XR Vic Fundraising Guidelines

The Extinction Rebellion (XR) movement is based on autonomy and decentralisation—and each XR group is expected to find ways to be self-supporting. At the same time, there are some groups that do intensive fundraising to benefit the wider movement.

In Victoria, volunteer run **Climate Emergency Action Victoria Inc** (**CEAV**) has registered as a fundraiser to receive and administer donations on behalf of the Extinction Rebellion movement in Victoria. This arrangement makes it easier to do legal online fundraising, and to receive larger one-off donations from philanthropists. Decisions about how to use these donations are made by the XR Vic Coordinators Group—within constraints noted below.

All donations deposited into the CEAV bank account **must** be raised in accordance with Victorian fundraising regulations. Fundraising irregularities may result in CEAV's fundraising registration being cancelled.

Please read these guidelines before doing any fundraising for the CEAV account.

(Complete up-to-date information about fundraising regulation in Victoria is on the <u>Consumer Affairs Victoria website</u>).

How the Funds are to be Used

Funds raised by CEAV for XR Vic can be used for venue hire, premises rental, arts materials, printing, and various logistical costs. Funds can also be used to pay for invoiced services (eg. paying a specialist trainer or facilitator for specific time-limited work). Note that at this point in time, these donations cannot be used to pay a wage, or to pay volunteers anything that could be seen as being a wage.

Roadside Fundraising

CEAV does not currently have permits for roadside fundraising—don't do roadside fundraising.

Online Fundraising

CEAV receives and administers donations made through the <u>XR Vic ACTION Network</u> <u>fundraiser</u>. It's important that the link for this fundraiser is only promoted to people living in Victoria. It's also important that the wording on the online fundraiser page makes it clear who is receiving the money (CEAV); who benefits from the donations (XR in Victoria); what the money will be used for (venue hire, arts and logistical materials, and other administrative costs); and that CEAV is not a registered charity (ie. donations are not tax deductable).

Public Collection and Door Knocking

ID Badges (registering as a collector)

Legislation requires public collectors and door knockers to wear clearly visible identification badges that show:

- the fundraiser they are representing, and
- whether they are a paid collector or volunteer.

Legislation also requires fundraisers (such as CEAV) to keep records of people who have done public collection or doorknocking. Records must be kept for 3 months after the fundraising ends.

For this reason, all rebels raising funds to be deposited in the CEAV account **must** contact <u>XRVicFinance@protonmail.com</u> to register as a collector and receive a badge that incudes their personal collector identification number. XR Vic Finance will keep appropriate records of who has been assigned which ID numbers.

Cash Tins & Buckets.

Legislation requires cash collection tins (buckets, etc) to be clearly labelled with the name of who is conducting the fundraising appeal, and the name of who benefits from the appeal (section 10 of the Fundraising Act 1988).

Legislation (section 10 of the Fundraising Act 1988) also requires fundraisers to have other processes in place to ensure that cash donations are accounted for properly, including measures such as sealed numbered collection tins, and/or receipts.

Speak with <u>XRVicFinance@protonmail.com</u> about what accountability processes will be appropriate, in your given situation, before doing cash fundraising.

Door Knock Etiquette

If a residence has a 'No Door Knockers' sign, don't knock. It's illegal, and it's a bad look for the movement.

Square Credit Card Terminals

CEAV is in the process of setting up an account with Square which would allow us to use their payment platform and contactless readers. Until the account is setup we cannot use the contactless readers to accept money to our account.