



You can make a difference

Workplace giving is a Government endorsed, simple and effective way for employees to regularly donate, pre tax, to Seeing Eye Dogs Australia.

Seeing Eye Dogs Australia (SEDA) is a national charity providing hope and independence to blind and vision impaired Australians.

We do not receive any government funding and these unique dogs and services are provided free of charge so our survival depends solely on the generosity of our volunteers and donors.

As the only national provider of Seeing Eye Dogs, our services and facilities are not duplicated enabling us to run our organisation both efficiently and cost effectively thus maximising the value of every donated dollar.

On average, each year, we successfully train and match around 30 Seeing Eye Dogs with clients. It costs approximately \$30,000 and takes up to two years of intensive training for one Seeing Eye Dog to graduate with a client.

We need your help and support to continue to provide persons who are blind or vision impaired with the gift of independence, by training, providing and supporting them with Seeing Eye Dogs.

To this end Seeing Eye Dogs hopes you will consider a workplace giving program or matched workplace giving program.

What is workplace giving?

Workplace giving is a simple and effective way for your employees to regularly donate to SEDA through automated payroll deductions. An employee can pledge to SEDA a pre-tax amount on a weekly, fortnightly or monthly basis. We will receive this donation at minimal cost enabling us to increase the return on our fundraising activities with more money going directly to our cause.

SEDA has deductible gift recipient status (DGR) – a copy of our certificate can be presented upon request.

What is matched workplace giving?

The Government endorsed Workplace Giving program enables an employee to contribute a pre-tax donation.

As a further incentive to employees, an employer may like to consider a matched workplace giving program, whereby each dollar donated by employees is matched by the company.

Remember, the amount matched becomes a tax deduction for the employer.



How much can an employee contribute?

The program is flexible, enabling an employee to contribute a pre-tax donation for as little as \$5 per week which will make a huge difference to SEDA.

Salary Range	\$6001-\$25,000	\$25,001-\$75,000	\$75,001-150,000	\$150,000 +
Weekly Donation	\$5.00	\$5.00	\$5.00	\$10.00
Weekly cost to donor	\$4.17	\$3.42	\$2.82	\$5.35

Salary Range	\$6001-\$25,000	\$25,001-\$75,000	\$75,001-150,000	\$150,000 +
Weekly Donation	\$2.50	\$10.00	\$10.00	\$20.00
Weekly cost to donor	\$2.08	\$6.85	\$5.35	\$10.70

The deduction is taken from an employee's pre-tax earnings. This means, income tax is calculated on the reduced gross salary, giving the benefit of an immediate tax deduction. Details of the deduction are recorded on the pay slip, so there is no need to keep donation receipts for taxation purposes.

By participating in a workplace giving program, employees have the opportunity to:

- Receive a tax deduction without the need to keep receipts
- Receive an immediate tax benefit for your salary
- Make a regular donation without pressure – the employee is in control
- Make an invaluable contribution to SEDA

What happens at tax time?

The employer will keep a record of employee donations made to Seeing Eye Dogs Australia throughout the year and will issue a statement to each donor, along with the group certificate stating the amount donated.

In a pre-tax workplace giving program, employees will have already received the tax benefit of their donation, so they will only need to record the amount donated, without having to keep and submit receipts. It's easy.

Want to get started?

A workplace giving program does not require a great deal of time or effort to set up.

To get things underway, we suggest our community education team pays a visit to your workplace. This will give employees the opportunity of hearing first hand what we do, and to meet some of our clients with their Seeing Eye Dogs. Alternatively, an employer may like to send some representatives to visit our premises in Kensington. Either way, we want your staff to know and understand what it is we do and how by donating as little as \$5 per week, they will assist us to continue our vital service.

Attached is a schedule of the costs involved in breeding, puppy development, Seeing Eye Dog training, training of client with dog and follow up care/aftercare for the life of the dog.



A workplace giving program is handy for those employees who have wanted to contribute to a charity but due to work, family and personal commitment simply don't have the time.

Please find attached a pledge form that you can distribute to your employees.

Monthly reconciliation

At the end of each month the employer will forward to Seeing Eye Dogs Australia a cheque or do an electronic funds transfer for the total amount pledged and provide a reconciliation detailing number of employees who have donated and, if applicable, the matched amount by the employer.

A tax invoice will in turn be forwarded to the employer on receipt of remittance.

How will a company benefit from a workplace giving program for Seeing Eye Dogs Australia?

There are heaps of benefits to be gained by a company or business embarking on a workplace giving program.

- Partnership with a great national cause and demonstrate community spirit
- Build business reputation and profile
- Contribute to staff morale and loyalty
- Media and PR opportunities
- Exposure in Seeing Eye Dogs newsletter
- Naming right of a puppy
- Involvement in events and open days
- Certificate of appreciation and photo of graduated pup and client
- Opportunity to sponsor further pups

How will employees benefit?

