

GirlGuiding New Zealand Fundraising Policy (2025)

1 Purpose

- 1.1 GirlGuiding New Zealand is committed to empowering its youth and adult members, local units, staff, and broader community to engage in ethical, transparent, and impactful fundraising activities. All fundraising efforts must align with GirlGuiding New Zealand's mission and purpose and comply with all applicable New Zealand laws, GirlGuiding New Zealand's Fundraising Guidelines, and be managed with integrity and accountability under the oversight of the National Support Team.

2 Scope

- 2.1 This policy applies to all fundraising activities conducted by or on behalf of GirlGuiding New Zealand, including local units, teams, staff, and external supporters.
- 2.2 This policy should be read in conjunction with:
- i. GirlGuiding New Zealand Fundraising Guidelines
 - ii. Corporate Fundraising Policy
 - iii. Policy Statement on Financial Management

3 Key Principles

- a. **Community-Led Initiatives:** Local units are encouraged to lead fundraising efforts that reflect their community's character and priorities, within approved financial thresholds.
- b. **Approval Requirements:** Fundraising involving corporate, national, or charitable partners must be approved by the Funding & Brand Team. Applications to granting bodies also require prior approval.
- c. **Financial Management:** All funds raised must be deposited into the designated GirlGuiding New Zealand bank account within 7 days and processed through the Finance Team to ensure transparency. GirlGuiding New Zealand reserves the right to reallocate unused funds to areas of highest need.
- d. **Compliance and Ethics:** All fundraising activities involving raffles, lotteries, or games of chance must adhere to New Zealand legislation, including the Gambling Act 2003, Charities Act 2005, and relevant health and safety

requirements. (Refer Appendix A – Gambling Act 2003 – Compliance Points for fundraising.)

- e. Activities requiring licences (e.g., raffles over \$5,000) will be managed by the Funding & Brand Team.
- f. Members under 18 years of age must not participate in selling or purchasing tickets for raffles that require a licence (Class 3 Gambling).
- g. Notification to the Funding and Brand Team is required for any raffle with prizes over \$500.
- h. **Non-Compliance:** Any instances of non-compliance with the Fundraising Policy and Guidelines will be addressed in accordance with the Complaint or Concern about a Volunteer or Employee Processes.
- i. **Brand and Communication:** Fundraising materials must follow GirlGuiding New Zealand Brand Guidelines. Local adaptation is encouraged with oversight from the Funding & Brand Team.
- j. **Support and Advice:** The Funding & Brand Team will provide guidance, resources, and support to ensure fundraising is effective, compliant, and aligned with GirlGuiding New Zealand’s mission.
- k. **No Individual Benefit:** In line with the Charities Act 2005, fundraising activities must **not** be carried out for the benefit of individuals under GirlGuiding New Zealand’s name or brand.
- l. **Health and Safety:** All fundraising activities, especially those involving youth members, must comply with GirlGuiding New Zealand’s health and safety policies and applicable New Zealand laws.

Date of Policy:	2017
Last Reviewed:	December 2025
Next Review:	December 2028

Gambling Act 2003 – Compliance Points for Fundraising

1. **Class 1 Gambling (Prizes up to \$500):** Prizes and turnover do not exceed \$500. No licence required. All proceeds must benefit the community or be paid out as prizes.
2. **Class 2 Gambling (Prizes \$500–\$5,000)**
3. No licence is required.
4. Units/teams may run raffles up to \$2,000 in value; anything over \$2,000 must be run by the Funding & Brand Team.
5. All net proceeds must be used for approved GirlGuiding New Zealand purposes.
6. **Class 3 Gambling (Prizes over \$5,000)**
7. A licence from the Department of Internal Affairs is required.
8. Members under 18 are not allowed to sell or buy tickets for licensed raffles.
9. **Remote/Online Sales:** Selling raffle tickets online or via communication devices is prohibited unless specifically licensed. Advertising is permitted, but ticket sales must be in person.
10. **Prohibited Prizes:** Firearms, liquor, tobacco products, and other items as specified by law; this includes prizes that may bring GirlGuiding New Zealand into disrepute.