

# GUIDE FOR NOT-FOR-PROFITS

## RESOURCES TO HELP YOU UNDERSTAND KEY REPORTING AND ASSURANCE OBLIGATIONS

If you are an employee, volunteer or board member of a not-for-profit (NFP) organisation, including a charity, this guide outlines various CPA Australia and other online resources to help you understand some key reporting and assurance obligations under the Australian regulatory framework.

### NEW TO THE NFP SECTOR?

For a general introduction:

- The Australian Charities and Not-For-Profit Commission (ACNC) describes NFPs, and particularly those with charitable purposes. **Read now.**
- CPA Australia's **A guide to understanding the financial reports of not-for-profit entities** assist you to understand some key aspects of financial reports.
- **Our community** is a one stop resource for the nation's 600,000 NFPs and schools, providing advice, tools, resources and training.
- **Pro bono Australia** is an online news service for the NFP sector, including charity jobs, volunteer opportunities, events, and a directory of specialist suppliers for charities.

### FURTHER INFORMATION FOR CHARITIES

CPA Australia's **Charities: A guide to financial reporting and assurance requirements**, provides an overview of key arrangements for charities.

### TAX CONCESSIONS AND BENEFITS

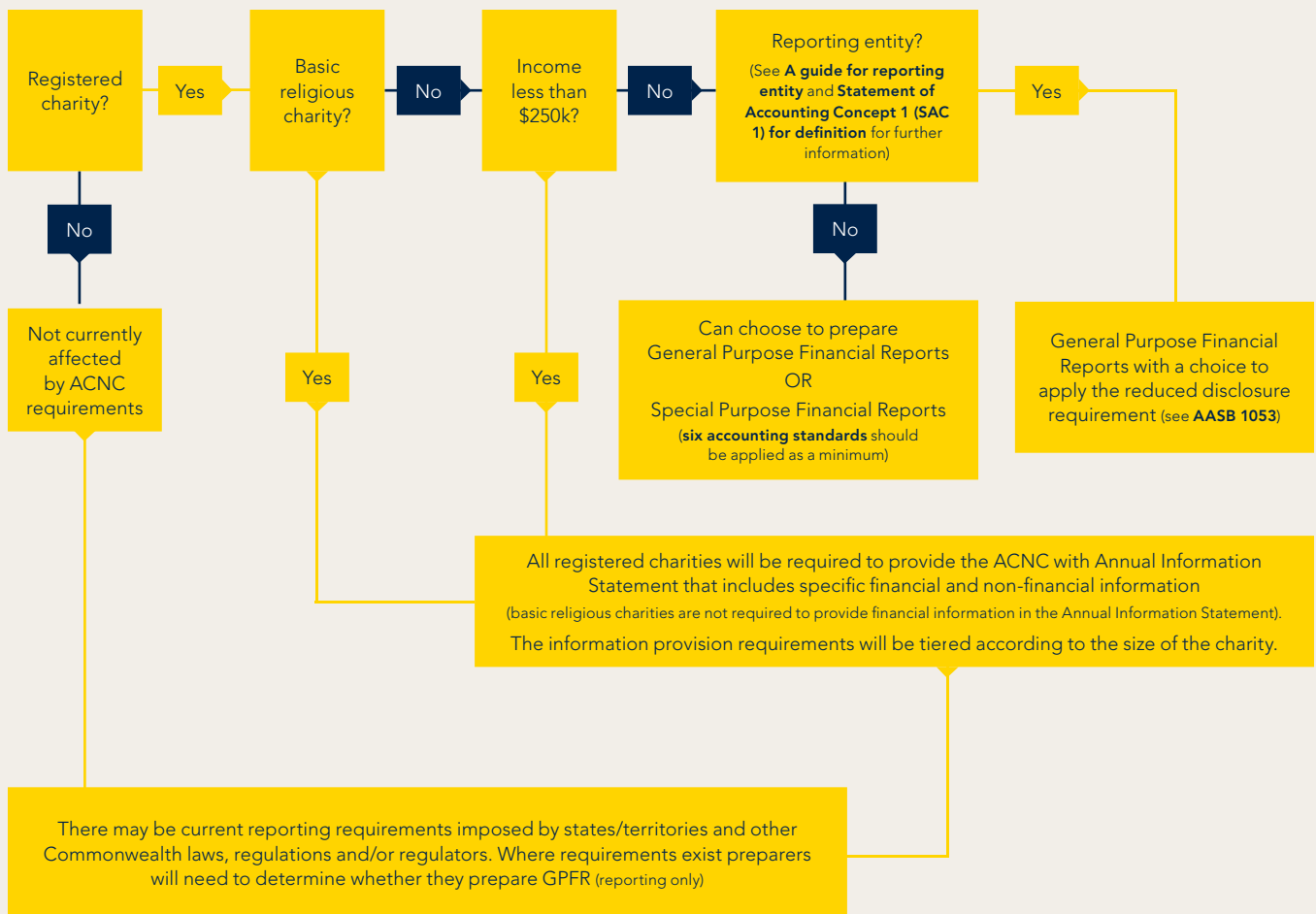
To receive tax concessions and other benefits, eligible charities need to **register with the ACNC.**

BE HEARD.  
BE RECOGNISED.

