

**THE ANGLICAN DIOCESE OF GRAFTON  
DIOCESAN POLICIES AND PROCEDURES**

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<b>SUBJECT: OVERSEAS DONATIONS</b>		<b>PROCEDURE REFERENCE NUMBER</b> GEN-009
<b>DATE APPROVED</b> 19 December 2019		<b>REVISION NUMBER</b> Original
<b>POLICY IMPLEMENTATION DATE</b> 20 December 2019	<b>REVIEW DATE AND FREQUENCY</b> 3 Yearly	<b>RESPONSIBLE FOR REVIEW</b> Bishop-in-Council

## **1.0 PURPOSE**

The Diocese and its Parishes recognise that the mission of the church requires consideration of giving to mission work and charitable endeavours outside of Australia.

However, to provide assurance to the Australian community that charitable funds remitted to overseas purposes are used for charitable purposes and not diverted to non-charitable activities and purposes such as child-trafficking, money laundering and the funding of terrorism, the Australian Charities and Not-for-Profits Commission (ACNC) requires registered charities and Basic Religious Charities to comply with External Conduct Standards.

This policy is to ensure that the Parishes and other groups within the Anglican Diocese of Grafton ('the Diocese') remain compliant with the External Conduct Standards.

## **2.0 SCOPE**

### **2.1 Applicability**

This policy applies to the operation of the Corporate Trustees of the Diocese of Grafton including Anglican Funds Grafton Diocese (AFGD), the Anglican Diocese of Grafton and its parishes and unincorporated ministries and activities of the Diocese.

### **2.2 Exclusions**

This policy does not apply to the scope of operation of each of the other bodies corporate of the Diocese of Grafton (i.e. Lindisfarne Anglican Grammar School, Emmanuel Anglican College, Clarence Valley Anglican School, Bishop Druitt College, St Columba Anglican School, St Columba Anglican School Foundation, Anglicare North Coast, and Lismore Parish Pre School) however each of these organisations will be expected to conduct a detailed risk assessment of any overseas donation or support that is not entirely through a charity registered to operate outside of Australia.

This policy does not apply to members of the church who are providing money or resources directly to a purpose outside of Australia and not using the Anglican Diocese of Grafton or any of its parishes or agencies in the transaction. However, individuals need to be aware that if the recipient is not an Australian charity registered for overseas activity there is a decreased assurance that the resources are used for charitable purposes.

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### **3.0 POLICY**

#### **3.1 Intent**

- (a) To ensure that all resources sent overseas or provided to an Australian person or organisation to support mission work and charitable endeavours outside of Australia is through an Australian charity registered with the ACNC specifically for operating in the country or countries targeted; and
- (b) To ensure that none of the registered charities of the Diocese (e.g. parishes) place their ACNC registration in jeopardy and lose their charitable status by breaching External Conduct Standards.

#### **3.2 Responsibility**

It is the responsibility of the Parish Council to ensure that all money and resources being sent from the parish for a purpose outside of Australia is in accordance with this policy.

In the case of any other Diocesan organisation or committee, excepting a committee operating as part of a parish, the responsibility for compliance is with the respective board, council or management committee.

### **4.0 ENSURING COMPLIANCE**

#### **4.1 Things to Do**

- Before collecting or accepting funds or resources for a purpose outside of Australia, ensure that these can be forwarded on to a charity registered with the ACNC for overseas activity;
- Use the ACNC website “search for a charity” function to check the status of any registered charity including checking that they are currently registered to operate outside of Australia; and
- Preference established long-standing Christian charities registered with the ACNC that have a good reputation for overseas charitable work. Examples include:
  - Anglican Board of Mission (ABM);
  - Bible Society Australia;
  - Church Missionary Society (CMS)
  - Samaritans Purse – Operation Christmas Child
  - TEAR Australia

#### **4.2 Things to Avoid**

- Collecting or accepting money or resources for an overseas purpose without a plan for how the collection can be used in compliance with the External Conduct Standards;

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- Providing money or resources directly to an individual (e.g. mission worker) for an overseas purpose;
- Participating in a collection conducted by a group (e.g. local ministers collective) without formal assurances that the funds will be used as per this policy [Note: In cases where the collection is jointly organised for an overseas purpose that complies with this policy, it would be prudent to remit the funds or resources direct to the registered charity rather than through an intermediary]; or
- Sending donations directly to an overseas destination.

## **5.0 DEFINITIONS**

### **5.1 Australian Charities and Not-for-profits Commission (ACNC)**

The Australian Charities and Not-for-profits Commission is the national regulator of charities.

### **5.2 Basic Religious Charity (BRC)**

The ACNC defines a Basic Religious Charity as a registered charity with the purpose of advancing religion and which meet specific requirements. A BRC has reduced reporting requirements. Parishes and many organisations of the Anglican Diocese of Grafton have BRC status.

### **5.3 External Conduct Standards**

The External Conduct Standards are a set of standards that govern how a registered charity must manage its activities and resources outside Australia, regardless the amount of money or value of resources sent overseas.

Where money or resources are sent overseas by a charity, but not through a charity registered by the ACNC to operate overseas, the donating charity is required by law to take reasonable steps to ensure appropriate standards of behaviour, governance and oversight of the overseas activities. This policy is predicated on such steps being outside of the capacity of parishes and most other organisations of the Anglican Diocese of Grafton.

### **5.4 Resources**

The External Conduct Standards apply beyond the provision of funds and would include general goods (e.g. Operation Christmas Child shoebox) and human resources (e.g. volunteer labour).

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**6.0 REFERENCES**

<https://www.acnc.gov.au/for-charities/manage-your-charity/governance-hub/acnc-external-conduct-standards>