

Payroll Giving

Momentum Waikato encourages employees and businesses to work together for the mutual benefit of their communities.

Payroll Giving is an easy way to support good causes, as it enables donations to go directly from pay packets to a community organisation.

Payroll Giving is a well-established IRD process that enables businesses and organisations to facilitate their staff's donations to their chosen charities. It is administered through the PAYE system, so those working for signed-up employers receive the tax benefits of their donations each payday, rather than having to present donation receipts and wait until the end of the tax year to claim. If an employer files its EMR (IR348) and EDF (IR345) online via IR-File, it can sign up to the system.

All donations are directed to the causes you care about, Momentum Waikato does not take any administration fees from donations.

For staff

- Payroll Giving makes donating to Momentum Waikato straight forward.
- Your donations are taken out of your wage or salary before tax.
- Participation is completely voluntary.
- Each time you make a donation, you receive an immediate 33.3% tax rebate.
- Some employers may choose to match their employees' donations dollar-for-dollar with a cap.
- Momentum Waikato maintains strict confidentiality unless instructed otherwise.
- Each year, Momentum Waikato will thank staff and the organisation by sending an acknowledgement of the impact their donations are making.

For employers

- Employers have flexibility and control on how you set up your Payroll Giving – it is completely voluntary for both employers and staff.
- Businesses and organisations can set up a 'Named Fund' for employee donations. Then when it reaches \$50,000, distributions will be made from its income earned to a charity of choice.
- You may wish to match your employees' donations dollar-for-dollar, with a cap.
- You should appoint an appropriate staffer as your 'Donor Manager' and the primary contact for Momentum Waikato, so we both have a consistent liaison point for managing the programme.
- You can access the IRD's 'Payroll Giving Guide' (IR617) information on the IRD website.
- Momentum Waikato is registered with IRD to receive gifts, as 'Momentum Foundation'.

For further assistance, please contact:

Momentum Waikato Community Foundation

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Tel 07 834 0404. Email info@momentumwaikato.nz

Momentum Waikato is registered with the NZ Charities Commission #CC49535