

Volunteering Geelong Overview

Volunteering Geelong is the leading body for volunteer information, recruitment, advocacy and support in the Greater Geelong region. The organisation's vision is to support a region where individuals feel motivated to volunteer, have the opportunity to contribute their time, skills and knowledge and are supported and encouraged to enjoy a rewarding volunteering experience.

The centre has been operating since 1998 and currently has 300 community organisations registered and advertises over 520 volunteer positions on their behalf. Volunteer Information Officers interview potential volunteers and provide information regarding suitable voluntary roles that match their needs, skills and experience. All vacant volunteer positions are advertised on the Volunteering Geelong website www.volunteeringgeelong.org.au and are automatically uploaded on a daily basis to www.govolunteer.com.au, www.seekvolunteer.com.au and www.volunteer.vic.gov.au.

Volunteering Geelong prides itself on the strategic work it conducts to build capacity in the community sector, specifically the management of volunteers, development of programs that support the changing nature of volunteering and initiatives that support the growth of volunteers and volunteer leaders in our region.

Every now and then volunteers are confronted with challenges within the organisation they volunteer, just like any employee in a workplace. As an independent community organisation, Volunteering Geelong provides support and guidance to volunteers in dealing with grievances or any issues that may arise in a volunteer setting.

Funding and Acknowledgements

Federal Government Department of Social Services - Core funding currently approved to June 2017 (\$119,000pa) for Volunteer Support Services (VSS). VSS funding supports our organisation to provide information, tools, training, resources and tailored support to individual volunteers and volunteer managers. Services include individual referral, placement and support services to people experiencing disadvantage.

Give Where You Live (GWYL) - \$30,000 was allocated through Volunteering Victoria to facilitate opportunities for volunteering, build the capacity of organisations to develop and manage volunteer programs and develop strategies and innovations to further enhance and promote the role and importance of volunteering in the region.

Geelong Community Foundation - \$15,000 was provided by the Foundation for equipment fit out at St. Mary's Terrace. The funding was used to ensure audio visual equipment fit outs to both the Smith and Rodgers Room.



Australian Government
Department of Social Services



In Kind Support

City of Greater Geelong has provided support during the year through provision of venues, event funding and subject matter expert trainers for our workshops. They have also provided ongoing support for the Step by Step Volunteer Mentor Program and support of the pilot Manager of Spontaneous Emergency Volunteers project along with the pilot HELP Out project.

Alzheimers Australia has delivered a number of training sessions for volunteers in the area of Dementia Awareness.

Barwon Health has provided access to their MOVAIT training for volunteers.

Bellarine First Aid has provided discounted Level 2 First Aid training for volunteers.

Department of Justice has delivered Conflict Coaching Workshops for volunteers and volunteer managers.

Bay FM's Catch-Up has provided a regular monthly spot on air to promote volunteer vacancies.

“The best way to not feel hopeless is to get up and do something. Don’t wait for good things to happen to you. If you go out and make some good things happen, you will fill the world with hope, you will fill yourself with hope.”
– Barack Obama

Board of Management 2015/2016

President	Anthony Aitken
Vice-President	Grant Hawkins
Secretary	Sonia McCabe
Treasurer	Sandy Bell
Board Members	Ron Andrews Lorraine Barrett de Calero Shelley Best (resigned) Belinda McPherson Zoe Waters
Patron	Keith Fagg

Staff and Volunteers






Acting Manager	Jason Doherty
Assistant Manager	Lucinda Tucker
Training and Development Manager	Alison Duff
Volunteer Information Officers	Yvonne Coxall Frank Thompson Lorraine Barrett de Calero Deidre Harris
Receptionists	Pat Welsh Margaret Thorp Judy Foster
Administration Officer	Phyllis Castle Jan Oman (resigned)
Database Officer	Kay Goldsworthy

Two thirds of the volunteers in our team have contributed more than thirteen years of service to Volunteering Geelong. The stability, expertise, knowledge, commitment and friendship that results from such an established and supportive team is difficult to measure. I know that it adds significant value to our customer's experience and to the overall running of our office and to the very pleasant work environment we all enjoy.




During 2015/2016, volunteers contributed 2,200 hours to Volunteering Geelong.

The Numbers at a Glance



Seeking Volunteer Opportunities and Information

-  10% - 76 interviews with 25-34 year olds
-  10% - 2105 expressions of interest online
-  13% - 5812 direct enquires about volunteering
-  9% - 228 people identified as having a disability
-  19% - 2357 enquiries from people identified as culturally and linguistically diverse

Community Organisation Support

-  15% - 396 registered organisations
-  5% - 2615 episodes of assistance provided
-  26% - 733 volunteer vacancies advertised at year end

Training

-  11% - 1353 volunteers participated in training
-  12% - 398 volunteer leaders participated in training

New Organisations

During the year we welcomed a number of new community organisations who have registered with us to tap into our volunteer referral service and to seek out information regarding building and supporting effective volunteer programs and events.

These organisations include 2+5 Inc, Barwon Child, Youth & Family, Bellarine Centre for Living & Learning, Belmont Bowls Club, Geelong Gallery, Geelong Maritime Museum, Geelong Regional Library, GTR Events Corporation, Jirrahlinga Wildlife Sanctuary, Leukaemia Foundation, Lorne Community Hospital, Mental Illness Fellowship Victoria, Multicultural Aged Services Geelong, Queenscliffe Historical Museum, Queenscliffe Maritime Museum, South West Do Care.

We welcome any community organisation looking to recruit volunteers or who might just want to stay connected to training, event opportunities and volunteering information. Registration is free, but we appreciate organisations who engage as financial members.

2015/2016 Financial Members

Volunteering Geelong Membership fees go toward the continual development of existing and new programs to support volunteering and the development of effective volunteer programs. They also support our engagement with key stakeholders in our region and beyond to identify strategic opportunities and projects in a changing environment.

Membership of Volunteering Geelong not only provides access to a range of practical supports and benefits, but demonstrates the value organisations place on their volunteer program and strengthens the voice of volunteering in our region.

The financial support of our organisation from the following individuals and organisations is greatly appreciated.

