






Maleny Neighbourhood Centre is a NFP community resource, responding to diverse local needs. We deliver emergency relief, facilitating community networks and connections. Maleny Neighbourhood Centre fosters resilient and fair communities and a just society where diversity is celebrated and participation encouraged.

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Open Mon - Fri: 9am - 3pm  
and booked activities anytime



In the Heart of Maleny ...

<b>MALENY NEIGHBOURHOOD CENTRE</b>			
<b>2022 AUSPICING POLICY</b>			
<b>Authorised By:</b>	Maleny Neighbourhood Centre (MNC) Assn Inc Management Committee		
<b>Responsibility for Review:</b>	Centre Coordinator and Development Worker (CCDW) and the MNC Management Committee		
<b>Policy Developed:</b>	2016		
<b>Last Review:</b>	23/03/2017		
<b>Approved by Management Committee:</b>	<table border="1" style="width: 100%;"> <tr> <td style="width: 60%;"><b>Signed:</b> </td> <td style="width: 40%;"><b>Dated:</b> 28 September 2022</td> </tr> </table>	<b>Signed:</b> 	<b>Dated:</b> 28 September 2022
<b>Signed:</b> 	<b>Dated:</b> 28 September 2022		
<b>Date of Next Review:</b>	July 2025		
<b>Review Process</b>	This Policy will be reviewed by the CCDW and Management Committee and approved before or by the next date of review		
<b>Documentation and Communication:</b>	Any decisions requiring policy changes will be recorded in the Minutes of Maleny Neighbourhood Centre Management Committee and advised to CCDW for implementation and updating of the policy documents.		
<b>POLICY CONTEXT</b>			
<b>Queensland Standards for Community Services:</b>	Standard 1 - Governance and Management		
<b>Other Standards:</b>	NA		
<b>Relevant Policies:</b>	Financial Delegation Policy Risk Management Policy		
<b>Forms or other organisational documents:</b>	Auspicing Agreement Form		
<b>Legislation or other requirements:</b>	NA		
<b>Purpose and Commitment</b>	<p>Auspicing means that an organisation that is recognised by the Australian Taxation Office as a not-for-profit type, or that has a legal not-for-profit status, takes responsibility for ensuring the funds of another entity are used as specified in the grant allocation / agreement.</p> <p>Auspicing ensures community projects get off the ground, and enables community groups to build long-term partnerships..</p>		

	<p>As an auspicng organisation Maleny Neighbourhood Centre will be responsible for:</p> <ul style="list-style-type: none"> <li>● The receipt, banking and administration of all grant monies allocated to an auspiced individual or group for an activity or project</li> <li>● Project monitoring</li> <li>● Ensuring the auspiced individual or group acquits the funding on time</li> <li>● Sign off on the acquittal form</li> </ul> <p>Subject to negotiation, as the auspicng organisation the Maleny Neighbourhood Centre may also provide:</p> <ul style="list-style-type: none"> <li>● Insurance cover for the activity or project</li> <li>● Mentoring for the auspiced group</li> </ul> <p>The auspiced organisation will be responsible for:</p> <ul style="list-style-type: none"> <li>● Providing receipts of funds spent</li> <li>● Reports for acquittal</li> <li>● Project management</li> </ul> <p>Maleny Neighbourhood Centre will charge a small administration fee to cover the costs of bookkeeping and administration of funding. This amount must be included in the grant application as administration or financial administration. This amount will be 10% of the total grant amount unless both parties agree to alternative arrangements.</p> <p>It is the responsibility of the individual or group being auspiced to ensure that a clear agreement is reached with MNC before applying for funding. An Auspice Agreement form (attached to this policy) must be completed and included with the application of any auspiced individual or group.</p>
<b>Scope</b>	<p>Auspice agreements are often used to help certain community organisations access funding for their activities.</p> <p>Some common auspicng arrangements include:</p> <ul style="list-style-type: none"> <li>● auspicng of one-off events such as art exhibitions, concerts, fairs, or festivals by arts organisations</li> <li>● auspicng of pilot projects or program trials</li> <li>● auspicng to incubate start-up groups</li> <li>● auspicng of local playgroups and study groups by a larger organisation</li> <li>● auspicng of youth projects, and</li> <li>● auspicng of sporting programs or competitions.</li> </ul> <p>The most common reason for a group or individual to seek to be auspiced is a need to quickly and easily meet grant funding requirements. Grant funding often requires a recipient is incorporated, is a Tax Concession Charity, or has DGR endorsement.</p>
<b>Procedures</b>	<p>In general, before agreeing to auspice another organisation, the Maleny Neighbourhood Centre will:</p>

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|  | <ul style="list-style-type: none"><li>• ensure they are satisfied that the project or activities for which the funding is sought for the auspicee, furthers the mission of the Maleny Neighbourhood Centre in some way, and</li><li>• check the constituent documents (constitution, rules, by-laws) of the Maleny Neighbourhood Centre to ensure that entering into the auspicing agreement is consistent with the objects and powers of the organisation.</li></ul> |
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Organisations seeking auspicing of a project must submit a detailed project proposal and completed Auspicing Agreement form to the MNC CCDW for consideration and approval.

The CCDW will forward the paperwork to the MNC Management Committee for review, input and ultimate endorsement of the agreement.

The finalised document will be signed by all relevant parties and a copy will be placed in MNC files.