- Receive a tax deduction without the need to keep receipts
- Receive an immediate tax benefit
- Knowledge that the donation is received at minimum cost
- Relationship with Seeing Eye Dogs could lead to other activity such as volunteering
- Tour of our facilities for workplace representatives
- Visit by your sponsored pup to the workplace
- Regular contact; updated photos and stories on the pups progress
- Be part of your sponsored pups progress over two years
- Additional fundraising opportunities at employer's annual corporate events such as Christmas and end of financial year.
- Attend pup graduation with client (at the end of two years training)
- Certificate of appreciation and photo of graduated pup and client
- Opportunity to sponsor further pups



Profile

Seeing Eye Dogs Australia is a not-for-profit organisation that provides Australians who are blind or vision impaired with Seeing Eye Dogs. The dogs and services are provided free of charge thanks to the generosity of our volunteers and the Australian public. We are the only national provider of Seeing Eye Dogs; our services are not duplicated enabling us to run our organisation both efficiently and cost effectively.

Seeing Eye Dogs has been helping people from all over Australia who are blind or vision impaired for 46 years. These unique dogs provide a gift of mobility, independence and freedom in day-to-day life, something most of us take for granted.

Seeing Eye Dogs are working dogs. Their skills are developed to enable them to perform their job with confidence. They differ from domestic dogs in that they have been bred, raised and trained for the express purpose of providing a safer means of mobility and independence for a vision impaired person.

Our commitment to our clients is to provide ongoing support and training including the provision a new Seeing Eye Dog, when their guide retires. By providing Seeing Eye Dogs free of charge, we hope to make it easier for our clients to live and work independently within their communities.

Currently, there are 480,000 Australians aged over 40 with considerable vision impairment and 50,000 of these are legally blind. Over the next 15 years, this number will almost double.

It costs approximately \$30,000 and takes up to two years of intensive training for one Seeing Eye Dog to graduate with a client. We do not receive any government funding so our survival depends solely on the generosity of our volunteers and donors.



We hope you will consider coming on board as a supporter of our worthwhile cause.

If you would like to discuss how you can assist us, please contact:

Carolyn Moorshead, National Business Development Manager on 03 9381 6400 or

visit our website for further information www.seda.org.au



Your donation will assist us to provide the most precious gift of all

The gift of Independence by training, providing and supporting a blind or vision impaired Seeing Eye Dog free of charge

The <insert name> workplace giving program is a simple way for you to regularly donate to Seeing Eye Dogs Australia through automated payroll deductions. Your donation will be deducted from each pay before tax is calculated. It will then be sent directly Seeing Eye Dogs Australia.

Your pre-tax deduction will be shown on your payslip, and at the end of the financial year, on your group certificate, so there is no need to keep receipts.

Name:

Employee Number:

Address:

Suburb: **P/Code:**

Phone:

Email:

Name of Organisation:

Seeing Eye Dogs Australia

Address:

17 Barrett Street

Kensington Vic 3160

Phone: 03 9381 6400 **Fax:** 03 9381 6464 **Web:** seda@org.au

Organisation's Australian Business Number (ABN): 24 693 628 108

Amount per pay: \$ (Minimum donation \$2 for tax deductibility)

I would like my donation/s to begin at the next available pay period.

OR I would like my donation/s to begin from this date / /

I understand that the above deductions will be made from my pre-tax pay and forwarded to my nominated organisations. My employer will provide a summary of my donations to record on my tax return.

Signature:

Date: / /

If you have any questions on your workplace giving or would like to change your donation at any time during the programme, please contact <insert company contact>



What is costs to breed, raise, train and partner a "Seeing Eye Dog"

Breeding and Puppies to 7 weeks old

\$2,500

The cost to breed the highest standard working dog includes: Selective breeding (genetics), food, veterinarian costs and care of breeding dog. Pre and post whelping vet costs, food, eye examination, development and early training.

Puppy Development 8 weeks to 12 months

\$5,000

During the first year of its life a puppy needs lots of care and attention in preparation for Seeing Eye Dog (SED) work. Puppies are placed with volunteer families, known as Puppy Carers, who are taught how to help the puppy become confident. This includes when around children, walking next to busy roads, being in shopping centres, buses, trains and other environments in which an SED may work. Puppies are taught how to be well behaved around other dogs.

Throughout this period, a professional puppy carer supervisor will monitor each puppy's progress with regular visits and training sessions with the Carer.

SEDA covers all costs in this 12 months which includes food, training, micro-chipping veterinarian, x-rays of hips elbows, specialist eye exams – all these are necessary to ensure each dog is sound and suitable for SED training.

Each Volunteer Puppy Carer receives a Puppy Pack consisting of: SEDA tag, micro-chipping and tag, extendable collar, leather lead, worming tablets, rope toy, bowl, Dentabones, Puppy Carer ID card, brushes, Sentinel, futon, Seeing Eye Puppy coats and identification polo shirts for volunteers.

Seeing Eye Dog training 12 months to 18 months

\$8,500

This comprises 6 months of intensive training, kennel costs, food and vet costs

Training of Client with Dog 18 months

\$8,000

A careful matching process takes place to provide the best dog to suit each client. It usually takes 4 to 5 weeks for the Client and SED to begin to work effectively together as a team. The Client is given personal individual training each day during this time. An Instructor will also return to the Client's home to assist the 'team' settle in and teach specific walking routes and destinations it needs to be able to locate.

Initial four weeks client training plus one week at Clients home;
Four weeks accommodation, housekeeping and all meals for Client;
SED harness, lead and collar.

Follow up and Aftercare for life of dog

\$6,000

After training has been completed, an Instructor regularly visits or contacts each team to ensure they are still working safely to provide further support and training as required.

Medications for the life of the Seeing Eye Dog including heart worm & fleas.

TOTAL

\$30,000