2+5 Inc
Alison Duff
Anam Cara House
Anthony Aitken
Australian Red Cross
Aviation Development Aust Ltd
Barwon Child, Youth & Family
Bell Park Sports Club
Bellarine Police Community Support Register
Bellarine Centre for Living & Learning
Belinda McPherson
Belmont Bowls Club
Bethany
Better Hearing Aust Geelong
Bravehearts Inc (Geelong)
Citizens Radio Emergency Services
City of Greater Geelong
Cloverdale Community Centre
Diversitat
Fight Cancer Foundation
Frank Thompson
G21 Geelong Region Alliance
Gail Rodgers
Gateways Support Services
Geelong Chaplaincy Committee
Geelong Food Relief Centre
Geelong Gallery
Geelong Lifeline Barwon Region
Geelong Maritime Museum
Geelong Regional Library Corporation
Geelong RSL Aged Care
Give Where You Live
Grant Hawkins
GTR Events
Jan Oman
Jason Doherty
Jirrahlinga Wildlife Sanctuary
Judy Foster
Kay Goldsworthy

Karingal Do Care
Kids Plus Foundation
Leukaemia Foundation
Lions Club of Geelong Breakfast
Lorne Community Hospital
Lorraine Barrett de Calero
Lucinda Tucker
Margaret Thorp
Maryville Nursing Home
Mental Illness Fellowship Victoria
Multicultural Aged Services Geelong
Norlane Community Centre
Norlane Healing Hands
North Geelong Region Housing Coop
Office of the Public Advocate
Pat Welsh
Phyllis Castle
Queenscliffe Historical Museum
Queenscliffe Maritime Museum
Ron Andrews
Rose Herben
Rosewall Neighbourhood Centre
Rice Village Mercy Health
Samantha Kelly
Sandy Bell
Shelley Best
Solve Disability Solutions
Sonia McCabe
South West Do Care
Spring Creek Community House
St Laurence Community Services
St Vincent de Paul
The Winged Horse Equine Welfare
Uniting Care Geelong
Villamanta Disability Rights Legal Service
Vines Road Community Centre
Vision Australia
Winchelsea Community House
Wyndham City Council
YMCA Geelong
Yvonne Coxall
Zoe Waters

President's Report

It is my pleasure to present my second report as President of the Board of Volunteering Geelong.

During my first report I commented it was a year of pride and thank you. This past 12 months can be best described as a year of tremendous change and consolidation of the foundations for the future of Volunteering Geelong.

We continued to operate for most of the year from our temporary accommodation in Malop St. We watched each week with excitement as construction of St. Mary's Terrace Community Hub transformed from a building site into our home we are in today.

In December 2015 the Board received the news that our long term and well respected Manager, Gail Rodgers, tendered her resignation for an opportunity too good to refuse.

The transition to a new leadership team has proven a challenge. However, I would like to take this opportunity to acknowledge and thank Jason Doherty for stepping into the role of Manager and the stability and leadership he has given Volunteering Geelong during that time.

It would be also be remiss of me not to thank Gail Rodgers one more time. Gail has been the backbone and driving force for Volunteering Geelong for nearly ten years. Her vision and commitment is why Volunteering Geelong has this beautiful permanent home and deserved the recognition of the naming of the Rodgers Room within this building.

In June 2016 we finally moved into St. Mary's Terrace. Moving is a challenge as anyone who has ever shifted houses will testify. This was our second move in a short period of time since vacating McLarty Place in Geelong's CBD. Coordinated with distinction by Lucinda Tucker, we closed our doors in Malop St and it seemed like we just opened our new doors in Myers St. However, behind the scenes a tremendous amount of work was completed and all involved deserve the praise of the Board and all of us today.

The Board has completed the organisation's Strategic Plan and maintained a strict fiscal responsibility of the finances of the organization considering the changes we have faced this past year.

I would like to acknowledge the ongoing financial support of the Australian Government, Give Where You Live and our members, who have financially contributed to Volunteering Geelong in the past year. I also acknowledge our partnerships with the State Government, Barwon Health and City of Greater Geelong which have continued to grow volunteering in the Geelong Region.

On behalf of the Board of Volunteering Geelong I would like to acknowledge and thank all at Common Equity Housing Limited (CEHL). It is less than four years since Volunteering Geelong and CEHL entered into discussions about the potential of this facility we so proudly utilise today.

Without CEHL and the support of its Board there would be no hub or permanent home for Volunteering Geelong. Our organisation will be forever grateful for CEHL. They have given the Geelong Community a tremendous asset, and entrenched Volunteering

Geelong's ability to advocate and increase participation of volunteering in the Geelong region. We can never thank CEHL enough.

What does the future hold for Volunteering Geelong?

The Board is continuing to build the foundation for the organisation. At today's meeting you have been presented with resolutions to change the governance structure of the organisation.

This is a very important step to establish a Trust, which will enable Volunteering Geelong to lodge a formal application with the ATO to obtain Deductible Gift Recipient status (DGR). With DGR status Volunteering Geelong will be able to apply for funds from numerous funding organisations which we are currently excluded from. These additional funds will enable Volunteering Geelong to develop new and exciting volunteer programs and initiatives in the region.

In conclusion I would like to thank all my fellow Board members. As I have mentioned before, this past 12 months has been a year of change and challenges. During this time my fellow Board members have provided their support, guidance, robust discussion and unity at all times. I could not ask for a better Board.

I do not wish to single out individual Board members, but I will pay a special tribute to Lorraine Barrett de Calero. Lorraine retires from the Board today, after several years of dedicated and diligent board membership.

On behalf of the Board, thank you Lorraine for your service to the Volunteering Geelong Board and we look forward to your continuing support of volunteering.

To our Manager Jason once again thank you. To his team led by Lucinda & Alison and all of you, the volunteers, who so generously give up their time, thank you.

With our new home, and potential for DGR status to be completed, the future is extremely exciting for Volunteering Geelong and volunteering in the Geelong Region.

Anthony Aitken
President

Treasurer's Report

Overview

For the financial year ending 30th June 2016 Volunteering Geelong received revenue of \$196,565 and incurred costs of \$203,678, resulting in a net loss of **\$7,113**.

Our main income source continues to be from the Federal Government through the Volunteer Management Program which continued at the current level. We greatly appreciate the financial support Give Where You Live provide for our volunteering initiatives in the community.

This year our income from the NDIA through the Step by Step Program Volunteer Mentor Program declined as the funding model changed from program based to client based. However, the State Government funding through Volunteering Victoria for the Emergency Management Volunteer Project increased. This enabled a stable income stream on par with the previous year. Importantly, Cash at Bank increased (7%) from last year.

