



PAYROLL GIVING - FREQUENTLY ASKED QUESTIONS

What is Payroll Giving?

Payroll giving is an easy way to donate to charity through your pay. All donations are taken before tax from your gross pay so your donation could be worth up to 45% more.

Is there a minimum or maximum amount I have to give?

No, there's no upper or lower limit, however we recommend you give a minimum of £5 per month.

How much does the Trust receive?

As a UK tax payer, donations made through your pay are deducted before tax is calculated. For example, if you are a basic tax rate payer and you donate £10, as your donation is taken before tax, the £2.00 you would have paid in taxes is donated to the Trust. It actually cost you less to give more!

Your Monthly donation	MSA Trust receives	Cost to you (20% tax)	Cost to you (40% tax)
£5	£5.00	£4.00	£3.00
£10	£10.00	£8.00	£6.00
£15	£15.00	£12.00	£9.00
£20	£20.00	£16.00	£12.00

How do I donate to the Multiple System Atrophy Trust through my pay?

Contact your HR or finance department, and tell them you would like to donate to the Trust via payroll giving. Tell them how much you'd like to give per month. They will need our full contact details – our address is: Multiple System Atrophy Trust, 51 St Olav's Court, Lower Road, London SE16 2XB. Our registered charity number is 11137652 and our telephone number is 0333 323 4591.

Once you have instructed your HR/finance department, they will make the deductions and forward it to the Trust via a registered payroll giving agency, such as The Charities Aid Foundation.

Most employers now operate payroll giving schemes. However, if your company does not have a payroll giving scheme in place, please let us know and we will support them in getting registered.

What is Matched Giving?

Some employers will donate towards their employees' fundraising efforts (matched giving) for charities, so check if your employer does. If they do it will apply to payroll giving also. For example, some employers will offer £ for £ matching and others will match a percentage of your donation. Whichever matching criteria your employer chooses, it will be a great source of income for the Trust.

We rely entirely on donations, of which legacies are a vital part. Please consider remembering the Trust in your Will.

Patrons: Sir Roger Bannister CBE FRCP and Professor C. J. Mathias DPhil DSc FRCP

The Multiple System Atrophy Trust is a charity registered in England as a limited company.

Company Registration No: 7302036. Registered Charity No. 1137652 (England & Wales) and SC044535 (Scotland)

How long does it take to set up?

It can take up 4 weeks to see your first deduction.

Can donations be anonymous?

You can of course give anonymously to the Trust, but this will mean that we are unable to thank you or keep you informed of our work. To ensure we are able to contact you, we would appreciate you letting us know when you have set up your payroll giving arrangement. You can do this by emailing fundraising@msatrust.org.uk or calling us on 0333 323 4591.

How do I know you've received my donation?

Provided we have your contact details, we will write to thank you and your donation will also appear on your pay-slip. We may also send you updates on our work if you have told us you're happy to receive these.

How do I cancel my donation?

Just tell your HR/finance department directly. You can also let us know by calling us on 0333 323 4591 from Monday to Friday 9am–5pm.

What happens if I leave my job?

Your donation automatically stops when you leave your job. If you tell us you're moving jobs, we can help you set up your donation at your new employer.

Can I still give through my pension?

Yes, if you receive an occupational pension and your pension provider deducts tax through the PAYE system, you are still eligible for the scheme. Ask your occupational pension provider to make a donation from your pension before tax has been deducted.

Is there an administration fee?

Yes, but only a small one. Your employer will use a payroll giving agency to send your donation to us. The payroll giving agencies are charities that charge a small fee to cover their operating costs. Some employers pay this fee on your behalf so we receive your full donation. If your employer doesn't pay the fee, the payroll giving agent will deduct it from your donation before passing it on to us. This will be between a 2% and 4% charge.

I pay tax at the higher rate of 40% or 45% – how does this affect my donation? If you are a higher rate tax payer your donation will actually cost you less. Please see the Table above.

What is the Payroll Giving Quality Mark?

The Payroll Giving Quality Mark is available to organisations of all sizes that operates the scheme. Employers signing up to offer staff the opportunity to donate from their pay is given an Award, including a certificate and the use of the Quality Mark logo and rewards those that achieve a level of participation rates with Bronze, Silver or Gold Awards. The Quality Mark scheme will allow employers who offer payroll giving to staff to publicly demonstrate their commitment to good causes, substantially increasing the visibility of Payroll Giving and their Corporate Social Responsibility programme throughout the UK.

Who can I contact for more information?

You can email us at fundraising@msatrust.org.uk or call 0333 323 4591 from Monday to Friday 9am–5pm.

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