



Workplace Giving

✦ WHAT IS WORKPLACE GIVING?

Workplace Giving allows you to make small, regular donations to Caritas Australia through your pre-tax pay. This greatly reduces Caritas Australia's administration costs so more money reaches the people who need it most.

✦ ABOUT CARITAS AUSTRALIA

For over 50 years, Caritas Australia has worked hand-in-hand with the most marginalised and remote communities in Australia and overseas, to confront the challenges of poverty.

We accompany communities to build on existing local strengths and resources, supporting them to drive their own development for more transformative and sustainable change. When a crisis hits, Caritas Australia partners with local organisations and Church partners to bring aid and relief to people whose lives have been devastated by natural disaster or conflict.



✿ BENEFITS FOR EMPLOYEES

With Workplace Giving, all your donations are made from your pre-tax salary. This reduces your salary for taxation purposes but doesn't affect the amount you are giving to Caritas Australia.

✿ BENEFITS FOR EMPLOYERS

- Demonstrates your commitment to alleviating poverty and social injustice
- Attracts new staff and external stakeholders
- Retains engaged employees

Employers can further support their employees' efforts by matching their donations - demonstrating an organisational commitment to staff interests.

Workplace Giving in action

WHEN YOU **GIVE** \$25 A MONTH

it only costs you

\$4.25

a week*

You save

\$96

a year on tax

If your company matches your

\$25

Caritas receives \$50

*Based on 2018/2019 annual taxable income of \$37,001 – \$90,000, excluding medicare levy.

\$18

a month could buy water filters to provide families and students in Malawi with access to clean and safe water.



\$27

a month could cover learning materials for children with severe disabilities in Vietnam.



\$51

a month could provide seeds for families in the Democratic Republic of Congo for sustainable farming activities.



\$100

a month could train midwives and provide them with the equipment needed to assist women and babies in Bangladesh.



Workplace Giving Authorisation Form

How to Set Up Workplace Giving

1. Ask your Payroll office if your company has a Workplace Giving Form.

If they do, nominate Caritas Australia as your charity of choice and select your donation amount. Alternatively you can complete the form below.

2. Return your completed form to your Payroll office/Workplace Giving Coordinator.

3. Ask your workplace to contact Caritas Australia using our contact details on the form.

If you elect to receive correspondence from us about the impact of your support, you will also need to ensure your workplace passes on your details to us.

To authorise regular deductions from your pay, please complete the details below and return to your Payroll Manager.

Name				
Home Address				
City		Postcode		
Work Phone				
Email Address				
I would like to donate the following amount to Caritas Australia each pay period (please circle one of the below).				
\$18	\$27	\$51	\$100	Other: \$_____

Signature _____

Date _____

To be completed by the Payroll Manager

Company Name			Payroll Contact Name	
Payroll Contact Position			Payroll Contact Phone	
Company Address				
City	Postcode			
Employee Payroll Number				
Contribution Frequency (please circle)	Weekly	Fortnightly	Monthly	Other

Instructions for Payroll:

Each pay period we require a simple summary of your contributions to ensure all donations are recognised and credited correctly (email or post).

Please email this form to workplacegiving@caritas.org.au to receive confirmation and our EFT details.

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