

## Missions Giving Agreement

This Memorandum of Understanding (MOU) outlines the terms of agreement between the CRC Missions Office (Australia) and the Partner Ministry/Organisations for the purpose of facilitating ongoing financial support for approved projects. The intent of this agreement is to streamline the process for regular funding transfers by removing the need for repeated individual Overseas Funds Requests.

Once this MOU is in place and the designated donor funds are received by the CRC Missions Office, transfers will be automatically actioned in accordance with the agreed schedule and reporting requirements outlined herein.

This MOU supports compliance with ACNC governance standards and supports the transparent and accountable distribution of international mission funding.

### 1. Agreement Parties

#### Donor (Sponsor):

Church/Entity Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

#### Recipient (Receiver):

Name of Organisation or Individual: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Country of Operation: \_\_\_\_\_

### 2. Purpose of the Donation

Please describe the project or activity the money is for:

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☐ The funds will only be used for the above charitable purpose and not for personal, political, or military use.

### 3. Transfer Details

Total Amount to be Transferred (AUD): \_\_\_\_\_

#### Recipient Bank Details:

- Bank Name: \_\_\_\_\_
- Bank Address: \_\_\_\_\_
- Account Number / IBAN: \_\_\_\_\_
- SWIFT / BIC Code: \_\_\_\_\_

- Country: \_\_\_\_\_

#### **Account Holder Details:**

- Name: \_\_\_\_\_
- Address: \_\_\_\_\_
- Tax Reference Number (if required): \_\_\_\_\_

#### **4. Recipient Responsibilities**

- ☐ By receiving this donation, the recipient agrees to:
- ☐ Use the funds only for the project mentioned above
- ☐ Keep clear records of all spending
- ☐ Provide receipts and a simple report (photos etc.)
- ☐ Inform the donor of any major changes or issues
- ☐ Not transfer the money to a third party without written approval

#### **5. Reporting Requirements**

- ☐ The Sponsor agrees to upload reports to the CRC Missions International Reporting Porthole items that includes:

- How the money was spent
- Progress or results of the project
- Any lessons learned or challenges

#### **6. Termination and Issues**

This agreement can be ended by either side if:

- ☐ The money is misused or misdirected
- ☐ Local or international laws are breached
- ☐ Circumstances change that make the project impossible
- ☐ The Reporting requirements are not being met.
- ☐ Any unused money may need to be returned or redirected, as agreed.

Note: CRC Missions International can also terminate any more funds being transfers if in its opinion compliance is not being met.

#### **7. Compliance**

Both parties agree to:

- ☐ Follow the laws of their respective countries
- ☐ Ensure funds are not given to any person or group listed on a terrorism or sanctions list
- ☐ All personal and financial details will be treated as confidential unless required to be shared by law.
- ☐ Update the CRC Missions Office with the required Reporting and if any changes are required.

## Signatures

**Donor Sponsor Name:** \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Recipient Name:** \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_