



Trillian Trust Net Proceeds Review 4 August 2017

In accordance with section 109 of the Gambling Act 2003, the Trillian Trust (“Trillian”) Net Proceeds Committee is conducting a review of the criteria, methods, systems, and policies used in the consideration of grant applications for the distribution of Net Proceeds.

The current Trillian Authorised Purposes is as follows:

- Promotion of any amateur sport where that sport is conducted for the recreation of the general public. This includes, but is not limited to, the provision of ground fees, equipment and uniforms for amateur sporting clubs and teams. No donations and/or payments to professional sports people.
- Donations for cultural educational purposes that are of a non-commercial nature.
- Donations for educational advancement through grants to schools or other educational institutes for equipment or the development of better student amenities not covered by government funding, including playground equipment etc.
- Donations to recognised charitable organisations to further the objects of those groups.
- Promoting, controlling, and conducting race meetings under the Racing Act 2003, including the payment of stakes, and the provision and maintenance of public amenities primarily used for race meetings.

No payment, commission or any other kind of financial reward can be attached or demanded as a pre-condition for either the issuing of any Authorised Purpose grant application forms, or the payment of any Authorised Purpose grants.

Over the 18 years of operation, Trillian has developed successful relationships with many charities/organisations and wishes to maintain these relationships going forward for the benefit of the community.

The Trustees, management and staff continue to maximise the Net Proceeds through minimising costs and implementing efficiencies.

To ensure as many organisations as possible are aware of the ability to apply for funding from Trillian, all member venues display signage advising how to apply for funding, and the contact details of Trillian. In all publications of grants related information, Trillian will also include these details.

Minimum amount to be distributed for Authorised Purposes

Trillian will maintain a minimum distribution of Net Proceeds to Authorised Purposes of 40% of the GST exclusive gross proceeds for each of its financial years. Whenever possible the amount distributed will exceed this minimum requirement.

Net Proceeds Committee

The Net Proceeds Committee is currently made up no less than four natural persons whom are all key persons. The Net Proceeds Committee considers all applications received, but reserves the right to form other Committees if and when required.

Net Proceeds will be distributed on a regular basis throughout the Trillian financial year in which the funds are raised. The Net Proceeds Committee will continue to meet at least 12 times annually to consider all applications received prior to the 10th of that month. The Net Proceeds Committee may meet more often if required.

All final funding decisions relating to grant applications are made at the sole discretion of the Trillian Trust Net Proceeds Committee.

Maintaining of website

Trillian maintains a website for the public to access information about the grants process and allows the public to apply for funding through an online application portal. Details of how to contact Trillian are also included. The website is updated every month.

The Net Proceeds Committee will ensure that all approved applications meet the criteria of Trillian's Authorised Purposes and in accordance with Section 106(1) of the Gambling Act 2003.

Other Net Proceeds Committee procedural requirements

Trillian maintains a grants database of all applications received. All details of the application are recorded including the information specified in Regulation 15 of the Gambling (Class 4 Net Proceeds) Regulations 2004.

Where a grant application is declined the applicant will be advised in writing of the decision and the reason(s) why the application was declined.

For applications to be considered they must be submitted via our online application process. If you have any issues using this please contact us.

All applications must be supported by competitive quotes or other evidence to justify the amount sought is appropriate.

The Net Proceeds Committee will not approve any applications where information has been made available that the applicant has received full funding from another source for the

same specific purpose, or where the application is to reimburse money already spent by the applicant.

All applications that have been approved will have the funds deposited directly into the applicant's nominated bank account. The nominated bank account must be in the applicant organisations name. The funds will be paid to the applicant by a fully auditable direct bank payment.

Grants will be approved on the condition that they are only used for the specific purpose for which the application was made. Where necessary Trillian will detail which purposes have been approved.

Where the funds have been used contrary to the purpose for which they were approved or if the recipient has received funding from another source for the same purpose, Trillian will use its best endeavours to obtain the return of the funds distributed from the recipient.

Multi-year grants

Where the Net Proceeds Committee commits to making a multi-year grant, it must ensure that the commitment does not exceed 4 years and the applicant is made aware, on or before the time that the first instalment of the grant is paid, that

- Payment of any future instalments of the grant is conditional on Trillian continuing to hold a licence, and
- Have available Net Proceeds to distribute and;
- That the specified Authorised Purpose for which the grant was made continues to be lawful and
- That each instalment of the grant is re-confirmed by the Net Proceeds Committee before payment and
- The applicant provides the Net Proceeds Committee with documentary evidence that previous instalments of the grant were spent for its intended purpose and
- It discloses the existence of multi-year grants it has entered into in its Annual Report.

Accountability Policy

Trillian operates a 100% accountability policy for all funds distributed to applicant organisations.

Accountability Requirements

- All approved grant recipients are advised within the approval letter that the funds are GST exclusive and they are required to return to Trillian detailed copies of the paid

invoice/s and bank statement/s for the purchase of the goods and or services that have been approved within 20 working days of receipt of grant funding.

- Any grant that is retrospective the recipient will be required to refund the full amount funded.
- If funding has been received for the same purpose as approved by Trillian, a full refund will be requested
- If the funds have not been spent on the approved purpose a full refund will be requested.
- Any unspent funds must be refunded. These refunds can be made via direct credit or cheque.
- Outstanding accountability documents are followed up every month by the Grants Manager which includes sending out an accountability reminder letter to the grant recipient and a further second accountability letter accompanied by a phone call.
- Failure to provide these accountability documents within the required timeframe will result in a full refund being requested back and the Department of Internal Affairs will be notified of any non-compliant grant recipients.