



FUNDING, SPONSORSHIP, AND DONATIONS POLICY

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| Owner | Board | Approval date | 27/04/2022 |
| Approved by | Board | Review date | 27/09/2023 |

1. Purpose

The purpose of this policy is to outline the rules of the Generation Vote Trust of Aotearoa (the Trust) regarding funding, sponsorship, and donations.

2. Definitions

- 2.1. *Branch Committee* is an operational committee of the Trust that is managed by the democratically elected Branch Executive Officers
- 2.2. *Board* is The Board of Trustees of the Generation Vote Trust of Aotearoa, including ex-officio members of the Board of Trustees
- 2.3. *Board Member* is any member of the Generation Vote Trust of Aotearoa Board, including ex-officio Board Members
- 2.4. *Chair* is the Chairperson of the Board
- 2.5. *Donation* is a gift made freely with no benefit to the donor
- 2.6. *Donor* is someone who provides a donation to the Trust
- 2.7. *Grant* is an award of money made with certain stipulations as to the use of that money
- 2.8. *Grantor* is someone who grants a grant to the Trust
- 2.9. *Political party* is an organisation that is registered with the Electoral Commission and is listed on the Electoral Commission's Register of Political Parties, as is



2.10. *Sponsorship* is a mutually beneficial exchange, where the Trust or its affiliates receive a good or service in exchange for some good or service provided to the sponsor

2.11. *Sponsorship Agreement* is an agreement between the Trust and an individual or organisation, to provide Sponsorship

2.12. *Trust* is The Generation Vote Trust of Aotearoa

3. Conflicts of interest

Board Members must declare if they are a member of an organisation that awards a Grant to the Trust, enters into a Sponsorship Arrangement with the Trust, or donates a Donation to the Trust.

4. Funding

The Trust may apply for Grants from some individuals and organisations.

4.1. The Trust may not apply for Grants from individuals or organisations that:

4.1.1. May bring the Trust into disrepute.

4.1.2. Are partisan interests, including:

4.1.2.1. Political Parties;

4.1.2.2. Members of Parliament; or

4.1.2.3. Organisations whose main purpose is to:

4.1.2.3.1. Support a Political Party;

4.1.2.3.2. Lobby Political Parties;

4.1.2.3.3. Lobby for legislative change; or

4.1.2.3.4. Lobby for governmental policy change.

4.1.3. May otherwise damage the reputation of the Trust as a non-partisan organisation.

4.2. The Trust may not apply for Grants that require as a stipulation of the grant the Trust's provision of special treatment, priority access, influence over internal policy, or influence over teaching or workshops, to the individual or organisation awarding the grant.



- 4.3. When a grant application is made by a Branch or a Branch receives a grant, the Treasurer of that Branch must notify the Treasurer of the Trust within 3 working days.
- 4.4. The Treasurer of the Trust is responsible for ensuring that the Trust reports in a timely manner to the Grantor on the use of the Grant money as stipulated in the Grant rules.
- 4.5. The Treasurer of the Trust must keep a record of all Grants the Trust applies for and receives.
- 4.6. The Trust may return a Grant to the Grantor if the Trust believes that it is in the best interest of the Trust to do so.

5. Sponsorship

The Trust may enter into Sponsorship Arrangements with some individuals or organisations.

- 5.1. The Trust may not enter into sponsorship arrangements with individuals or organisations that:
 - 5.1.1. May bring the Trust into disrepute.
 - 5.1.2. Are partisan interests, including:
 - 5.1.2.1. Political Parties;
 - 5.1.2.2. Members of Parliament; or
 - 5.1.2.3. Organisations whose main purpose is to:
 - 5.1.2.3.1. Support a Political Party;
 - 5.1.2.3.2. Lobby Political parties;
 - 5.1.2.3.3. Lobby for legislative change; or
 - 5.1.2.3.4. Lobby for governmental policy change.
 - 5.1.3. May otherwise damage the reputation of the Trust as a non-partisan organisation.
- 5.2. The Trust may not offer in a Sponsorship Arrangement any special treatment, priority access, influence over internal policy, or influence over teaching or workshops for the sponsor.
- 5.3. The proposed Sponsorship Arrangement must be clearly outlined, including:
 - 5.3.1. The name of the sponsor;
 - 5.3.2. The time period in which the Sponsorship occurs;



- 5.3.3. The goods or services the Trust will receive;
- 5.3.4. The value of the goods or services the Trust will receive; and
- 5.3.5. The goods or services the sponsor will receive from the Trust.

5.4. To finalise a Sponsorship Arrangement it must be approved by:

- 5.4.1. A Branch Director; or
- 5.4.2. The Chair of the Board; or
- 5.4.3. A resolution of the Board.

(each the **Approving Party**).

5.5. When a Sponsorship Arrangement is approved, the Approving Party must notify the Treasurer of the Trust within 3 working days.

5.6. The Treasurer of the Trust must keep a record of all Sponsorship Arrangements the Trust enters into.

5.7. The Trust may end a Sponsorship Arrangement if the Trust believes that it is in the best interest of the Trust to do so.

5.7.1. The Trust may only do this in a way that is consistent with the terms of the Sponsorship Arrangement.

5.7.2. If the Trust ends a Sponsorship Arrangement prematurely then they must return the goods or services as agreed in the Sponsorship Arrangement.

6. Donations

The Trust may accept Donations from individuals and organisations.

6.1. The Trust will not give Donors any special treatment, priority access, influence over internal policy, influence over teaching or workshops, or other actions as a result of the donation.

6.2. By receiving a Donation from an individual or organisation, the Trust does not endorse that individual or organisation.

6.3. The Trust will not accept any Donations that:

- 6.3.1. May bring the Trust into disrepute.
- 6.3.2. Are from partisan interests, including:
 - 6.3.2.1. Political Parties;



- 6.3.2.2. Members of Parliament; or
- 6.3.2.3. Organisations whose main purpose is to:
 - 6.3.2.3.1. Support a Political Party;
 - 6.3.2.3.2. Lobby Political Parties;
 - 6.3.2.3.3. Lobby for legislative change; or
 - 6.3.2.3.4. Lobby for governmental policy change.
- 6.3.3. May otherwise damage the reputation of the Trust as a non-partisan organisation.

- 6.4. Donors may give Donations to the Trust that are intended for the benefit of a specific Branch.
 - 6.4.1. A Donation to the Trust made with the intention that it benefits a specific Branch of the Trust should be clearly marked as such.
 - 6.4.2. A Donation to the Trust clearly marked as intended for the benefit of a specific Branch must be transferred to that Branch within 5 working days of that Donation being received.

- 6.5. After a Donation has been received by the Trust, the Treasurer of the Trust is responsible for ensuring that a receipt of Donation is provided to the Donor (**Donation Receipt**). This Donation Receipt must include the:
 - 6.5.1.1. Name of the Donor;
 - 6.5.1.2. Value of the Donation;
 - 6.5.1.3. Date of the Donation;
 - 6.5.1.4. Signed authorisation of the Treasurer of the Trust; and
 - 6.5.1.5. IRD number of the Trust.

- 6.6. The Treasurer of the Trust must keep a record of all Donations received by the Trust.

- 6.7. The Trust may return a Donation to the Donor if the Trust believes that it is in the best interest of the Trust to do so.