



**PHILANTHROPY AUSTRALIA
MEMBERSHIP POLICY**

Membership Policy

The constitution provides the directors may adopt a membership policy and may set varying amounts for membership. Under the Constitution, there is one class of membership which can be separated into different categories by reference to benefits and fees.

This policy outlines the types of membership and the options for different membership fees and benefits available to members. It also contains the application process and grievance procedure.

1. Eligibility to become a member of the company

Members

To be eligible to become a member and remain a member, the applicant must actively support, in the Board's opinion, the advancement of philanthropy and the company's purposes. There are additional eligibility criteria for Impact and New Gen members (outlined below).

Honorary Members

Honorary Members are appointed by invitation from the Board, at the discretion of the Board, on the terms and for the period decided by the Board.

Other than an exemption from paying subscription fees, Honorary Members have all the rights and responsibilities of other members and the same benefits as an Active member.

Life Members

Philanthropy Australia offers the important designation of Life Member to esteemed members of the Australian philanthropic community whose contribution of leadership and / or philanthropic generosity has had a significant impact on the sector and Australian society.

Life Members are, in the Board's opinion, outstanding leaders in the sector.

Other than an exemption from paying subscription fees and appointment for life, Life Members have all the rights and responsibilities of other members and the same benefits as an Active Member.

2. Member categories

Subject to the eligibility criteria, members can elect the category of membership in their application form. There are differing categories of membership for which the Board has set differing fees and benefits. These are:

- (a) Impact
- (b) Engaged
- (c) Active

(d) New Gen

(e) Connected – note, reference to ‘member’ at Connected level, does not mean member of the corporate entity Philanthropy Australia Ltd. See 2.4 below.

2.2 Additional eligibility criteria for member benefits

In order to be an Impact member, the applicant must satisfy the definition of Funder to the Board's satisfaction.

New Gen members must generally be under the age of 40.

2.3 Member benefits

Current fees and benefits are set out below (as at June 2018). The CEO is able to make non-material variations to these benefits on a case by case basis. Note – this fees and benefits table will be updated on an annual basis and will be clearly displayed on PA's website.

All categories of membership (other than Connected members) are entitled to attend and speak at general meetings, vote with one vote per member and be nominated as a director.

MEMBER BENEFITS	Impact \$7,000	Engaged \$3,300	Active \$1,500	Connected \$600	New Gen \$700
Bespoke support and access to PA expertise	Yes				
Commission your own round-table discussion	Yes				
2 x complimentary New Gen Network memberships	Yes				
Personal support from State Managers	Yes	Yes			
Access to policy and advocacy roundtables	Yes	Yes			
Attend round-table discussions	Yes	Yes			
Participation in Peer Networks	10 places	4 places	1 place		1 place
Thought Leadership events	10 places	4 places	1 place		1 place
Preferential pricing for ticketed events	Yes	Yes	Yes	Yes	Yes
Access to and participation in the Better Giving Hub digital platform:	Unlimited logins	Unlimited logins	Unlimited logins	Unlimited logins	1 login
> Philanthropy TV	Yes	Yes	Yes	Yes	Yes
> Professional learning library	Yes	Yes	Yes	Yes	Yes
> Access to co-funding online opportunities	Yes	Yes	Yes	Yes	Yes
> Participate in policy development and advocacy consultations	Yes	Yes	Yes	Yes	Yes
> Directory of Funders	Yes	Yes	Yes	Yes	Yes
> Research reports	Yes	Yes	Yes	Yes	Yes
> Webinars	Yes	Yes	Yes	Yes	Yes
> Online communities, forums and conversations	Yes	Yes	Yes	Yes	Yes
Unlimited subscriptions to Philanthropy Weekly	Yes	Yes	Yes	Yes	Yes

2.4 Connected members

Philanthropy Australia has introduced a new category of 'non-members' for those wishing to join PA but not become members of the company. Those individuals and organisations are referred to in PA's various communications as 'Connected members' but they are not members of the company and have no rights under the Constitution or other governance documents of PA. Their benefits and obligations are outlined on the website under Connected membership information.

3. Application

Every applicant for membership of the company must apply in the form and manner decided by the Board. The applicant will specify the category of membership applied for. If a member is an organisation, one membership per entity is permitted, as identified by their ABN.

After the receipt of an application for membership, the CEO, as delegated by the Board, must consider the application and decide:

- (a) whether the applicant comes within the definition of Funder required for the Impact and New Gen categories; and
- (b) whether to admit or reject the admission of the applicant.

The company need not give any reason for rejecting an application. Where the CEO considers the applicant does not meet Impact member requirements, she or he may offer another category of membership to the applicant.

The Board or its delegates may at any time review a member's eligibility and may request further information from the member to be provided within a specified time frame.

If the Board decides that a member is no longer eligible to be an Impact member, it will offer a different category of membership and may refund any excess money that may have been paid as a membership fee, apportioned from the date the membership category is changed.

A member cannot apply to change its membership category other than at the time for renewal of the membership.

If the Board decides a member is no longer eligible to be a member, it will follow the expulsion procedures in the constitution.

4. Register

The company must maintain a register of members setting out the name, address, alternate electronic or other address (if any) for receipt of notices and date membership starts and ceases. It is up to members to notify the company of any such changes.

A member may request in writing to the Secretary to restrict access to the member's personal information on the register.

5. Membership fees and expiry

Varying annual membership fees will be decided by the Board. The company will notify all members of the relevant fees. No fees are payable by Honorary or Life Members.

The Directors must notify all persons entered on the register of members (identified as primary contacts) of the amount and time for payment of any annual subscription fee and of any alteration to the annual subscription fee. Currently the date for payments is by 1 May.

After one month of the due date, where the annual subscription fee is not received:

- the directors may issue a written reminder notice to the member; and
- the member's right to receive notices of general meetings and the right to attend and vote at general meetings will be suspended and the member will cease to receive member benefits.

No refund of fees will be provided unless in exceptional circumstances.

6. Grievance procedure

- Any dispute under the Constitution between a member and another member or between a member and the company must, unless the parties otherwise agree, be dealt with by the procedure in this policy.
- Any party to a dispute between members, may refer the dispute to the Board for determination or mediation.
- The Board may, subject to this policy, act as a mediator or decision maker (provided they are unbiased) or may appoint a third party as a mediator or decision maker.
- If there is a dispute between the company and a member, either party may require the dispute be referred to mediation or for determination.
- The mediator or decision-maker must be unbiased and:
 - a person chosen by agreement between the parties to the dispute; or
 - in the absence of agreement within 14 days of a party requiring mediation:
 - in the case of a dispute between a member and another member, a person appointed by the Board;
 - in the case of a dispute between a member and the company, a person who is a mediator or decision-maker appointed or employed by the Dispute Settlement Centre of Victoria (Department of Justice) or its equivalent in another state or territory, as selected by the Board.
- A member can be a mediator or decision-maker, provided they are unbiased.
- Any party to a dispute may appoint any person to act on behalf of that party.

- In each dispute:
 - the parties to the dispute must have a reasonable opportunity to be heard;
 - due consideration must be given to any written statement submitted by a party; and
 - natural justice must be accorded to the parties to the dispute throughout the process.
- If the mediation process does not result in the dispute being resolved, within a reasonable time as decided by the mediator, or failing this decision, within one month of the party requiring mediation, any party to the dispute may refer the matter to an unbiased decision maker.
- A determination made under this policy is final and binding on all parties to the dispute.

RELATED POLICIES & DOCUMENTS

This policy needs to be read in conjunction with:

- Philanthropy Australia Constitution
- Board Charter
- Privacy Statement
- Life Member Policy

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