Operational expenditure continues to be monitored extremely closely and was 14% better than budgeted, however employment expenses were 16% over budget mainly due to back pay for the previous year paid in the current year.

Key Results:

	2015	2016	% VAR
Income	\$196,983	\$196,565	0%
Expenses	\$191,493	\$203,678	6%
Surplus / Deficit	\$5,490	-\$7,113	
% Salaries	77%	84%	7%
Cash at Bank	\$104,927	\$112,657	7%
Net Assets	\$57,027	\$49,914	-12%

Key Financial Impacts:

Expense:

- +\$11k – Back pay, of which \$7.4k was for the prior year

Financial Review:

Lauren Middleton of Middleton Partners CPA on the 17th October 2016 audited the Annual Financial Report of Volunteering Geelong and concluded that in all material respects they give a true and fair view of the financial position of Volunteering Geelong.

I would like to acknowledge the work of our immediate past Treasurer Anthony Aitken and in particular thank Lucinda and our Book keeper, Terry Thorp, for their hard work in diligently maintaining, preparing and updating financial records throughout the year.

Sandy Bell
Treasurer

Manager's Report

It is with pleasure I present the Manager's report and the overall Annual Report for Volunteering Geelong in 2015/2016.

It has been a year of change for the organisation, from staff and volunteers to the refurbishment and renovation of St. Mary's Terrace, of which we are extremely proud and honored to be the shared custodians of such a historic precinct in Geelong.

It has been a challenging year from a management perspective, we said goodbye to Gail Rodgers as the Manager after nine wonderful years with Volunteering Geelong. Gail provided tremendous leadership, vision and respect for volunteers and the volunteer sector. We are lucky that she is not lost completely to volunteering in her new role as CEO of the Geelong Community Foundation, their support coming through a grant to support the running of our magnificent new facility and she has provided solid and ongoing counsel to me in the early stages of my tenure.

Patrick Caruana was appointed in Gail's position and unfortunately resigned after only four months with us. We wish Patrick all the best for the future and thank him for his time with the organisation.

I was appointed in an acting capacity in May and have been tremendously supported by the Board, the staff and the volunteers, as we have transitioned 'back' to our 'new' home.

I would particularly like to thank Lucinda Tucker and Alison Duff for their work and counsel. They continue to go above and beyond to service customers, clients and organisations and provide the work behind the scenes to make Volunteering Geelong the success that it is.

To our volunteers, Pat Welsh, Frank Thompson, Yvonne Coxall, Lorraine Barrett De Calero, Deidre Harris, Marg Thorp, Judy Foster, Kay Goldsworthy, Phyllis Castle, I thank you for your work as you support the volunteer sector. We could not run such an efficient service and business without your energy and input.

To Anthony and the Board, for their support, especially early on, as we reconfigured, moved and settled into our new home and a new way of working. Thanks to all Board members for their efforts in making sure Volunteering Geelong stays the course for the future.

The move to 192 Myers Street provides new frontiers for our organisation, and it is an exciting time to be involved with Volunteering Geelong.

Our relationship with Common Equity Housing Limited (CEHL), continues to grow and I thank in particular CEHL CEO Stephen Nash and his executive team and the CEHL 'Geelong team' Jeff Cooke, Melissa Crebbin, Matt Boland and Doug Lindsay. They have provided and supported the transition and given us a wonderful opportunity to manage St. Marys Terrace.

A review of the 'Numbers at a Glance' on page 4 tells a story of the activity of our organisation over the past 12 months. Our staff and volunteers have endured some office based challenges this year and I thank them for their patience and willingness to look forward.

It never ceases to amaze me just how much work can be achieved and how many opportunities can be created when you have a great team of people on board. During the year we have enjoyed program developments, program enhancements, conference presentations, training opportunities, new volunteers, new Board Members, registration of new community organisations and many new diverse volunteer opportunities. Our small but effective team of staff and volunteers has worked tirelessly to support volunteering in the region.

Highlights 2015/16

Common Equity Housing Limited (CEHL) Partnership and the Community Hub

The work overseen by both organisations has been extraordinary and the crowning moment was when both entities moved back into the refurbished St. Mary's Terrace Community Hub.

Volunteering Geelong expresses its gratitude to CEHL and BECON Constructions for their work with the site and we look forward to a long lasting and very effective partnership with CEHL and the Hub.

Geelong Volunteer Leaders Network

The Network continues to be the rich source of support, advice and advocacy for organisations, volunteer managers and coordinators in the region. Six times a year the network meets to discuss volunteer trends, new projects, upcoming workshops and seminars and share stories of how rich and rewarding volunteering is in the G21 region. This network will continue to gather momentum and will make positive change to the volunteering landscape of the next few years.

Victorian Volunteer Support Network and the Volunteering Victoria

I have been a member of the Victorian Volunteer Support Network and work with other volunteer centres across the state on improving the advocacy, support and development of volunteer support organisations. Collaboration and sharing of resources is critical in an environment with limited financial resources.

We also continue to work closely with Volunteering Victoria especially with the Managers of Spontaneous Emergency Volunteers Project (MSEV) and the HelpOut, both of which are being piloted in our region. More on these projects further on in the report.

With DGR status, Volunteering Victoria has acted as a conduit for funding to support the work we do in this region, for which we are grateful. We also work in partnership with Volunteering Victoria on a number of shared projects and programs and I would like to thank Volunteering Victoria CEO Sue Noble and her team for their ongoing support.

There is much opportunity and optimism for our organisation and by creating a Trust we will have an open playing field in terms of funding opportunities. It will be our task to implement programs and projects that reflect the changes in the volunteering sector and that are attractive to potential support from funders.

Part of our strategic plan is to ensure volunteering is seen as a legitimate pathway to employment, while also targeting youth and corporate volunteering and continuing to provide a robust volunteer service. This coupled with the management of our wonderful home should provide Volunteering Geelong with a prosperous future.

Jason Doherty
Acting Manager

Training Report

Volunteering Geelong continued to provide training for volunteers and volunteer leaders in the G21 region. This training is promoted to Volunteering Geelong financial and non-financial members. Financial members receive a reduced rate if attending fee paying workshops.

Our training outputs would not be possible without the invaluable funding provided by Give Where You Live that allows Volunteering Geelong to continue to offer very affordable or free training to the sector.

