



Parish **Planned Giving**

Customer Information Statement

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Anglican Funds Management

Anglican Funds Management (AFM) is an activity of the Synod of the Diocese of the Anglican Church of Adelaide Incorporated ABN 63 198 215 958 ARBN 655 122 133.

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Important Information

The AFM Community Fund is a charitable scheme under an Instrument issued by the *Australian Securities and Investments Commission (ASIC) (Instrument 2016/813)*.

The ASIC Instrument provides an exemption from various fundraising, managed investment and licensing provisions of the *Corporations Act 2001 (the Act)* for religious, educational, community and other charitable organisations.

The Fund is intended to attract investors whose primary purpose for making their investment is to promote the religious, charitable or educational purposes of the Church, Charity or Educational Institution and for whom performance considerations are not of primary importance in their decision to invest.

The Fund is not comparable to investments that are issued by banks, finance companies or fund managers and investors may be unable to get some or all of their money back when they expect to or at all.

The Fund is not subject to the same *Corporations Act 2001 (Cth)* disclosure requirements which generally apply to registered Managed Investment Schemes and we are not required to issue a Product Disclosure Statement, nor lodge such a document with ASIC.

AFM is required to lodge an Identification Statement with ASIC detailing how the Fund complies with the modified regulatory framework that applies to Charitable Investment Fundraising (*ASIC Corporations [Charitable Investment Fundraising] Instrument 2016/813*).

The Customer Information Statement is not a Product Disclosure Statement governed by the Act. However, the content has been prepared having regard to the content requirements for a Product Disclosure Statement under the Act. Neither Anglican Funds Management nor the AFM Community Fund are prudentially supervised by APRA. Contributions to the AFM Community Fund do not receive the benefit of the Financial Claims Scheme or the deposit or protection provisions in the *Banking Act 1959*.

By issuing debentures in the AFM Community Fund, the Synod promotes the charitable purposes of the Anglican Church by providing an income stream directly to missional activities, while providing governance and stewardship of church capital.

The Customer Information Statement for this Fund may only be used by persons who receive it in Australia. The information contained in it does not constitute an offer in any jurisdiction other than Australia.

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The AFM Community Fund Parish Planned Giving

About Us

Anglican Funds Management (AFM) is a surplus for purpose social enterprise organisation, providing benefit to the Anglican Community. The fund invests in line with Biblical and ESG (Environmental, Social, Governance) considerations. Currently AFM manages more than \$320m on behalf of Associated Anglican and Non-Associated Wholesale organisations with religious, charitable or educational purposes.

Financial surpluses generated by AFM that are not required for its future growth or capital needs are distributed in support of the mission, education, and charitable works of the Australian Anglican community.

Our Investor Relations team is directly accessible to our investors, share your Christian values, and have all had significant professional experience in the funds management and finance industries.

Fund Overview

AFM offers a fully administered Planned Giving Program for Parishes, allowing for ease of payment from Parishioners to give anomalously via direct debit from their AFM account, bank account or credit card.

This service enables confidence towards the Parishioners, that funds are directed in accordance with their wishes, allowing them to give directly to the Parish community they are connected with.

Parish Planned Giving Timely Transfers

One of the added benefits when establishing a Parish Planned Giving Account, is that all money received by Parishioners is administered by AFM staff and distributed to the Parishes. This service ensures Parishes receive money into their account soon after the receipt of the electronic giving. AFM clears the account each night to ensure Parishes receive monies as soon as possible.

Nil Cost of Service

AFM does not have any account keeping fees. The Parish Planned Giving Account clears money received overnight to the Parish nominated account, ensuring the Parish receives your gift in a timely manner.

Please refer to our website:

www.anglicanfundsmanagement.com.au.

Multiple giving accounts can be opened, allowing separate giving for general parish operations along with other specific projects such as a youth ministry, a building fund, or music foundation.

