

Pay-it-forward (PIF) Policy

1. Purpose

The purpose of this policy is to establish a program to promote equity and diversity in participant composition and to assist children who may be economically or socially disadvantaged access PEiPL's programs.

2. Objective

To raise funds and allow for donations from those in a position to do so to fund one or more places in PEiPL's Eureka Oz! program.

3. Scope

This policy applies to the Eureka Oz! program for children from the ages of 3 years to 14 years.

4. Policy

4.1 Establishing the program

The Company will establish a program to encourage and enable the making of donations to pay for one or more scholarships to attend a Eureka Oz! program ("Eureka Oz! Scholarship") and obtain all licences and authorities required for such fundraising activities.

The Company will also seek to enable donations via its partner organisations where those organisations are Donor Gift Recipients and can offer donors the option of an Australian tax deductible donation.

4.2 Collection Procedures

The Company is committed to transparency and integrity of the PIF program and will publish information regarding the nature and availability of Eureka Oz! Scholarship and make documentation setting out the purpose of the scholarships for which donations are collected and the values which underlie both the Eureka Oz! and the Eureka Oz! Scholarship program available upon request of its stakeholders.

The Company will publish information regarding the nature and availability of Eureka Oz! Scholarship in appropriate venues and using media which is consistent with the objectives and values of the Company.

4.3 Award of Scholarships

The Board will review all applications for a Eureka Oz! Scholarship and determine the award of full and partial scholarships by reference to the following criteria:

- One or both parents who receives unemployment benefits;
- Child or parent has a disability or chronic illness;
- Single parent families;
- Parents who are full time students;

- Aboriginal or Torres Strait Island Peoples;
- Refugee or migrant families;
- Any other cases where the applicant is able to provide evidence of financial need or social disadvantage to the Board's satisfaction.

The Board's decision will be final in the absence of fraud or similar conduct.

4.4 Naming of Scholarships

The Board will determine the naming of scholarships. Scholarship names should:

- (i) positively valorise designated groups of people, e.g., Working Families, Girls in Philosophy, First in Family;
- (ii) memorialise a person especially valued in the life of the sponsor, e.g., a relative, close friend, or teacher; or
- (iii) recognise a particular aspect of children's adventures in ideas, e.g., Critical Thinking, Open Minded, Respect for Others.

In the absence of a specific name, the name used will be "Eurekamp Oz! Scholarship".

4.5 Administering the program

The Company will administer donations received in accordance with applicable legislation, including the *Charitable Collections Act (1946)*. The Company will keep accurate records of its charitable collections activities including the following records:

- Accounts setting out the money and goods collected or received by the Company for a charitable purpose; and
- Statements setting out the way the money and goods collected or received by the Company have been dealt with.

The Company will prepare a financial report each year that includes an income and expense (or profit and loss) statement and a balance sheet.

The Company will provide reports to its members and relevant stakeholders in order to remit the application of donated funds to scholarships.

Contacts

For questions about this policy, contact the board or Company Secretary in person or by email at eurekampoz@peipl.net.