Volunteering Geelong and Bellarine First Aid continued to deliver subsidised Level 2 First Aid for Volunteers at a very affordable rate. These courses have been well received and Volunteering Geelong is grateful to Laurie Blick from Bellarine First Aid for his support of Volunteers in our region.

Again our partnerships with national, state and local organisations (inc. Department of Justice, Australian Centre for Grief and Bereavement, Munch & Crunch, Alzheimer's Australia & Barwon Health) provide an opportunity to deliver free to low cost training across a wide range of subject areas. Thanks also to City of Greater Geelong and One Rabbit who teamed up to provide an excellent workshop on Social Media Marketing and Communications.

Support for delivery of our training has also been provided by Deakin Cats Community Centre. Access to their high standard facilities (with free parking available) is greatly appreciated.

National Standards for Volunteer Involvement

Given the new National Standards for Volunteer Involvement were launched in May 2015 many organisations were enthusiastic to attend Introduction and Advanced training on the utilization of these standards. I also delivered 'fee for service' workshops on behalf of Volunteer Geelong, Volunteering Victoria and Boroondara Council, training over 60 volunteer leaders in Geelong and Melbourne regions.

Review of Geelong Regional Library Corporation

During 2015/16 I was engaged to provide consultancy services to assist the Geelong Regional Library Corporation (GRLC) build a comprehensive set of best practice guidelines and procedures to support the engagement and management of volunteers at the Library. This review included mapping activities, site visits and a final report.

These 'fee for service' activities supplement the income stream of Volunteering Geelong and provide unique opportunities for organisations such as GRLC to grow their quality management practices that support volunteers.

Mental Health First Aid

During 2015 I attended the 2 day Mental Health First Aid Course run by Pathways in Geelong.

Projects supporting spontaneous volunteers

Throughout the second half of 2015 and into 2016 I continued in my role of Project Coordinator for the MSEV and HelpOut pilot projects. Both projects have been funded by the Natural Disaster Resilience Grants Scheme.

They are Volunteering Victoria's initiatives supported by Volunteering Geelong. The MSEV project aims to build a team of skilled volunteer leaders across the state to assist local government and support agencies in the management of spontaneous volunteers after emergencies. The HelpOut service registers interested volunteers and links them to organisations working in disaster-affected communities when help is needed. This service is being piloted in the G21 region and eventually aims to be rolled out across the state.

On 25 December, 2015, bushfires impacted the Wye River – Jamieson's Track region of the Otway Ranges resulting in significant loss of homes and damage to infrastructure. On this day, Volunteering Geelong was asked by DHHS Recovery Team about our potential for MSEVs to assist with managing enquiries from people offering volunteer support.

This request was escalated to Volunteering Victoria and arrangements were made for 8 volunteer MSEVs to be on standby. Fortunately, an easing of weather conditions avoided an escalation of the fire, and it was not necessary to deploy MSEVs to the Relief Centre immediately after events.

However, on February 3 2016, two MSEVs from the G21 region (Jill Rush and Marina Power) were deployed to the Colac Otway Shire (COS) Recovery Centre to assist responding to enquiries from people who had offered volunteer support after Wye River Jamieson Track fires.

MSEVs made over 130 calls to thank people for their offers; to give them an update on the status of recovery work happening in the region; and to inform them of the new HelpOUT service (launched on February 1).

HelpOUT service piloted in the G21 region

On May 10 Volunteering Geelong teamed up with Volunteering Victoria to officially launch the pilot of HelpOUT emergency volunteering service in the G21 region. Craig Lapsley, Emergency Management Commissioner, opened the proceedings mentioning that the service is a 'great step forward' to support volunteers and communities affected by emergencies.

The initiative is a partnership between Volunteering Victoria, Volunteering Geelong and Volunteering Queensland and provides a matching service linking every day Victorians who want to help with the relief and recovery needs of disaster-affected communities.

During February 2016 the HelpOUT service made its first volunteer match. By partnering with Southern Otway Landcare Network, it was able to provide volunteers to help distribute birdlife habitat kits to the Wye River community impacted by bushfires last Christmas.

Pictured below (L to R) are Brendon Brackin (HelpOUT volunteer), Alison Duff and Rex Brown (Wye Weed Warriors)



Our local MSEVs who are ready to step up in the relief and recovery stage of a disaster are;

MSEV	Current Organisation
Karen Crockford	Bellarine Community Health Ltd
Joy Dwyer	Lorne Community Hospital
Colin Kelly	Vinnies
Emily Wilson	SHINE for kids
Jenny Schmidt	Gateways Support Services
Georgina Alley	M I Fellowship
Jill Rush	Drol Kar Buddhist Centre
Jo-Anne McDonald	Geelong Water Dragons
Caroline Jordan	Golden Plains Shire
Elizabeth Hopkin	UnitingCare Geelong
Cath Lukin	Geelong Regional Library Corporation
Janet Mannix	Barwon Child Youth and Family
Carol Fogg	Gateways Support Services
Kathy Ryan	Rotary
Frank Thompson	Rotary Club of Geelong
Marina Power	Barwon Child Youth and Family
Liesl Trenfield	Melbourne Polytechnic
Anne Brackley	SpringDale Neighbourhood Centre
Christine Harrison	Road Trauma Support Services Victoria
Mandy Baker	Upper Barwon Landcare Network

Volunteering Geelong receives a Give Where You Live - Feed Geelong Grant.

In November 2015, Volunteering Geelong (auspiced by Geelong Food Relief) received a Give Where You Live - Feed Geelong Grant. The Grant was allocated to engage Volunteering Geelong to deliver a project for members of Geelong Food Assistance Network (GFAN) to assist them to more effectively involve and support volunteers. Based on the National Standards for Volunteer Involvement, the program involved workshops, provision of resources and development of a generic volunteer handbook suitable for GFAN organisations.

The four workshops provided for GFAN member organisations included general discussion on volunteer management concerns and practices. These discussions built knowledge, skill base and confidence of coordinators and volunteers who are supporting other volunteers in providing services in food security.

This will also lead to more confident and empowered volunteers who feel more supported and directed appropriately.

