-mentoring program between the philanthropic sector and Indigenous organisations, and will work with the philanthropic sector to adapt granting models to enable improved accessibility for Indigenous organisations. Website: www.koorieheritagetrust.com/about_the_trust/projects/woor_dungin_share

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Aboriginal Legal Service of Western Australia	✗	✗	✓	✗	✓	<p>ALSWA provides legal representation and support services for Aboriginal and Torres Strait Islander peoples in Western Australia, including advocacy in policy and law reform through submissions, at conferences and in the media.</p> <p>ALSWA provides community legal education and legal advice in a wide range of civil law and human rights matters.</p> <p>PLEASE NOTE: Work in Criminal, Family, Civil and Human Rights Law can only be done if the case fits within ALSWA's contract with the Australian government and if ALSWA has staff available to help. If your case is not of this type, ALSWA staff will refer you to another service for help.</p> <p>Website: www.als.org.au</p>
Aboriginal Business Unit	✓	✓	✗	✗	✗	<p>The ABU seeks to Connect, Assist, Share and Grow Aboriginal small business by providing the following services:</p> <ul style="list-style-type: none"> • Free personalised business advice. • Face-to-face and phone assistance. • Business planning and development. • Provision of online tools, resources and support materials. • Workshops and seminars. • Referrals to government agencies, industry and not-for-profit organisations for assistance. • Advice and guidance in the development of commercial opportunities arising from land-use agreements/ settlements. <p>Website: http://smallbusiness.wa.gov.au/aboriginal-business-unit</p>
Giving West	✗	✗	✗	✓	✗	<p>Giving West is a community resource for the people of Western Australia. Giving West aims to increase the level, quality and effectiveness of giving in Western Australia.</p> <p>Giving West provides information on philanthropy including: case studies, resources, news and events, and links to useful sites, organisations and programs.</p> <p>Website: www.givingwest.org.au</p>
Impact 100 WA	✗	✗	✗	✓	✗	<p>Impact100 WA is a collaborative giving group that pools its donations to make a significant difference to people in need. Impact 100 aims to: provide high-impact grants that reach under-served populations; raise the profile of deserving but lesser-known not-for-profit organisations; highlight unmet needs in the region; and increase involvement in philanthropy across Australia.</p> <p>Website: www.impact100wa.org.au</p>

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Marra Worra Worra Aboriginal Corporation	✓	✓	✗	✗	✗	<p>Marra Worra Worra is the oldest and largest Aboriginal Resource Agency in the Kimberley region of Western Australia. Its primary aim is to provide support services to existing and emerging groups in the Fitzroy River Valley, and to assist them to develop as strong, autonomous communities and organisations.</p> <p>Website: www.marraworraworra.com.au</p>
Small Business Development Corporation, WA	✓	✓	✗	✗	✗	<p>The Small Business Development Corporation is a West Australian government agency focused on the development of the small business sector.</p> <p>The website contains information on grants for starting a business and business development. The Small Business Development Corporation has an Aboriginal Business Unit for Aboriginal businesses.</p> <p>Website: www.smallbusiness.wa.gov.au</p>
The Busselton – Dunsborough Volunteer Resource Centre	✗	✓	✗	✗	✓	<p>The Busselton–Dunsborough Volunteer Resource Centre is an initiative by local people for local people.</p> <p>The centre is a focal point for:</p> <ul style="list-style-type: none"> • volunteer enquiries • volunteer referrals • community groups needing volunteers • information on volunteer services • promotion of volunteering in the community • information on volunteer management issues • liaison with centres across Australia to promote best practice in volunteer management <p>Website: www.bdvolunteers.org.au</p>
The Law Society of Western Australia	✗	✗	✓	✗	✓	<p>The Law Society has a strong commitment to enhancing access to justice by members of the Western Australian community. The Society has developed and maintains a number of programs directed at enhancing this important objective, including community legal resources, the pro bono scheme and information on where to find legal advice and assistance.</p> <p>Website: www.lawsocietywa.asn.au</p>
Volunteering WA	✗	✓	✗	✗	✓	<p>Volunteering WA aims to build strong communities through volunteering and provides a range of resources, services and support so that people in Western Australia are aware of and understand the nature and scope of volunteer activity.</p> <p>Volunteering WA assists and supports organisations to work towards excellence in volunteer management through its wide range of resources, services, training programmes and experience in the field.</p> <p>Website: www.volunteeringwa.org.au</p>

 WA Organisation	Set-up	General Business Info	Legal Support	Philanthropic Info and Services	Volunteers and Pro Bono Support	 Description of Service
WA Charity Direct	✘	✘	✘	✔	✘	WA Charity Direct raises funds for charitable causes with a focus on helping smaller registered charity organisations who do not have a 'geared-up' charity collection mechanism or does not receive a major part of their funding from government bodies. Website: www.wacharitydirect.com.au
Yorganop Western Australia (IPSU)	✘	✔	✘	✘	✘	Indigenous Professional Support Unit (IPSU) for Western Australia as a part of the Inclusion and Professional Support Program (IPSP). YIPSU WA supports: childcare centres; playgroups; Multifunctional Aboriginal Children's Services (MACS); Out of School Hours Care, nutrition programs and Mobile Playgroups. YIPSU WA supports eligible services in all areas of their development, and supports staff and managers to deliver quality services to our children. Website: www.ipсуwa.org.au

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