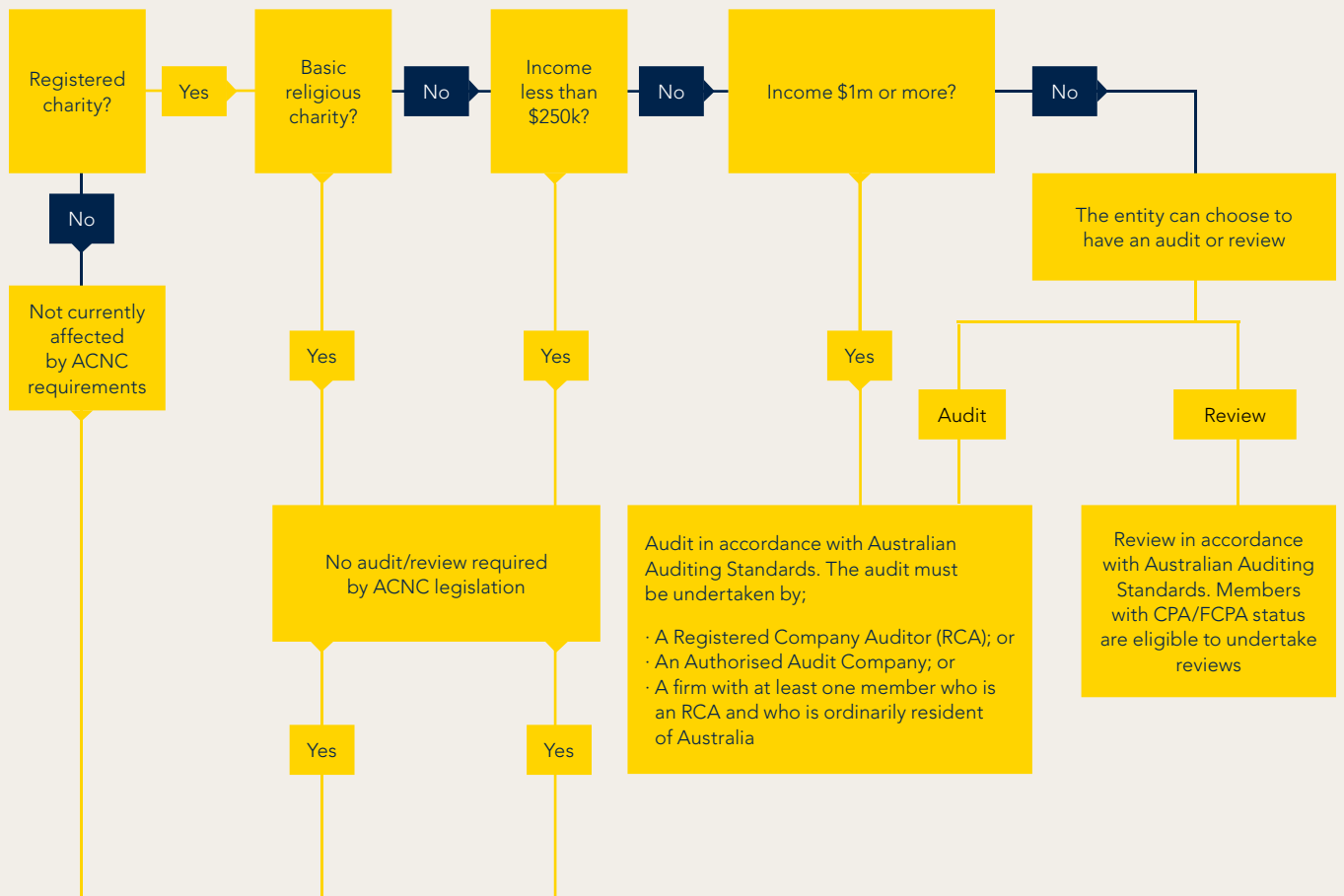


# FINANCIAL REPORTING

Reporting requirements for **transitional arrangements** are not considered in the flowchart.



# AUDIT REQUIREMENTS



There may be current reporting equipment imposed by states/territories and other Commonwealth laws, regulations and/or regulators.

# FURTHER INFORMATION FOR CHARITIES

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## ACNC TRANSITIONAL REPORTING ARRANGEMENTS

ACNC reporting began with **transitional arrangements** in 2013, and it's important to keep up to date with current requirements.

## COMPLIANCE WITH THE ACNC ACT 2012 AND ACNC REGULATION

The ACNC's compliance framework helps maintain, protect and enhance public trust and confidence in the Australian NFP sector. **Find out how** the ACNC works with charities to stay on track in meeting their obligations under the ACNC Act 2012 and other regulations.

## BOARDS AND COMMITTEES

The governing body of a charity (a board or a committee), has the ultimate responsibility for running the charity, including its property, finances, and employment of staff and volunteers. The following ACNC guides outline the board's responsibilities and minimum standards of good governance.

- **Guide for board members: My charity and the ACNC**
- **Governance for good – the ACNC's guide for charity board members**

## RESOURCES AND TOOLS

- **Subscribe** to the ACNC newsletter
- Read the information available on CPA Australia's **Professional resources**, including:
  - **Not-for-profit**
  - **Volunteering**
  - **Mentor the treasurer**  
(includes practical guides under mentee and mentor resources)