On completion of the project workshop participants were asked to provide feedback on the program. Collated information reflected:

- “One of the most useful projects I have been involved in. Plenty of opportunities for impact and great sharing. Great result – Volunteer Handbook covers so many aspects previously lacking’
- “A very productive group!! Thank you Alison”
- “As chair of GFAN I am very happy with this series of workshops that has resulted in a most useful handbook”
- “an extremely successful project that will provide value to the GFAN members on an ongoing basis”

The project concluded with the launch of a new GFAN Generic Volunteer Handbook at the 2016 midyear GFAN network meeting.



GFAN working party members

Alison Duff
Training and Development Manager

Step by Step Volunteer Mentor Program Report



Step by Step Volunteer Mentor Program, developed by Volunteering Geelong and funded by the NDIA, came to completion after 12 months in November 2015. The program's purpose was to investigate the potential for placing people with a disability into volunteering roles in community organisations and to see if it could operate on a self-sustaining basis. The unique feature of Step by Step is the presence of a Supporting Mentor to assist the volunteer in the initial stages of their volunteer role. Also, a volunteer themselves, the Supporting Mentor is instrumental to both the organisation and the volunteer in reducing the concerns for both and providing essential support and guidance during the learning curve. Volunteering Geelong identified and trained the mentors who would be available to provide one on one support for 6 to 8 weeks. After this time it was hoped that the volunteer could go it alone with continued support from the organisation. As mentioned in last year's report there were many challenges along the way, however we did reach the goal of twelve volunteers.

This was achieved as follows:

1. Ashley at Diversitat Training, administration
2. Adam at Diversitat Training, administration / proof reading
3. Catherine at Queenscliff Historical Society two days a week doing administrative IT work
4. Brooke at Uniting Care one day a week, with continued assistance from her support worker
5. David at Rice Village Aged Care facility
6. Kate at Bethany, food sorting and distribution
7. Nick at Geelong Food Relief undertaking food packing, sorting and distribution
8. Sorayya at St Laurence assisting with bookkeeping
9. Harrison at Geelong East Primary School assisting in the garden
10. Jonathan, Geelong Football Umpires undertaking training in preparation for full participation
11. Adam at Werribee Zoo recording animal behaviour events
12. Aaron at Geelong Animal Welfare Shelter in the cattery.
13. Tory at Jan Juc (post November 2015)

Lessons learnt:

- Participants can get a long way into the process and then change their minds about volunteering. Organisations, mentors and program co-ordinator need to be aware of this and build the lost time into the program.
- Lack of suitable roles/organisations. Organisations often identify what they think are suitable roles for volunteers with a disability and offer them to participants. More often than not, the complex needs of the volunteers means they cannot fulfil the role completely. Adaptations to the role need to be made as volunteer managers learn the capabilities of the volunteers.
- Needs of the organisations are not met by the capabilities of the volunteers. Volunteer coordinators/managers ask for volunteers with initiative not realising that the types of clients expressing interest in the program did not have these higher order processing skills. For it to be worthwhile for the organisation they really need a long term commitment from the volunteers. Often the two did not come together.
- Step by Step was organised around and what the volunteer wanted to do as it was felt that volunteers would commit longer to their roles if they were doing what they

enjoyed. Finding roles within volunteers 'likes and wants' was challenging and their preferred preference often could not be met.

- The 6 to 8 week Mentor supported introductory period was often not enough time for the volunteer to learn their role sufficiently or for the organisation to learn enough about the volunteer's needs. The once a week visit for a few hours was enough of a commitment for volunteer, organisation and mentor. The issue for the volunteer was remembering what was required from week to week and highlighted difficulties when it was time for the volunteer to go it along. Additionally, the Supporting Mentor often had a busy life with other commitments. Although some Mentors were able to commit to supporting the volunteer longer than the 8 weeks, this was not always the case.

Relocation operational concerns in early 2016 interrupted the Step by Step Program, however it is envisaged that it will return but with some changes which will attempt to address some of the above issues and streamline procedures.



In early November we were most gratified to be shortlisted for Volunteering Victoria's State Volunteering Awards. A small representative group of us attended the award ceremony at Parliament House in Melbourne. A lovely day was had by all despite not being awarded the ultimate prize.

My thanks to all the participants - mentors volunteers and organisations - for their willingness and commitment to this program.

(Photo L to R: Gail Rodgers, Manager, the writer, Anthony Aitken, President of VG, Sue Minchinton, SbS Mentor, Lisa Wickson, NDIA.)

Bite Size Volunteering Report

Bite Size has continued this year with over 20 enquiries. Of these a high proportion were students using the link on our website to connect with us. Most were looking for work placements rather than volunteer roles and consequently were not compatible.

Most of the remaining enquiries were actually looking for more traditional volunteering, whilst a couple decided, once they had learnt more about it, that Bite Size did not meet their needs. Although the numbers are a little disappointing it is another avenue that potential connect to Volunteering Geelong and volunteering in general.

As a consequence there continue to be volunteers who seek our support whenever they desire a change in their volunteer experience. Wendy returned again for a third visit, having first used our services in 2010, and decided to look farther afield and found a more traditional role at the Royal Children's Hospital in Melbourne.

Other returnees include several volunteers who share their graphic design experience on an episodic basis.

Promotion of Bite Size volunteering has continued via our website and occasional mention on radio and VG Facebook page. Training was delivered to a small but enthusiastic group in May the conclusion being further promotion of this style of volunteering is

needed. Adaptations continue to be made to the program and it will continue to provide an avenue for those who need short term and flexible volunteering.

Lucinda Tucker
Operations Manager

Organisations Registered with Volunteering Geelong

1st Eastern Park Scout Group
 1st/2nd Ocean Grove Scout Group
 2+5 Inc
 2nd Colac Sea Scout Group
 94.7 The Pulse
 ADRA Share Kitchen
 All Saints Anglican Church Op Shop
 Alzheimer's Australia Vic
 Anakie & District Community House
 Anam Cara House
 Angair
 Anglesea & District Community House
 Araluen Lutheran Camp
 Australian Breastfeeding Association
 Australian Master Games
 Australian Multicultural Community Services
 Australian Red Cross
 Australian Tax Office - Tax Help
 Australian Volunteer Coast Guard Assoc.
 Australian Youth Climate Coalition-Geelong
 Aviation Development Australia
 Back to Back Theatre
 Barwon Child, Youth & Family
 Barwon Community Legal Service
 Barwon Grange - National Trust
 Barwon Health
 Barwon Health Community Kitchens
 Barwon Network of Neighbourhood Centres
 Barwon Park - National Trust
 Barwon Region Girl Guides
 Barwon Valley School
 Bell Park North Primary School
 Bell Park Sports Club
 Bellarine Community Health
 Bellarine Landcare Group
 Bellarine Living & Learning Centre
 Bellarine Police Community Support Register
 Bellarine Railway
 Bellarine Riding for the Disabled Group
 Belmont Bowls Club
 Belmont High School
 Bethany Community Support
 Better Hearing Australia Geelong