Standard Banking Charges apply

When paying from a nominated Bank account or Credit Card, the relevant fees and charges from your provider are still applicable. Any third party fees or charges from external financial institutions are passed on to the Parish Account.

The Parish Planned Giving Program assists the parish by ensuring continuation of offertory, enabling parishioners to make regular payments to the parish even when being unable to attend in person. Giving via direct transfer reduces the risk of storing and banking cash, it also lowers the workload of the Parish Treasurer.

Benefits to your Parish

There are many benefits to establishing a culture of planned giving at your parish including:

Increased Giving: It has been the experience that where planned giving has been put into place, total giving has increased by as much as 30% per annum. This is because it is convenient for parishioners who do not need to remember to bring cash with them to the service, and they can still contribute to their church even if they do not attend church regularly or are on holiday.

Regular Cash Flow: Having an automated collection means that there is a regular cash flow which means that Parish Councils can plan with confidence. Having the ability to have separate giving accounts also allows special projects to be explicitly funded and accounted for.

Safety: Planned Giving reduces the amount of cash collected, which increases the safety for those who must count and bank it. Less time counting cash means more time for fellowship!

Planned Giving Supporter Slips

To help parishioners transition to electronic giving, AFM can provide booklets of Planned Giving Supporter slips which are placed in the offertory each week in order that they can visibly support the parish. To use this facility please make a note in the Special Instructions space on the form.



Direct Debit Request Forms

Once your Parish has established the planned giving account/s, its time to promote the service to Parishioners. AFM will send out to your Parish 'Planned Giving Direct Debit Form' Brochures.



Brochures are designed to explain the purpose of planned giving and how it provides a streamlined approach to giving, with the options of nominating an amount and frequency. Parishioners can also direct money into a specific account (such as Building Fund or General). The forms are collated and sent to AFM to establish and administer, this service allows for the Parish to focus on ministry, whilst reducing the time for your Parish in finance administration. Direct Debit Request Forms may also be used at any time to adjust payment arrangements, providing added flexibility and security knowing that the process is managed by AFM Staff.

Parish Planned Giving

Who can invest

Investment in the AFM Community Fund (Planned Giving Account) is open to Anglican Parishes.

How to get started

To establish a Parish Planned Giving account, the following steps are required by your Parish:

1. Decide which giving cause you would like supported through Parish Planned Giving
2. Decide if your parishioners will require Planned Giving Supporter slips to place in the offertory
3. Complete the attached form and send to AFM via post:
18 King William Rd, North Adelaide, SA 5006
or PDF scan via email:
enquiries@anglicanfundsmangement.com.au

Once your facility is set up, the staff at AFM will then contact you to arrange for the brochures to be delivered, and you can then establish the Planned Giving within your parish. Parishioners then fill out application forms and can either post them directly to us, or your parish treasurer may like to collect them for internal purposes and then forward them in bulk to AFM.

Account Confirmation

Following the completed application being received:

1. AFM staff will immediately enter the details into our systems.
2. Send a letter of confirmation (along with the booklet of Supporter slips if your parish has decided to use them) to the parishioner.

It is that easy. Each day the amounts that have been collected into your Parish Planned Giving account are made available in either your nominated Cheque or Monthly Income Account, which you can then manage through AFM's online service.

Additional Information

Authority to Act

Investors must nominate signatories who are authorised to deal with their Term Investment. Up to two signatories may be nominated with a stipulation that either:

- any one to sign;
- any two to sign (AFM recommend two to sign for security purposes)

By investing in the AFM Community Fund and supplying signatory information, you authorise AFM to act on any valid and duly authorised instruction received in relation to dealing with your investment.

Identification and Signatories

The *Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (AML Act)* requires that we identify all investment holders and signatories to accounts. If you already hold or are a signatory to an investment held at AFM you may already have provided sufficient identification.

Identification forms are available on the Anglican Funds website:

www.anglicanfundsmangement.com.au

Privacy Statement

Our Privacy Policy governs access to and usage of all information collected by AFM. Full details of this policy are available on our website.

