

# Wishing Well Workplace Giving Program **FAQ**



## **WHAT IS THE MELBOURNE CITY MISSION WISHING WELL WORKPLACE GIVING PROGRAM?**

The Melbourne City Mission Wishing Well Program provides a mechanism through which staff are able to make donations to support their preferred area of the organisation and to provide funds to grant “wishes” for young people outside of the scope of normal program activities. It is entirely voluntary.

## **WHAT PAYMENT METHODS ARE AVAILABLE TO MAKE A GIFT TO THE WISHING WELL PROGRAM?**

You can make regular fortnightly contributions from your pay through payroll deduction. Alternatively, you can make regular gifts via credit card or one-off gifts by cheque, credit card or money order.

## **HOW DOES THE OPTION OF GIVING VIA PAYROLL DEDUCTION WORK?**

Giving via payroll deduction is a mechanism by which employees can make regular philanthropic gifts tax efficiently. An amount you nominate is deducted on a fortnightly basis from your net salary. At the end of the financial year, you will receive your tax receipt.

## **WILL MY GIFT BE MADE FROM PRE OR POST TAX SALARY?**

Payroll deductions will be made from your pre tax (gross) salary. This amount will be recorded on your payment summary at the end of each financial year.

## **IS THERE A RECEIPT ISSUED FOR EACH GIFT?**

Staff who make a one-off gift of \$3 or more via cheque, credit card or money order are issued with a receipt when the gift is received. Staff who make regular (eg: monthly) gifts either via credit card are issued with an annual tax receipt in July of each year, itemising their donations during the previous financial year.

## **WHAT PERCENTAGE OF MY GIFT GOES TO THE AREA I CHOOSE?**

100% of the money you give will go towards granting a Wish.

## **CAN A DONATION VIA PAYROLL DEDUCTION BE MADE TO OTHER CHARITABLE INSTITUTIONS?**

The Wishing Well Program is exclusive to Melbourne City Mission and specifically grants approved “wishes” to young people within the organisation’s programs. If you are interested in supporting other organisations you will need to speak to your Charity Partnership Manager or Payroll team to see if this possible.

## **WHO DO I TALK TO ABOUT SETTING UP A GIFT TO THE MELBOURNE CITY MISSION IN MY WILL?**

Melbourne City Mission’s Bequest team is available to answer your queries.

For further information please visit our website.