Bible Study Fellowship - Geelong
 Bicycle Network
 Bravehearts (Geelong)
 Cancer Aftercare Geelong
 CatholicCare - Geelong
 CenterStage Geelong
 CFA
 Cherished Pets Foundation
 Christ Church Community Meals Program
 Citizens Radio Emergency Service Teams
 Cloverdale Community Centre
 City of Greater Geelong
 CoGG – Meals on Wheels
 CoGG – Mountain to Mouth – M2M
 CoGG – National Wool Museum
 CoGG – Rural Access
 CoGG Youth Development Unit
 Colac Neighbourhood House
 Colac Otway Shire
 Conservation Volunteers Australia
 Cottage By The Sea
 Courthouse Arts
 Covenant College
 Cycling Australia – GTR Events
 deaf access Mpower
 Deans Marsh Community Cottage
 Deans Marsh Primary School
 Delta Society Australia
 Disabled Surfers Association of Australia Inc
 Diversitat
 Drol Kar Buddhist Centre
 Drysdale Community Church
 Eastern Park Croquet Club
 EdConnect Australia
 Encompass Community Services
 Espod Geelong Inc
 Fight Cancer Foundation
 Figrant Project Australia
 Forrest Neighbourhood House
 Foundation 61
 Foundation for Aust's Most Endangered Species
 Freedom Aged Care - Grovedale
 Freshwater Creek Steiner School
 Friends of Bellarine Rail Trail
 Friends of Geelong Botanic Gardens
 Friends of the Bluff
 G21 Geelong Region Alliance

Geelong Animal Welfare Society - GAWS
 Geelong Archers Inc
 Geelong Community Correctional Services
 Geelong Cricket Association
 Geelong Day View Club
 Geelong East Men's Shed
 Geelong Environment Council
 Geelong Food Relief Centre
 Geelong Football Umpires League
 Geelong Gallery
 Geelong Grove Retirement Village Residents Association
 Geelong Highland Gathering Ass
 Geelong Kindergarten Association
 Geelong Maritime Museum
 Geelong Mood Support Group
 Geelong No Interest Loan Scheme
 Geelong Performing Arts Centre
 Geelong Regional Library Corporation
 Geelong Repertory Theatre Co
 Geelong Revival Motoring Festival
 Geelong RSL Sub Branch
 Geelong Surfcoast Veterans Centre
 Geelong Sustainability Group
 Geelong Water Dragons
 Geelong West Neighbourhood House
 Geelong West Toy Library
 Gellibrand Community House
 Give Where You Live
 Golden Memories Karaoke
 Golden Plains Shire
 Greening Australia
 Grovedale Cricket Club
 Grovedale Neighbourhood House
 Grovedale Toy Library
 Geelong Regional Vocational Education Council
 Geelong Society of Operatic & Dramatic Art
 Heart Foundation
 Hesse Rural Health Services
 Hope Bereavement Care - Sids & Kids
 Jirrahlinga Koala & Wildlife Sanctuary
 Karingal DoCare
 Karingal
 Kidney Health Australia
 Kids Plus Foundation
 Kids Under Cover
 Koala Clancy Foundation
 Lara Community Centre
 Lara Lake Primary School

Leukaemia Foundation - Victoria
 Lions Club of Geelong Breakfast
 Lions Club of Geelong Corio Bay
 Lorne Community Hospital
 Lorne Fig Tree Community House
 Macarthur Community Health Centre
 MacKillop Family Services
 Make-A-Wish Foundation
 Marine & Freshwater Discovery Centre
 Marra Woon Community Centre
 Maryville Nursing Home
 mecwacare Elsoft House
 MiCare/DutchCare Ltd
 Mental Illness Fellowship
 Minerva Community Services
 Montpellier Primary School
 MS Australia
 Multicultural Aged Care Services Geelong
 Narana Aboriginal Culture Centre
 National Breast Cancer Foundation
 National Celtic Festival
 National Stroke Foundation
 Nelson Park School
 Newcomb & District Sports Club
 Newcomb Park Primary School
 Newcomb Power Football & Netball Club
 Newtown & Chilwell Football/Netball Club
 Noah's Ark Geelong
 Norlane Bowling Club
 Norlane Community Centre
 Norlane Healing Hands
 Norlane West Kindergarten
 North Shore Recreation Club
 Northern Bay College
 Northern Geelong Rental Housing Co-op
 Ocean Grove Bowling Club
 Ocean Grove Memorial Rec Reserve
 Ocean Grove Neighbourhood Centre
 OCR FM Community Radio Station
 Office of Correctional Services Review
 Office of the Public Advocate
 Open House Geelong
 Operation Christmas Child
 Oppe Shoppe
 Otway Health & Community Services
 PAN - People Animal Nature Inc
 Pastoral Healthcare Network Australia

PCs for KIDS
 Peace of Mind Foundation
 Portarlington Community Association
 Portarlington Mill - National Trust
 Portarlington Mussel Festival
 Portarlington Neighbourhood House
 Portarlington Primary School
 Queenscliff Golf Club
 Queenscliff Music Festival
 Queenscliffe & District Neighbourhood House
 Queenscliffe Historical Museum
 Queenscliffe Maritime Museum
 Read the Play
 Reclink
 Regional Information & Advocacy Council Inc
 Rice Village
 Riding for the Disabled - Barwon Centre
 Road Trauma Support Services Vic
 Rosewall Neighbourhood Centre
 Rotary Club of Geelong West
 Rotary Donations in Kind - DiK
 Royal Children's Hospital - Geelong Auxiliary
 Royal Children's Hospital - Melbourne
 Royal Geelong Yacht Club
 RSPCA Geelong
 RSL Aged and Health Support – Geelong Hub
 Russian Ethnic Representative Council - Vic
 Sailability
 St Vincent de Paul Society
 Sudanese Aust Integrated Learning Program
 Salvation Army
 SalvoConnect Geelong
 Salvos Stores
 Samaritan House Geelong
 Scope
 Scouts Australia - Geelong Region
 SecondBite
 SHINE for Kids
 Solve - Disability Solutions Geelong
 South Barwon Community Centre
 South West DoCare
 Southside Netball Association
 Sporting Motor Cycle Club
 Spring Creek Community House
 Springdale Neighbourhood Centre
 St Andrews Anglican Church Parish
 St John Ambulance Australia
 St John of God Health Care
 St Laurence Community Services

