

TAMWORTH TEENS 12-17

COMMUNITY DONATIONS PACKAGE

Help local teenagers be heard, included, connected and supported.

SMALL CONTRIBUTIONS CAN HELP TURN TEEN INPUT INTO ACTION.



WHAT YOUR SUPPORT IS FOR

This community appeal supports independent youth advocacy, engagement, information, participation and opportunity-building for young people aged 12-17 in Tamworth and surrounding areas.

Donations may help pay for outreach, survey promotion, printing, communication tools, research, youth activities or pilots, participation supports, project development and reasonable direct costs connected with those purposes.

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WHY DONATIONS HELP

Community support funds the gap between listening and doing

WHY WE ARE ASKING

- Teenagers can tell us what is missing, but reaching a broad cross-section takes repeated online and offline engagement.
- The youngest teens can be missed by formal structures: Tamworth Regional Youth Council is for ages 15-18, while this initiative focuses on ages 12-17.
- Good engagement costs money even when nobody is charging young people to participate: printing, QR materials, software, distribution, promotion and activity pilots all add up.
- Independent funding means the initiative can continue asking questions, explaining public information and following progress without being financially dependent on Council.
- Community support can help create more pathways into activities, interests, belonging, social connection, confidence and participation.

The purpose is not to tell teens what they should want.

It is to ask them, make the answers visible, help them understand what is already available or promised, and find practical ways to support what the evidence shows they would actually use.

DONATION ≠ SPONSORSHIP

A donation is voluntary and does not buy advertising, logo placement, tagging, naming rights, services, discounts or another material benefit. Businesses wanting promotion should use the separate Sponsorship Package.

WHAT DONATIONS SUPPORT

The broad categories the appeal is designed to fund

USE OF FUNDS

REACH & LISTEN

Survey promotion, QR posters, printing, local distribution, online tools and age-appropriate engagement.

INFORM

Plain-language youth content explaining Council plans, services, consultations and opportunities.

FOLLOW UP

Research, records, progress tracking, information requests and evidence summaries relating to youth commitments.

CREATE & TEST

Small youth activity pilots, workshops, events, creative or recreational ideas and participation experiments.

ACCESS & PARTICIPATION

Reasonable supports that help young people participate, such as low-cost materials, venue access or transport-related project costs where appropriate.

BUILD OPPORTUNITIES

Grant preparation, partnership development, project planning and other direct setup costs for youth-focused opportunities.

OPERATING COSTS

Reasonable direct costs of running the appeal and initiative, including approved software, payment fees, communication and administration directly connected with the stated purpose.

REPORT BACK

Public summaries showing what was raised, broad spending categories, what was delivered and what remains to be done.

FUNDS ARE FOR THE STATED COMMUNITY PURPOSE

They are not represented as personal gifts to the operator. Expenditure will be recorded and must be connected to the appeal purpose.

WHAT DONATIONS CAN ACTUALLY PAY FOR

Examples so donors know what their money may enable

PRACTICAL EXAMPLES

- Printing posters, flyers, QR cards, survey material and information sheets.
- Paid social-media promotion used to reach local teens, parents and community networks.
- Website/domain, survey, design, email and communication tools used for Tamworth Teens.
- Research costs, public-information fees, evidence summaries and advocacy materials.
- Youth activities, workshops and event pilots including reasonable venue, equipment and participation-material costs.
- Reasonable food, transport or accessibility costs where they are directly connected with youth participation.
- Reasonable survey or activity prizes/incentives where appropriate and transparently disclosed.
- Grant research, project development, partnership-building and professional advice directly needed for a youth project.
- Payment-processing fees, insurance, bookkeeping and reasonable administration directly connected with the initiative.
- Public reporting on what was raised, what it was broadly spent on and what was achieved.

WHAT DONATIONS WILL NOT BE USED FOR

Unrelated household or personal expenses, unrelated businesses, personal entertainment, gifts to friends or family, or purchases where the main benefit is private rather than connected with the stated youth purpose.

Payment for the operator's own time is not currently treated as a routine use of donation funds. If that changes, it will be transparently documented and reviewed before donor funds are used for remuneration.

