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# Changes in reporting requirements for not-for-profits

Prepare early for the new annual reporting requirement.

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If your not-for-profit has an active Australian business number (ABN), you need to lodge a *NFP self-review return* to access income tax exemption. Lodgments are required to be made from the 2023–24 income year onward.

The *NFP self-review return* will guide you to consider your organisation's purpose and activities against specific requirements of an **Who needs to lodge**. This will assist you to determine the basis for which you self-assess as income tax exempt, and report this to the ATO. While you need to report using the self-review return, you won't pay tax on your income unless you are a taxable not-for-profit.

You can lodge the *NFP self-review return* for the 2023–24 financial year anytime between 1 July and 31 October 2024. It can be submitted online through *Online services for business*, or a registered tax agent using *Online services for agents* if authorised to lodge on your behalf.

## Get ready for annual reporting

To get your not-for-profit ready to lodge an annual self-review return, the organisation's <u>principal authority</u> C needs to:

- check the organisation's contact details are up to date, including ABN registration details
- review the organisation's main purpose and its governing documents
- set up a myID 🗳 with either a Standard or Strong identity strength
- link myID to the NFPs ABN in Relationship Authorisation Manager (RAM) so you can access *Online services for business*.

## Who does not need to report

A government entity or a charity registered with the Australian Charities and Not-for-profits Commission (ACNC) are **not required to lodge** an NFP self-review return. Charities already lodge an annual information statement to the ACNC each year.

Similarly taxable not-for-profits are not required to lodge, as they already lodge an income tax return or notify us of a return not necessary each year.

Annual reporting is central to providing the community an assurance that only eligible not-for-profits access an income tax exemption.

## **More information**

Don't forget to check back to regularly updated guidance at ato.gov.au/NFPtaxexempt.

Subscribe to our monthly **Not-for-profit newsletter** for the latest tax and super news, as well as tips and advice, sent directly to your inbox.

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If you follow our information and it turns out to be incorrect, or it is misleading and you make a mistake as a result, we will take that into account when determining what action, if any, we should take.

Some of the information on this website applies to a specific financial year. This is clearly marked. Make sure you have the information for the right year before making decisions based on that information.

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