St Thomas Primary School
 St Vincent de Paul Society – Geelong Regional Council
 Star Struck Stable Equestrian Vaulting Team
 State Emergency Service
 Surf Coast Energy Group
 Surf Coast Shire
 Teesdale Sporting Complex
 The Anglican Parish of Lara
 The Big Issue - Street Soccer Program
 The Cancer Council of Vic - Geelong Can Do Club
 Centre for Excellence in Child & Family Welfare
 The Dress Up Place
 The Heights - National Trust
 The OutPost
 The Smith Family
 The Winged Horse Equine Welfare Inc
 Torquay Surf Life Saving Club
 Tourism Greater Geelong and The Bellarine
 TreeProject
 U3A Geelong
 Uniting AgeWell Kalkee
 UnitingCare Geelong
 Vic Advocacy League for Ind. with a Disability
 Very Special Kids
 VICDEAF - Victorian Deaf Society
 Villamanta Disability Rights Legal Service
 Vines Road Community Centre
 Vision Australia Geelong
 Wallington Primary School
 Wathaurong Aboriginal Co-operative
 Wesley Centre for Life Enrichment Geelong
 Whitelion
 Whittington Primary School
 Winchelsea Community House
 Winchelsea Visitor Centre
 Wintringham - Specialist Aged Care
 Wombat's Wish
 Wyndham City Council
 YMCA Geelong
 You Yangs MTB
 Youth Referral & Independent Person Program

Board Report

FOR THE YEAR ENDED 30th JUNE 2016

Your board members submit the financial report of Volunteering Geelong Incorporated for the financial year ended 30th June 2016.

Board Members

The names of board members throughout the year and at the date of this report are:

Anthony AITKEN	President
Grant HAWKINS	Vice President
Sonia McCabe	Secretary
Sandy BELL	Treasurer
Belinda McPHERSON	
Zoe WATERS	
Ron ANDREWS	
Lorraine BARRETT DE CALERO	

Principal Activities

The principal activities of the association during the financial year were to provide, coordinate, promote and support volunteering in the Geelong community and to enhance the quality of life in the region.

Significant Changes

No significant change in the nature of these activities occurred during the year.

Operating Result

The deficit for the period was \$-7,113.42

Signed on behalf of the Board.

Signed by President/Treasurer



(Anthony AITKEN)

Signed by Secretary



(Sonia McCabe)

Dated this 10th day of November 2016

Volunteering Geelong Inc

Profit & Loss

July 2015 through to June 2016

	2015/2016	2014/15
Income		
Interest - Bank	\$2,114.87	\$2,847.22
Training	\$7,547.46	\$1,819.73
Bellarine First Aid	\$5,954.59	\$10,830.55
Leading with Standards	\$3,785.42	\$1,870.00
Bite-Size Volunteering	\$926.00	\$0.00
Step by Step Program - NDIA	\$9,839.64	\$24,174.26
SBS Client Support	\$4,926.29	\$0.00
Fund Income		
Volunteer Management Program	\$106,552.00	\$108,634.39
Give Where You Live	\$30,000.00	\$30,000.00
G21 Leadership	\$2,000.00	\$0.00
Other Funding/Grants	\$1,600.00	\$0.00
Miscellaneous Income	\$71.82	\$1,120.08
Geelong Community Telco	\$844.87	\$836.13
Emergency Volunteer Programs	\$12,000.00	\$7,018.97
Donations	\$913.90	\$2,000.00
Sales		
Sale of Office Equipment	(\$303.53)	\$0.00
	\$7,791.74	\$5,832.01
Memberships		
Total Income	\$196,565.07	\$196,983.34
Expenses		
Accounting and Bookkeeping Fees	\$1,620.00	\$1,895.00
Audit & AGM	\$1,140.76	\$675.87
Advertising	\$1,120.61	\$0.00
Bank Charges	\$607.40	\$659.91
Conferences	\$0.00	\$1,041.77
Depreciation	\$1,031.59	\$3,166.84
Memberships	\$900.00	\$1,233.55
Office Supplies	\$771.32	\$695.20
Bellarine First Aid	\$1,894.87	\$5,707.73
Emergency Volunteer Programs	\$20.82	\$2,860.96
Step by Step Program - NDIA	\$659.82	\$1,051.04
Bite-Size Volunteering	\$79.00	\$0.00
G21 Workshop	\$760.10	\$0.00
SBS Client Support	\$68.07	\$0.00
Leading with Standards Resources	\$330.55	\$60.00
Office Equipment < \$300	\$235.45	\$48.18
Postage	\$390.73	\$618.35
Filing Fees	\$0.00	\$34.00
Emergency Vol Mgt (SEV)	\$35.52	\$0.00

Insurance	\$329.77	\$290.91
Library Acquisitions	\$0.00	\$0.00
Photocopier/Printing Expenses	\$2,630.03	\$2,278.62
Repair & Maintenance	\$0.00	\$0.00
Staff & Volunteer Training	\$335.70	\$855.67
Subscriptions	\$1,233.27	\$1,182.94
Telephone	\$2,285.34	\$5,998.51
Computer Hardware	\$0.00	\$4,803.37
Internet Access	\$1,418.17	\$1,170.08
Computer Maintenance & Repairs	\$1,824.77	\$725.62
Website Maintenance & Hosting	\$825.40	\$585.40
Travel & Entertainment	\$742.87	\$1,031.01
Staff & Volunteer Parking	\$108.96	\$26.77
Volunteer Recognition	\$347.00	\$394.40
Board of Management	\$736.33	\$449.41
Outgoings	\$110.00	\$329.55
Cleaning/Maintenance	\$2,032.82	\$1,755.57
Electricity	\$1,272.34	\$1,246.69
Gas Supply	\$0.00	\$0.00
Relocation 2016	\$1,956.45	\$0.00
Community Organisation Training	\$737.21	\$954.54
Promotional Events - NVW & IVD	\$1,333.81	\$384.87
Employment Expenses		
Wages & Salaries	\$121,650.09	\$107,073.13
Wages – NDIA	\$9,779.40	\$0.00
Wages & Salaries - Step by Step	\$2,409.00	\$11,098.72
Staff Amenities	\$480.70	\$613.80
Superannuation - General	\$12,777.65	\$11,064.90
Superannuation - NDIA	\$797.51	\$0.00
Superannuation - Step by Step	\$915.45	\$1,054.38
Long Service Leave Expense	\$3,229.17	\$0.00
Employee Leave Expense	\$12,755.37	\$15,375.11
Workers' Compensation	\$1,352.30	\$1,000.95
Management Consultancy	\$5,605.00	\$0.00
Total Expenses	\$203,678.49	\$191,493.32
Net Surplus / (Deficit)	(\$7,113.42)	\$5,490.02

