Adelaide Rowing Club

Donation Policy

Revision	0
Issue Date	14 July 2026
Contact	President, Treasurer

1. Purpose

This Policy establishes how Adelaide Rowing Club receives, manages, and applies donations and bequests in a manner that is transparent, accountable, and consistent with the Club's values, Constitution, and governance obligations.

Adelaide Rowing Club will manage donations & bequests in accordance with the following principles:

- **Objects & Values -** Donations should align with or support the Club's mission, values, activities, facilities, development goals or ambitions.
- **Respect** - All donors will be treated with appreciation, courtesy and respect. This especially applies when donations are made privately or in memory of a loved one.
- **Fair Recognition** – Donors will be recognised for their generosity in a fair, consistent and proportionate manner, and in accordance with their wishes (including anonymity if request).
- **Transparency -** The Club will maintain records and be clear about how donations are received and used.
- **Stewardship -** The Committee ensures donations are managed responsibly, and are applied in the best interests of the Club.
- **Integrity -** Donations must not create improper influence, confer inappropriate personal benefit, or compromise the Club's independence, governance, culture, or reputation.

The I'Zingari Foundation (IZF) is an independent philanthropic foundation established under a Deed of Trust and for which Adelaide Rowing Club is the sole beneficiary. Contributions made directly to the IZF are excluded from this Policy – contact the IZF Trustees for further details.

Government grants & commercial sponsorships are not donations and are excluded from this Policy.

2. Types of Contributions

- **General Donations -** General donations are contributions made at large and without a specified purpose. These funds may be applied at the discretion of the Committee to the areas of greatest need or priority as they see fit.
- **Donations for a Specific Purpose -** A donor may request that a donation be used for a particular purpose, aligned to the Club's purpose and objects. Examples might include equipment purchases, building upgrades, athlete & coaching support, development programmes, historical preservation, events etc. Such donations may be accepted where the requested purpose is practical, lawful & aligned with the Club's objectives and values.
- **In-Kind Donations -** The Club may accept non-cash donations, including equipment, professional services, materials, or other goods, where those items are useful, safe, fit for purpose, and do not create an unreasonable burden for storage, maintenance, insurance, or disposal.

- **Memorial Donations -** Donations made in honour or memory of a person will be handled sensitively and respectfully. The Club will work with the donor or family, where appropriate, to ensure acknowledgement and use of the donation is appropriate.
- **Bequests -** The Club may accept gifts made through a will or estate. Bequests are deeply valued and will be handled with utmost care and respect.

3. Recognition

Recognition will always be proportionate, dignified, and non-commercial in nature. Forms of donor recognition may include, but is not limited to:

- Acknowledgement in Club communications (e.g. Newsletters, annual reports, social media);
- Recognition at Club events or milestone occasions;
- Inclusion on the Donor Honour Board (see Section 4);
- Modest, non-commercial gestures of appreciation (e.g. Event invitations, Club merchandise); or
- Association with a specific initiative or asset, where appropriate and agreed.

The Club will respect the wishes of donors or their representatives in relation to recognition, including:

- Requests for anonymity;
- Preferences for the manner or level of acknowledgement; and
- Sensitivity in the case of bequests and memorial contributions, & keeping with the wishes of donors or family.

Donation amounts and personal details will be treated as confidential, except where disclosure is required by law or agreed by the donor.

4. Donor Honour Board for Lifetime Contributions

Cumulative 'lifetime contributions' made to the Club by donors will be recognised through a Donor Honour Board. The Honour Board may reflect donor entities as individuals, couples, families, organisations or companies – at the discretion of the donor(s).

Eligible "lifetime giving contributions include:

- Financial donations made directly to the Club, or via the ASF;
- In-kind contribution of services – including foregone honoraria or re-imbursements, and,
- Bequests & memorial donations (any value) with recognition applied to the person being commemorated);

Contributions made to the I'Zingari Foundation are not included as 'lifetime contributions' - they are recognised separately through a parallel honour board which is maintained by the IZF Trustees.

To ensure recognition remains proportionate:

- Recognition tiers will reflect cumulative value of a donor's contributions - these tiers will align to the same structure as the I'Zingari Foundation's tiers (see next page)
- A minimum contribution of $1,000 (cumulative) is required for a donor's name to be added to the board – this threshold may be reached over multiple donations (provided that they are over $100 in value)

Donor Honour Board Recognition Tiers:

- **Platinum:** $50,000 and above
- **Gold:** $25,000 to $49,999
- **Silver:** $10,000 to $24,999
- **Bronze:** $5,000 to $9,999
- **Donor:** $1,000 to $4,999

The Treasurer will maintain a register of lifetime giving contributions made by each donor entity (i.e. by individual, couple, family, company or organisation). Donations less than $100 in value are not tracked and will not contribute towards cumulative totals. The register and the Honour Board will be updated at least annually.

The Club will make reasonable efforts to identify and recognise historical eligible contributions to the Club which predate the introduction of this Policy. The register will be updated to include historical contributions as and when they are identified (with accompanying records or proof).

5. Financial Management & Use of Funds

Donors or testators may nominate an intended purpose for their donation or bequest, which the Club shall make best efforts to honour.

Where it is no longer possible to achieve the intended purpose, or if the purpose has been achieved with surplus funds remaining, the Club will liaise with the donor or their representative to determine how to apply the balance of the donation.

Donations or bequests over $5,000 in value which are made to the Club without a nominated purpose may be required to be transferred to the I'Zingari Foundation, consistent with Rule 95 of the ARC Constitution.

The Club may arrange to collect donations via Australian Sports Foundation (ASF) campaigns, which by definition, have an intended purpose.

- Donations made to the Club through the ASF may be tax deductible – prospective donors are directed to the ASF website for further advice on tax matters relating to ASF donations.
- Note that the ASF takes a 5% commission to cover its operating and administrative costs.

Donations or contributions made directly to Adelaide Rowing Club are not tax deductible.

The Treasurer will maintain appropriate records of donations, bequests and recognised contributions within the Club's accounts.

6. Acceptance of Donations

All donations and bequests made to the Club must be given freely and without expectation of material benefit to the donor or related party. Donations must not be made in return for, or linked to:

- Membership or continued membership of the Club;
- Preferential access to equipment, selection, performance opportunities or other forms of competitive advantage;
- Undue influence over Club decisions, governance or operations; or
- Any other direct or indirect benefit (including for related parties).

The Committee reserves the right to decline or return any donation or bequest that:

- Conflicts with the Club's mission, values or purpose;
- Creates legal, financial, or reputational risk;
- Includes impractical or restrictive conditions; or,
- Imposes unreasonable ongoing obligations upon the Club.

Where such issues emerge, the Club will seek to work constructively with donors or their representatives to resolve the issues and reach a suitable outcome.

Document Control

Revision	Effective Date	Summary of Changes Made
0	14 July 2026	Initial issue. Approved by Committee.
A	4 June 2026	Initial draft circulated to stakeholders.