

SEEK implemented a Workplace Giving program to **give back** to the **community** and allow our employees to maximise the money they give to **charity**. **SEEK** chose **Lifeline** as one of their program charities because of the **fantastic work** they do. They are **there for people** in need when no one else is.

Paul Bassat, Joint CEO, SEEK Limited

Find out more

If you would like to find out more information about Workplace Giving or discuss further partnership opportunities, please contact the Lifeline Australia Fundraising Team:

Lifeline Australia

Phone: 02 6215 9400

Email: fundraising@lifeline.org.au

Address: PO Box 173 Deakin West, ACT 2600

For more information on Workplace Giving and to download the Workplace Giving authorisation form for employees, visit www.lifeline.org.au



Lifeline Workplace Giving Working together to support the community



What is workplace giving?

Workplace Giving is a simple process for making regular donations to Lifeline Australia via your workplace payroll. This is an easy way to make a useful and lasting contribution that will assist Lifeline in providing services to Australians in need.

Workplace Giving provides individual employees with the opportunity to make a difference to the lives of other Australians by donating a nominated amount from each pay.

The power to make a real difference in any community is in numbers, so even a small weekly amount donated by a number of employees can go a long way towards helping Lifeline to provide vital services and programs.

How does workplace giving help?

Lifeline Australia relies on community support to continue providing access to a range of programs and resources at both a national and local level. Lifeline's focus is on providing support and creating awareness in the areas of mental health, suicide prevention and help-seeking.

Your contribution helps Lifeline...

- Answer calls on the 24-Hour Telephone Counselling service –13 11 14
- Provide training in Suicide Prevention and Awareness
- Develop Suicide Bereavement Support programs
- Recruit and train volunteers
- Provide access to self-help resources
- Promote help-seeking behaviour and awareness of mental health issues

The benefits

Workplace Giving programs are a great, easy way to donate to charity on a regular basis—and the donations really do make a difference. Once established, there is little maintenance or cost incurred for participating businesses. With little administration cost for Lifeline, the money can go to where it is really needed.

Making a difference is easy

With Workplace Giving, supporting Lifeline and making a positive contribution to your community is easy. The Workplace Giving method is reliable and convenient, and by providing ongoing donations you and your organisation will be ensuring the future sustainability of Lifeline services.

Tax benefits

Workplace Giving donations are deducted from pre-tax employee salaries, which means that individual taxable income is reduced.

Lifeline Australia has Deductible Gift Recipient (DGR) status, which means that workplace giving contributions qualify for an immediate tax deduction.

Receipting

Lifeline Australia provides Workplace Giving partners with a tax receipt at the end of each financial year. Individual employees do not receive a receipt as they have already received the benefit of reduced tax by donating from pre-tax salary. This eliminates the need for ongoing correspondence after each donation, saving Lifeline administration costs. This method is timely and cost effective for both the employer and Lifeline Australia.

How a workplace giving program works

- 1 Your workplace promotes the new Workplace Giving program and encourages employees to participate (Lifeline can provide you with further information or assist with communication materials).
- 2 Employees acknowledge their participation by filling in a workplace giving authorisation form (this can be downloaded from the Lifeline website at www.lifeline.org.au) Employees are able to nominate the amount to be regularly donated.
- 3 Money is deducted from the employees' salaries as a pre-tax amount via the usual payroll process.
- 4 Money is deposited on a quarterly basis to Lifeline Australia (further details provided upon request) and a remittance advice provided.
- 5 Lifeline Australia provides the workplace giving organisations with a tax receipt at the end of each financial year.
- 6 Lifeline provides interested employees with access to a bi-monthly e-newsletter which demonstrates programs and initiatives that Lifeline is involved with.
- 7 Workplace Giving Partners are acknowledged on the corporate support page of the Lifeline website.

Boost your workplace contribution

Some Workplace Giving Partners choose to further boost the contribution provided by employees by matching the amount dollar-for-dollar at a corporate level. This provides further tax deductions for the employer and means that more funds are raised for Lifeline. This is of course an optional approach to workplace giving.