If you are a signatory to an investment, we collect

and use your information to substantiate your identity and enable us to provide and manage that investment. If you are an acceptable certifier we may also use your information to substantiate the signatory's identity. We may also use your information to provide you with details about other products provided by AFM unless you explicitly instruct us in writing not to do so.

We do not provide your information to any other organisation without your consent, other than as required to those organisations that, in connection to the Fund, provide administrative or other operational services to AFM, or unless required to do so by law.

Rights Reserved by the AFM Board

The AFM Board reserve the right to accept or refuse any application. Funds received with any application not accepted will be refunded as soon as practicable.

The terms and conditions governing Term Investments with the AFM Community Fund may be modified by the provision of one month's written notice to investors.

Terms and Conditions

General

1. By completing this Parish Application Form, you agree to AFM establishing on behalf of your Parish a Planned Giving Program.
2. On receipt of a valid Parish Planned Giving Direct Debit Request from a parishioner, AFM will effect the transfer(s) as instructed as soon as practicable.
3. AFM will use best endeavours in the provision of this service, and is not liable for any delays which may occur in the processing of Planned Giving debits, which are beyond its reasonable control.
4. The normal Terms and Conditions of the operation of your nominated Destination account apply.

Cost

5. Electronic transfers from AFM accounts, and external savings and cheque accounts are free.
6. Transfers from Credit Cards attract a merchant fee of 1% plus processing fee of 55c each. These costs reflect third party costs which AFM passes on this cost to your nominated Parish. To avoid this cost, you can opt to pay via direct debit.
7. Any third party fee incurred by AFM in the provision of this service (including but not limited to dishonour fees and transaction trace fees) which are not the result of an error or omission or failure to act by AFM will be passed on at cost.
8. Parish Planned Giving Direct Debit Request forms allowing your parishioners to join your giving program, and they are supplied free of charge.

Availability of Funds

9. For each Parish Planned Giving Program established, funds will be made available in your nominated AFM account the following business day.
10. Funds are eligible for Participant Distribution from the day they are made available in the Parish nominated AFM account.

Confidentiality

11. We will keep any information (including your account details) in your Parish Application Form, and the Parish Planned Giving Direct Debit Request Forms from your parishioners confidential. We will make reasonable efforts to keep any such information that we have secure and to ensure that any of our employees or agents who have access to information about you do not make any unauthorised use, modification, reproduction or disclosure of that information.
12. We will only disclose information that we have:
 - to the extent specifically required by law; or
 - for the purposes of this agreement (including disclosing information in connection with any query or claim).

Please Complete: New Amend Existing

1. Parish Information

Parish Name

Address

2. Parish Contact Details

Title Surname

Given Names

Role in Parish

Phone Number Mobile (Mandatory)

Email (Mandatory)

Postal Address

3. Plan Purpose

General Parish Purposes Building Fund

Other - Please specify below

Plan Purpose (if *Other* is selected above)

4. Destination AFM Account

Existing Account Number:

New Monthly Income Account

Frequency Daily Other

5. Brochures

Please supply Standard Brochures

Special Instructions

6. Authorisation

I/We confirm that the terms and conditions of the *Parish Planned Giving Agreement* have been read and understood.
I/We authorise Anglican Funds Management to establish the specified accounts.
I/We confirm that we are duly authorised to enter into this agreement on behalf of the Parish.

Name

Signature

Date

Name

Signature

Date

Please attach supporting documentation approving this facility (e.g. Parish Council minutes)

For assistance in completing this form please contact AFM:

- P** National 1300 059 305 | Direct 08 8305 9305
- E** enquiries@anglicanfundsmanagement.com.au

Please return the completed form to:

- E** enquiries@anglicanfundsmanagement.com.au
- M** Anglican Funds Management
18 King William Road,
North Adelaide SA, Australia 5006

