

As part of your grant application, you are often asked to provide a value for in-kind donations (e.g. goods) as well as volunteer labour.

Sometimes the grant maker will provide a value for you to use for volunteer labour (e.g. \$30 per hour). If an amount for volunteer or pro-bono labour is provided by the grant maker, you must use that.

Otherwise you need to do your own calculations. The Australian Bureau of Statistics provides updated figures on average weekly earnings. This information is released twice a year.

You can use that to calculate the average hourly rate, which can then be used as a calculation for the value that volunteers add to your project.

For example:

Average weekly earnings (\$1,659)² divided by a 40-hour week = \$41.47 per hour

This is the figure you can use for your project budgeting. Please check the ABS website for the most up to date information.

To calculate the value of volunteer work for a project, you need to estimate:

- Number of volunteers
- Number of hours to be worked
- Hourly rate as per the ABS calculation.

If your project requires skilled labour that will be provided voluntarily, you can use the volunteer's normal hourly rate. This includes professional skills, as well as trade skills. Aside from asking the volunteer their normal hourly rate, you can search the ABS for average wages for that profession, or use the PayScale website payscale.com/research/AU/Country=Australia/Salary.

Tips:

- Provide information in your application about how you calculated the volunteer value. Make a note of that calculation and keep it with your application papers. Sometimes grants are awarded many months after the application date. Good record keeping in your organisation means that others are aware of the calculation and can account for that amount in the project acquittal.
- Don't inflate your figures.
- If there is no mention of in-kind donations or volunteer labour in the grant budget, call the grant maker and check whether this can be costed into your budget.
- Keep a record of volunteer hours worked on the project – this will help acquitting the funding.

For more information

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¹ This guide was developed from several sources:

The Funding Centre fundingcentre.com.au/help/valuing-volunteer-labour

Flexible Living Volunteering Service flexilivingvolunteer.org.au/wp-content/uploads/2019/07/Knowing-your-volunteers-value.pdf

² From ABS 6302.0, Average Weekly Earnings, Australia, Nov 2019, November 2019