



## ST. ANDREW'S FOUNDATION

### POLICY AND GUIDELINES FOR MAKING GRANTS FOR THE PURPOSES OF THE FOUNDATION

#### 1. Introduction

- 1.1 As a result of discussions between representatives of the St Andrew's Hospital Endowment Fund and the Department of Treasury and Finance, the St Andrew's Foundation Act was passed by the Legislative Assembly of the Parliament of Victoria on 18 November 1997, and the Legislative Council on 20 November 1997, in both cases without amendment. The Act received Royal assent on 2 December 1997 and is now known as Act No 85 of 97. The Act was proclaimed on 31 March 1998.
- 1.2 After the Act referred to above was proclaimed, the existing Board (St Andrew's Hospital Endowment Fund) was abolished by way of the repeal of the St Andrew's Hospital Act. This ensured that all property of the St Andrew's Hospital Endowment Fund is now vested in the St Andrew's Foundation. It also has the effect of diverting any gifts, dispositions or trusts in favour of the St Andrew's Hospital Corporation to be used for the purposes of the St Andrew's Hospital to the St Andrew's Foundation.
- 1.3 The Foundation has been formed by means of a Charitable Trust which has the purpose of providing grants and donations to the hospitals, aged care facilities and community service programs provided by the Presbyterian Church of Victoria and the Uniting Church in Australia, Synod of Victoria and other similar public benevolent organisations.

#### 2. Powers

- 2.1 The Trustees are empowered by the Trust Deed to make grants and pay monies from the Foundation Assets and to determine policies for the making of such grants and payments.
- 2.2 They are to consider applications from and make grants and provide other assistance to hospitals, aged care facilities and other community service programs of the Presbyterian Church of Victoria and the Uniting Church in Australia Synod of Victoria and Tasmania. In the event that funds required to meet appropriate applications in any financial year are less than the funds available to the Trustees for such purposes, they may make grants to other bodies having similar objects to those of St Andrew's Foundation.
- 2.3 The Foundation is a public ancillary fund with deductible gift recipient (DGR) status. As such, it must follow the tax legislation that funds can only be distributed to organisations who also have DGR status. As part of the grant application process applicants are required to confirm their DGR status.

### **3 Foundation Assets**

- 3.1 The Trust funds comprise investments representing assets vested in the Foundation pursuant to the St Andrew's Foundation Act 1997 and income and profits arising from these investments.
- 3.2 Additional sources of funds are from bequests and donations arising from any fundraising activity undertaken by the Trustees.

### **4 Funds available for distribution**

- 4.1 The Trustees have the discretion to distribute the net annual investment income of the Foundation.
- 4.2 The Trustees may have the right to distribute capital as well as income in such cases as, the Trustees in their absolute discretion, deem appropriate

### **5 Methods for distributing funds**

- 5.1 Applications for funding are to be lodged with the Foundation on or before 15 March in each year or a date to be advised by the Trustees and will be considered by the Trustees at their next meeting following that date.
- 5.2 Whilst it is preferable for the applications from each denomination to be submitted through the relevant department in the denomination, the Trustees shall have the right to consider applications from Agencies, Boards or Committees of the two denominations and/or other ITEC bodies having a similar objective to those of the St Andrew's Hospital.
- 5.3 Grants in respect of successful applications are to be forwarded to the relevant body prior to 30 June in that year.

### **6 Process, Criteria, Conditions**

- 6.1 The Trustees have the sole right to determine the type of project to be supported by the Foundation and until further determination, will support programs that are innovative and associated with health care and community service projects. Unless there are special circumstances, the Trustees do not consider the provision of capital funds for buildings to be appropriate for the support by the Foundation.
- 6.2 Grants will generally be for one year, with the Trustees having discretionary power to make further grants up to a term of three years.
- 6.3 The Trustees will use their best endeavours to divide the annual amount equally between the two denominations, but shall have the right to vary this division if the Trustees in their absolute discretion deem it appropriate.
- 6.4 The notification approving an application shall set out the conditions of approval and reporting requirements to enable the Trustees to monitor and evaluate outcomes. The Trustees shall have the absolute discretion to withdraw funding during the course of a program, if it appears that the reporting conditions are not being met.