

**Firefighters Charity Foundation Inc
(Foundation)
In its capacity as Trustee of
Fire Legacy - Necessitous Circumstances fund (Fire Legacy)**

**BOARD OF TRUSTEES REPORT
YEAR ENDING 30 JUNE 2012**

This report on the operation of the Fire Legacy – Necessitous Circumstances Fund (FireLegacy Fund) marks the end of the first year of operation for this Trust Fund.

The purposes of the FireLegacy Fund are set out in the Trust Deed and are as follows:

4.1 General objects

The general objects of the Trust are solely to provide relief to persons in Australia who are in necessitous circumstances including through the provision of money, property or benefits for the relief of poverty, sickness, suffering, distress, helplessness or misfortune, provided that the provision of property, money or benefits is not in breach of the requirements of item 1 of the table in section 30-15 of the of the *Income Tax Assessment Act 1997* (Cwlth) (as amended) (the Act) including any special conditions set out in any of the tables in subdivision 30-B of the Act.

4.2 Specific objects

Without limiting the general objects set out under clause 4.1, the specific objects of the Trust are:

- 4.2.1 to attract and retain for the Trust the continuing interest and financial support of members of the public;
- 4.2.2 to solicit donations, gifts, bequests and other forms of financial assistance to or for the Objects;
- 4.2.3 to widen knowledge and understanding of the Trust, its activities, needs and objectives among the public;
- 4.2.4 to raise money from the public and establish and administer trusts and funds for the purposes of obtaining the Objects or any of them; and
- 4.2.5 and to do all things as are incidental or conducive to the attainment of the Objects or any of them or to the preservation, development and improvement of the standards, facilities and well being of the Trust.

ESTABLISHMENT

It was agreed by the Board that all funds raised for FireLegacy would be placed in a special purpose account established with the Firefighters Credit Union.

A Sub-Committee of the Firefighters Charity Foundation was established to receive, assess and administer the FireLegacy Fund. Members of this Committee are Michael Whitty (Chair) Eric Anderson, Mark Narayan and Michael Bergin.

Guidelines for the administration of the Fund were set out by the Firefighters Charity Foundation (Minutes of the Foundation 16 September 2011 and subsequent):

- The confidentiality of the legatees to remain a paramount consideration.
- Requests for assistance are to be submitted by a contributor to the Firefighters Charity Fund. All applications to be in writing on the appropriate application form with supporting documentation if required. Personal discussion between a member of the Sub-Committee and the nominator must be conducted.
- Assistance will be provided to alleviate the circumstances set out in the Objects of the Trust Deed.
- Assistance by provision of vouchers and direct payment of bills was to be preferred to handouts of cash
- In the case of urgent requests for relief, the Sub-Committee was delegated the authority to disburse up to \$1,500 in urgent decisions. Any requests for relief exceeding that figure were to come to the full Board for approval.
- All relevant documentation provided in support of the application to be collated and held by the Chair of the FireLegacy Sub Committee.
- A de-identified master register of Fire Legacy Applications was to be created and provided to the Board on request.

OPERATION OF THE FUND 2011/2012

During the financial year 2011/2012 total income was \$21,178 from the following sources:

- Firefighters Charity Fund: \$21,000
- Interest \$178


One application for assistance was received during the year. A donation of \$850 was provided to the requestor.

Dated: 30 November 2012

SIGNED:

Michael Whitty (Chair)

Mark Carter (Treasurer)

Alison Brideson (Secretary) 

Shane McCluskey (Deputy Chair) 