IF AN EXPENSE CANNOT BE CLEARLY LINKED TO THE YOUTH PURPOSE,
DONATION FUNDS WILL NOT BE USED FOR IT.

TRANSPARENCY & ACCOUNTABILITY

What donors can expect

OUR COMMITMENTS

- Keep identifiable records of money received and how appeal funds are applied.
- Keep accounting records relating to the appeal for at least 7 years and other fundraising records as required.
- Issue ordinary donation receipts where required and maintain a receipt register.
- Do not represent donations as tax deductible or issue DGR donation receipts.
- Do not give donors access to individual youth survey responses or personal information.
- Do not change the stated charitable/community purpose once the appeal is underway.
- Respect requests not to be contacted again and never pressure someone to donate.
- Maintain a complaints pathway and investigate fundraising complaints fairly.
- Provide periodic public summaries of total support received, broad use-of-funds categories and activities enabled.

NSW FUNDRAISING THRESHOLD

This appeal is intended to remain at or below \$15,000 gross charitable fundraising in a financial year unless and until any required NSW fundraising authority is obtained. If circumstances change, fundraising will be reviewed against the current NSW rules before continuing beyond the applicable threshold.

WAYS TO SUPPORT

One-off community contributions with no promotional benefit

CHOOSE ANY AMOUNT

\$5

helps with basic digital and printing costs

\$20

can contribute to local flyer/QR distribution

\$50

can support a small engagement push or participation materials

\$100

can meaningfully contribute to a youth activity, outreach or project setup

OTHER

give an amount that suits you

NO REWARD OR MATERIAL BENEFIT IS PROVIDED

We may say a general thank you to the community, but a donor does not receive advertising, sponsor status or a service in return for the donation. If a business wants recognition or promotion, we will treat that arrangement separately as sponsorship.

PAYMENT & RECEIPTS

Simple payment options and clear tax wording

PAY SECURELY

PayPal.Me

paypal.me/tamworthteens2340

Scan the QR code or use the link above.

Bank transfer details can be provided on request.



RECEIPTS

A payment receipt can be issued and the payment will be recorded. The receipt confirms money received; it is not a tax-deductible donation receipt.

Tamworth Teens 12-17 is not currently a registered charity or deductible gift recipient (DGR), so donors should not claim the payment as a DGR gift.

GST / TAX NOTE

Tamworth Teens is operated by a GST-registered sole trader. A genuine community contribution under this appeal is intended to be voluntary and not made in exchange for advertising, services or another material benefit. Because the GST and income-tax treatment of voluntary payments to a business can depend on the circumstances, payments will be recorded and treated according to applicable tax rules. If a payment is linked to promotional or other benefits, it may instead be treated as sponsorship or consideration and different GST treatment may apply.

TERMS OF APPEAL

Please read before donating - this defines the purpose of the fundraising appeal

CHARITABLE / COMMUNITY PURPOSE

To support independent youth advocacy, engagement, information, participation and opportunity-building for young people aged 12-17 in Tamworth and surrounding areas, including outreach and surveys, communication and education, research and follow-up, youth activities and pilots, participation supports, project and grant development, and reasonable direct costs necessary to carry out those purposes.

HOW THE APPEAL WILL OPERATE

- Donations are voluntary and are solicited for the purpose stated above.
- Donors do not receive a material benefit, advertising entitlement or service in return.
- Funds may be pooled and applied across the stated purpose according to current needs; a donor may express a preference, but a restricted purpose is only accepted if expressly confirmed in writing before payment.
- If a specific project cannot proceed, money allocated to it may be redirected to another activity within the stated purpose unless the donation was expressly accepted as restricted and the law requires another treatment.
- Reasonable, documented appeal and operating expenses directly connected with the stated purpose may be paid from funds raised.
- Records will be maintained and public reporting will be in aggregated form.
- The appeal is not operated by Tamworth Regional Council and is not affiliated with a political party or candidate.

IMPORTANT

NSW guidance states that an individual or unincorporated fundraiser should provide terms of appeal to donors before donations are made. The stated charitable purpose is intended to be fixed for this appeal.

