

EMPLOYER'S GUIDE TO



PAYROLL GIVING



EMPOWERING DISABLED CHILDREN

Newlife is on a mission to empower all disabled children to live life to the fullest. As one of the UK's largest charities providing specialist wheelchairs, buggies, car seats and beds, we support every child's unique journey to joy and independence.

Too many disabled children are missing out on the chance to thrive because they don't have access to the right equipment at the right time. By providing specialist equipment tailored to each child's needs, and delivering emergency equipment to meet urgent needs without delay, Newlife is giving children the freedom to experience the joy of childhood - and you can be part of that story.

We receive no Government funding, which means we rely on the generosity of our supporters - people just like you - to help us make sure no child goes without the essential equipment and support they need.

What is Payroll Giving?

Payroll Giving is an easy, secure and tax efficient way of supporting Newlife and other UK-registered charities. Payroll Giving allows employees to give a regular donation directly from their gross salary. This means that it costs employees less to give more.

Once it's set up, no further action is required and employees can be confident the causes that matter to them most are receiving financial support.

What are the benefits to Payroll Giving?

For your company:

- Enhance and support your corporate social responsibility and environmental social governance activities.
- Demonstrate your commitment to the causes your employees care about by providing this additional employee benefit.
- Motivate your employees to join together in support of a common cause, helping to enhance teamwork leading to increased employee retention and morale.
- Enhance your brand profile as a values-driven business; proven to increase customer loyalty and retention.
- Increase your overall charitable contribution.
- Provides an opportunity to apply for The Payroll Giving Quality Mark, a Government-supported accreditation which recognises and rewards organisations of all sizes for making Payroll Giving available to their employees.

For your employees:

- Full tax relief on donations.
- Employees have full control over their donation and can stop or change their gift at any time.
- Payroll Giving is ideal for busy people who need an easy and reliable solution to donate.
- It is safe and secure! The deduction is taken directly from the employee's salary so no bank details are shared.
- Employees can support the causes that matter to them most.



THE DIFFERENCE YOUR EMPLOYEES COULD MAKE



35 employees donating just **£10 each** could pay for a box of specialist sensory toys, giving disabled children the chance to play and develop new skills.



60 employees donating just **£15 each** could cover the cost of an emergency loan of a specialist bed to enable a child to come home from hospital.



65 employees donating just **£20 each** could pay for a specialist buggy to help a disabled child get out and about in the community.



180 employees donating just **£50 each** could fund a powered wheelchair to enable a disabled teenager to access education.



SUMMER'S STORY

Summer has a genetic condition so rare the nine-year-old is the only person in the UK to have it, leaving her abnormally tall for her age and unable to walk or communicate. Despite this, she has been waiting for a suitable wheelchair from her local wheelchair services for more than two years.

A buggy or wheelchair is vital for Summer to leave her home with mum Larissa, but despite being referred to their local wheelchair services they still haven't been provided with a suitable wheelchair.

When the too-small buggy they had been using broke completely in half, Summer was unable to leave her home, until her mum, Larissa, turned to Newlife and we were able to provide her with a suitable buggy through our Emergency Loan Service.

Emergency loans of equipment from Newlife are usually for six months, but Summer's loan has now been extended twice – and they are still no closer to having permanent provision from their local wheelchair service.

Larissa said: "Having a wheelchair is the biggest thing for us, so I don't know what we would have done without Newlife helping us. Without this buggy Summer couldn't go to school, medical appointments or leave the house for anything.

"A wheelchair from statutory services is the bare minimum Summer is entitled to. It's not fair that it's been such a battle to get something that's suitable for her needs. It's just not good enough that she's still waiting – we're now back to having an assessment because it's been so long."

How to setup Payroll Giving

- 1 Register with a HMRC-registered Payroll Giving Agency (PGA)** such as Charities Aid Foundation, Charitable Giving or Charities Trust. Details of all registered PGAs can be found here www.gov.uk/government/publications/payroll-giving-approved-agencies/list-of-approved-payroll-giving-agencies
- 2** Your chosen PGA will guide you through establishing the scheme but we are happy to provide additional advice and guidance if required.
- 3** Ensure any completed **Payroll Giving pledge forms** are passed to either the PGA directly or via your finance department/team handling payroll. Deductions will be taken directly from the employee's salary **before PAYE is applied** but after National Insurance contributions are calculated, this gives each employee Income Tax relief at the correct rate.
- 4** Inform the **PGA** of any changes in donations.
- 5** The PGA will charge approximately **4% to administer a donation** and this can be taken from the donation itself or you can decide to cover this cost, allowing the charity to receive the full value of the donation.

Why is Payroll Giving so tax efficient?

Donations are deducted from an employee's pre-tax (gross) salary, reducing the total amount of income tax that the donor will need to pay. Below are some examples of the cost to an employee depending upon their tax rate:

Your Payroll Giving donation pledge:	As a 20% taxpayer, you pay:	As a 40% taxpayer, you pay:	Newlife receives:
£5	£4	£3	£5
£10	£8	£6	£10
£15	£12	£9	£15



We are here to help and support you so please
contact **fundraise@newlifecharity.co.uk**

newlifecharity.co.uk

For more information on Payroll Giving
visit **gov.uk/payroll-giving**



Newlife the Charity for Disabled Children.
Registered Charity Number 1170125 in England & Wales.

