

<p>What is workplace giving?</p>	<p>Workplace giving is a simple and effective way for employees to donate to charities through automated fortnightly payroll deductions. These donations are made from pre-tax salary.</p>
<p>Why donate through workplace giving?</p>	<p>Workplace giving allows employees to make donations in an efficient and tax-effective manner, eliminating the need to collect receipts or wait until the end of the financial year to claim a tax refund.</p> <p>By donating via a regular fortnightly payroll deduction, donations are spread over the year rather than making a larger one-off donation. Depending on the amount donated and your taxable income you receive the benefit of a tax deduction each pay period.</p>
<p>What are the estimated tax benefits?</p>	<p>Depending on the amount donated each pay period and your taxable income you may have a reduced amount of tax withheld from your pay each fortnight.</p> <p>See the ATO Tax Table for Workplace Giving 🔗 to calculate your savings.</p> <p>If you donate only a small amount each pay period, you may not receive a tax benefit until you claim your donations though your tax return.</p> <p>If you require further assistance, it is recommended that you seek independent personal taxation or financial advice.</p>
<p>What happens when I complete my annual tax return?</p>	<p>In a pre-tax workplace giving arrangement, depending on the amount that you donate you will have already received the tax benefit throughout the year for your donation.</p> <p>The annual amount that you have donated will be reported on your payment summary under “Workplace Giving” for inclusion on your tax return. This will then be used by the ATO to calculate your assessable income and deductions for the financial year.</p>
<p>What organisations can I donate to through workplace giving?</p>	<p>To participate in a workplace giving program, the charity or organisation must have deductible gift recipient (DGR) status.</p> <p>CSU currently has the following approved organisations in the workplace giving program:</p> <ul style="list-style-type: none"> ➤ CSU Give ➤ World Wildlife Fund ➤ OXFAM ➤ Australian Conservation Foundation ➤ NSW Cancer Council ➤ Telstra Child Flight ➤ World Vision Australia

In the event of any discrepancy between this fact sheet and the Enterprise Agreement or Australian Tax office policy, the terms of the Agreement or Policy will prevail.

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<p>How were the charities selected?</p>	<p>CSU undertakes a yearly evaluation to address the participation rate in the workplace giving program. After this evaluation further charities may be included on the charity list.</p> <p>To suggest a charity to be included in the CSU Workplace Giving program please email payroll@csu.edu.au</p>
<p>Does it affect my other entitlements?</p>	<p>The workplace giving arrangement does not affect the way your gross income, super or leave entitlements are calculated.</p>
<p>How do I commence workplace giving?</p>	<p>To donate to CSU Give via payroll deduction complete the online form at the following link (scroll to bottom of the page) 🔗</p> <p>For other external CSU approved charities complete the ‘Workplace Giving – Payroll Deduction to Charitable Organisations’ form at the following link 🔗</p>
<p>Can I vary the amount that I donate?</p>	<p>You can vary the amount that you donate by completing a new form and submitting it to payroll@csu.edu.au.</p> <p>The change will take effect from the next available payday after receipt of the form.</p>
<p>How do I cease workplace giving deductions?</p>	<p>To cease your workplace giving arrangement email payroll@csu.edu.au with your staff id, name and the payday that you wish the arrangement to cease.</p> <p>At least 5 working days’ notice prior to the payday of cessation is required.</p>
<p>Further Details</p>	<p>Australian Tax Office</p>

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