Volunteering Geelong Inc

Balance Sheet

June 2016

	2014/15	2015/2016
Assets		
Current Assets		
Cash on Hand		
BB Ltd 1113-16394	\$33,877.91	\$9,263.13
Undeposited Funds	\$0.00	\$0.00
Petty Cash	\$376.00	\$376.00
BB TERM DEPOSIT - 8281131/2504	\$78,403.27	\$95,288.40
SHORT TERM DEPOSIT - 142357284	\$0.00	\$0.00
Total Cash on Hand	\$112,657.18	\$104,927.53
GST Control Acct		
GST Paid on Purchases	\$1551.56	(\$188.45)
GST Collected on Income	(\$770.78)	(\$143.62)
Total GST Control Acct	\$780.78	(\$332.07)
Total Current Assets		\$104,595.46
Other Assets		
Trade Debtors	\$733.21	\$2,176.11
Office Equipment		
Office Equipment > \$300	\$6,193.65	\$6,193.65
Office Equipment Accum Dep	(\$1327.89)	(\$733.10)
Furniture & Fixtures		
Furniture & Fixtures at Cost	\$9,016.82	\$12,966.82
Furniture & Fixtures Accum Dep	(\$7,090.21)	(\$10,299.88)
Total Furniture & Fixtures	\$1,926.61	\$2,666.94
Total Other Assets	\$7,525.58	\$10,303.60
Total Assets	\$120,963.54	\$114,899.06
Liabilities		
Current Liabilities		
Business Credit Card		
Trade Creditors	\$3,151.48	\$2,237.70
Payroll Liabilities		
PAYG Tax Payable	\$4,002.53	\$0.00
Superannuation Payable		
Provision for Leave expenses	\$12,437.57	\$12,961.56
Total Payroll Liabilities	\$16,440.10	\$12,961.56
Total Current Liabilities	\$34,591.58	\$15,199.26
Long Term Liabilities		
Provision for Long Service Leave	\$9,306.81	\$15,521.23
Provision for Refurbishment	\$27,150.76	\$27,150.76
Total Long Term Liabilities	\$36,457.57	\$42,671.99
Total Liabilities	\$71,049.15	\$57,871.25
Net Assets	\$49,914.39	\$57,027.81
Equity		
Retained Earnings	\$57,027.81	\$51,537.79
Current Year Surplus/Deficit	(\$7,113.42)	\$5,490.02
Total Equity	\$49,914.39	\$57,027.81

Schedule 1
Regulation 15

Form 1

Associations Incorporation Reform Act 2012
Sections 94 (2)(b), 97 (2)(b) and 100 (2)(b)

Annual statements give a true and fair view of financial performance and position of incorporated association

We **Anthony Aitken** and **Sonia McCabe** being Members of the Committee of Volunteering Geelong Inc. certify that –

“The statements attached to this certificate give a true and fair view of the financial performance and position of the above named association during and at the end of the financial year of the association ending **30 June 2016**”

Signed: 

Date: 10 November 2016

Signed: 

Date: 10 November 2016

Volunteering Geelong Incorporated
ABN 53 611 428 304
Independent Auditor's Report to the Members

We have audited the accompanying financial report, being a special purpose financial report, of Volunteering Geelong Incorporated (the association), which comprises the Statement by

Members of the Committee, Income and Expenditure Statement, Balance Sheet, notes comprising a summary of significant accounting policies, other explanatory notes and the Certificate by Members of the Committee for the financial year ended 30 June 2016.

Committee's Responsibility for the Financial Report

The committee of Volunteering Geelong Incorporated is responsible for the preparation and fair presentation of the financial report, and have determined that the basis of preparation described in Note 1 is appropriate to meet the requirements of the Associations Incorporation Act of Victoria 2012 and is appropriate to meet the needs of the members. The committee's responsibilities also includes such internal control as the committee determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We have conducted our audit in accordance with Australian Auditing Standards. Those Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the association's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

Basis For Qualified Opinion

The financial statements of Volunteering Geelong Incorporated were not audited as at 30 June 2015. Included in the 2016 financial statements are comparative figures for 2015. We were unable to obtain sufficient appropriate audit evidence regarding these comparatives and as a result we are unable to express an opinion on the comparative figures.

Qualified Opinion

In our opinion, except for the possible effects of the matters described, the financial report gives a true and fair view of the financial position of Volunteering Geelong Incorporated as at 30 June 2016 and its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements, and the requirements of the Associations Incorporation Act of Victoria 2012.

Matters Relating To Electronic Presentation Of The Audited Financial Report

The auditor's report relates to the financial report of Volunteering Geelong Incorporated for the year ended 30 June 2016 included on Volunteering Geelong Incorporated's website. The association's board are responsible for the integrity of Volunteering Geelong Incorporated website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from these statements. If users of the report are concerned with the inherent risks arising from electronic data communications, they are advised to refer to the hard copy of the audited financial report to confirm the information included in the audited financial report presented on this website.

Basis of Accounting and Restriction on Distribution

Without modifying our opinion, we draw attention to Note 1 to the financial statements, which describe the basis of accounting. The financial report has been prepared to assist Volunteering Geelong Incorporated to meet the requirements of the Associations Incorporation Act of Victoria 2012. As a result, the financial report may not be suitable for another purpose.

Signed on 17th October 2016

Lauren Middleton
IPA 215690
PO Box 8174
Newtown Victoria 3220