

ACOSS Membership

Income Assessment Guidelines

Last updated 25 June 2020

Where possible, ACOSS determines annual membership fees for members based on their most recently submitted ACNC Annual Income Statement. This is part of our commitment to the ACNC “report once, use often” principle to streamline income reporting.

Where this is not available, ACOSS determines membership fees based on publicly available financial reports, or the member’s most recent self-reported income.

The ACOSS Board recognises that for some members our method of determining membership fees may not reliably reflect their capacity to help resource the work of ACOSS. The guidelines enable ACOSS staff to reassess membership fees in the following circumstances.

- 1.** Where ACNC declared income places a member organisation in a higher fee tier by less than \$5,000, and the member can reasonably demonstrate that its income for the coming year would place it in the lower tier, the ACNC declared income may be adjusted and the lower fee applied so long as this is placed in writing and reviewed prior to the next financial year.
- 2.** Where a member organisation can demonstrate that ACNC declared income is manifestly inappropriate due to the structure of the organisation as a federal organisation where the member plays the role essentially of national secretariat and does not retain the income received but is required to pass on a significant proportion to state members, the ACNC declared income may be adjusted to another agreed level that is appropriate for the national secretariat, and the fee tier adjusted accordingly.
- 3.** Where a member organisation can demonstrate that ACNC declared income is manifestly inappropriate due to the fact that a substantial portion of the ACNC declared income is solely for specific project purposes with specific deliverables and the member organisation does not have access to any of the income received including through administration or project management fees, the ACNC declared income may be adjusted to another agreed level that is appropriate for the organisation, taking into account usual management fees, and the fee tier adjusted accordingly.

4. Where a member organisation has a substantial reduction to their income since its last report to the ACNC, and the member can reasonably demonstrate that its forecast income would place it in a lower tier, the ACNC declared income may be adjusted and the lower fee applied so long as this is placed in writing and reviewed prior to the next financial year.
5. Where a member organisation can demonstrate that ACNC declared income is manifestly inappropriate due to the organisation receiving funds by virtue of their DGR status, and distributing virtually all of these funds to other non-DGR organisations, the ACNC declared income may be adjusted to another agreed level that is appropriate for the member, and the fee tier adjusted accordingly.

To request a reduced membership fee in line with the Income Assessment Guidelines, email members@acoss.org.au outlining what income amount you believe should be excluded in a fee reassessment, and on what basis.

To request a reduced membership fee beyond the scope of the Income Assessment Guidelines, email members@acoss.org.au with a brief outline of the reason for the request and the size of the sought after fee reduction. This request will be considered by the ACOSS Board at their next meeting.