PRIVACY, CONTACT & COMPLAINTS

Donor information and youth information are handled separately

DONOR PRIVACY

- PayPal or another payment provider may provide the donor name, email address and transaction details as part of processing the payment.
- Donor details are used for receipts, record keeping, administration, supporter updates where consent is given, and responding to enquiries or complaints.
- Donor contact details are not sold to advertisers.
- Donors can ask not to receive future fundraising or promotional messages.
- Public acknowledgement is optional. A donor may ask to remain anonymous publicly.

YOUTH DATA

- Donors do not receive individual youth responses, names, contact details or other personal information about young people.
- Survey results may be reported only in aggregated or appropriately de-identified form.
- Donating does not give a donor influence over survey findings, advocacy positions or Council-related commentary.

QUESTIONS OR COMPLAINTS

Email: tamworthteens12to17@gmail.com

A fundraising concern will be acknowledged, reviewed against the appeal purpose and available records, and responded to as reasonably practicable. If the concern cannot be resolved directly, a person may seek independent advice or contact the relevant regulator.

OPTIONAL DONOR DETAILS FORM

Use this if you would like a receipt, acknowledgement preference or supporter updates

DONOR DETAILS

Full name / business

Email

Phone (optional)

Donation amount

Payment date

PayPal transaction / reference

PUBLIC ACKNOWLEDGEMENT

Keep my donation anonymous publicly

You may thank me by name / business name only

No public acknowledgement

CONTACT PREFERENCES

Send me occasional Tamworth Teens community-support updates

Do not send me future donation requests

Please email me a payment receipt

Optional note / what motivated your support

THIS FORM DOES NOT CREATE SPONSOR BENEFITS

If you want business promotion, logo placement, social tagging or a commercial benefit, request the Sponsorship Package instead.

INTERNAL RECORD-KEEPING CHECKLIST

For Tamworth Teens administration - retain with appeal records

FOR EACH DONATION

- Date received recorded
- Gross amount recorded
- Payment method / transaction ID recorded
- Receipt issued where required / requested
- Receipt register updated
- Donation linked to this appeal purpose
- Payment-processing fee recorded separately
- Funds deposited/identified in the relevant account records
- Acknowledgement/contact preferences recorded

ONGOING APPEAL RECORDS

- Income and expenditure ledger maintained
- Invoices / receipts / supporting documents retained
- Expenditure checked against appeal purpose
- Running gross fundraising total checked against NSW threshold
- Public use-of-funds update prepared periodically
- Complaints and responses logged
- Financial records retained for at least 7 years

STOP / REVIEW TRIGGER

Before accepting contributions that would take charitable fundraising above the applicable NSW authority threshold, or before materially changing the appeal purpose, pause and check current NSW fundraising requirements. Do not simply keep collecting and fix the paperwork later.

REFERENCE NOTES & LIMITATIONS

Current Australian and NSW context checked 19 August 2026

KEY POINTS USED IN THIS PACKAGE

NSW Government - Apply for an authority to fundraise

An authority is required if charitable fundraising exceeds \$15,000 gross in a financial year; small fundraisers at or below the threshold do not need an authority, but fundraising responsibilities and record keeping still apply.

NSW Government - Key responsibilities for fundraisers

All charitable fundraisers must keep financial records; accounting records are retained for at least 7 years.

NSW Government - Managing money and proceeds of an appeal

Funds must be applied to the represented charitable purpose; expenses must be lawful and proper.

NSW Government - What is a charitable purpose

A charitable purpose must benefit the public or a section of the public rather than provide private advantage; terms of appeal are recommended for individuals/unincorporated fundraisers.

PayPal Australia - financial support for a business / PayPal Fundraisers

A for-profit business can receive financial support through PayPal, but donations may be treated as income and standard payment fees may apply.

ATO GST guidance and rulings

Whether a voluntary payment has GST consequences depends on the exact circumstances and whether there is a sufficient connection to a supply.

ACNC / ATO DGR framework

Tamworth Teens is not represented as a registered charity or DGR, so this package does not promise tax-deductible gifts.

IMPORTANT LIMITATION

This package is designed as a practical, transparent framework and not as personal legal or tax advice. Public fundraising, GST and income-tax treatment can depend on the exact facts. If the appeal is likely to become substantial, exceed the NSW threshold, accept restricted gifts, employ paid fundraisers, or operate interstate, obtain tailored legal/accounting advice before expanding it.