# **WORKPLACE GIVING: GUIDE FOR EMPLOYERS**

Support your employees to change lives as they work!

Workplace Giving – also known as payroll giving - is an easy and effective way of helping your employees make a difference, and engage them in the causes they care about.

By choosing to support United Way Australia through Workplace Giving, your staff can practically and effectively give children and young people from disadvantaged Australian communities the chance to reach their full potential, by funding life-changing early literacy and youth unemployment programs.

And with each donation reducing your employees' taxable income, they will also benefit!

Help United Way Australia bring hope to more children and young people in disadvantaged communities across Australia in just 2 easy steps.

## **STEP 1: WORKPLACE GIVING CONTRIBUTIONS**

Your employees' contributions can be remitted either by EFT or cheque. United Way Australia prefers EFT deposits, as these help to reduce our administration costs.

#### **EFT**

Please deposit employee contributions through your Workplace Giving program to:

Bank: WESTPAC

Name: United Way Australia

**BSB:** 032-000 **Account**: 90 0938

Note: For easier identification, please include your company name as a reference on the bank statement.

#### **CHEQUE**

Please mail your cheque and all supporting remittance information to:

Workplace Giving United Way Australia Level 2, 230 Clarence Street, Sydney. NSW 2000

### **STEP 2: CONTRIBUTION DETAILS**

To help track the incredible support of your staff, we require a remittance notice for each payment you make to United Way advising us of your company name, the payroll period for deductions remitted, the amount you will be sending and where possible, the contact details of the employees who donate. This will allow us to thank and update your employees about the difference they are making in communities across Australia. If employees would like to stay anonymous, you can let us know. Alternatively employees can opt out of our communications.

Remittance advice can be sent to us via email to James.Brierely@unitedway.com.au

And that's all it takes to support United Way Australia through Workplace Giving!

If you have any questions, please don't hesitate to contact us at info@unitedway.com.au.



Donate to United Way Australia through Workplace Giving to support life-changing early literacy and youth unemployment programs!

# WHAT HAPPENS NEXT?

If you would like to speak to a member of the team about how best to start a workplace giving campaign, or increase participation rates, please contact our Corporate Partnerships Team.

Our experienced staff can provide you with advice, examples and tools such as sign up forms and posters, to help make your workplace giving program as simple but effective as possible

Please visit our Partnerships webpage for more ideas on how your organisation can create positive community change with United Way Australia.

To find out more about United Way's life-changing work, visit unitedway.com.au

