

MAY 2023

INTRODUCTION

Adara Development is committed to ensuring that we accurately represent our activities to all of the people we work with, our donors, our partners and the general public.

PURPOSE

This policy provides a framework to ensure that Adara Development and our partners:

- understand the distinction between Aid and Development Activities and Non-Aid and Development Activities;
- ensure that funds raised by or provided to Adara Development (Adara Development Funds) are never used for Non-Aid and Development Activities; and
- operate in a way that is consistent with the relevant objectives and requirements of the Australian Council for International Development (ACFID).

KEY CONCEPTS

When we refer to **Aid and Development Activities**, we mean activities undertaken to reduce poverty and address global justice issues via direct engagement through community projects, emergency management, community education, volunteer sending, provision of technical and professional services and resources, environmental protection and restoration and respect for human rights.

When we refer to **Non-Aid and Development Activities** we mean:

- evangelical activities, which are activities that promote a particular religious adherence or are undertaken with the intention of converting individuals or groups from one faith and/or denominational affiliation to another; and
- partisan political activities, which are activities associated with facilitating or supporting specific political individuals to gain power. This does not include advocacy, which is aimed at persuading and influencing decision makers and opinion leaders, and is not aimed at promoting partisan and political objectives.

SCOPE OF POLICY

This Policy is intended to apply to all activities of Adara Development. It applies to all:

- entities which together comprise Adara Development;
- directors, trustees, employees, volunteers and secondees of Adara Development, and
- partner organisations of Adara Development.

BACKGROUND

The Development Philosophy of Adara Development provides, relevantly, that:

- We are not activists or lobbyists.
- We are non-political and non-religious.
- To ensure our independence, we do not take money from governments or give money to governments.

We therefore never undertake, or partner with organisations which undertake, Non-Aid and Development Activities using Adara Development Funds.

As an ACFID member, Adara Development is committed to ensuring, consistently with the ACFID Code of Conduct, that funds and other resources designated for the purpose of Aid and Development Activities are not used to promote a particular religious adherence, to support a particular political party or promote a candidate or organisation affiliated to a particular party.

HOW WE IMPLEMENT THE POLICY

Adara Development ensures that it and its partners can differentiate between Aid and Development Activity and Non-Aid and Development Activity.

Particular implementation steps include the following:

- Adara Development staff appraise all project proposals to determine whether they include Non-Aid Development Activities;
- Adara Development staff record any issues, which must then be followed up, to ensure that the requirements of this Policy and the ACFID Code of Conduct are satisfied before the project is approved;
- Adara Development staff record, where relevant, any aspects of the project that should be closely monitored over the life of the project to ensure compliance with this Policy and the ACFID Code of Conduct;
- communication with new partners will clearly state Adara Development's position on Non-Aid and Development Activities;
- partners will receive a copy of this Policy;
- all new partnering agreements include clear definitions of Aid and Development Activities and Non-Aid and Development Activities. Partnering agreements in force as at the implementation of this Policy will, upon renewal, be amended to include such clear definitions;
- partnering agreements impose the following obligation on our partners:
 "The Partner agrees that none of the funds, equipment or other goods provided by Adara Development will be used for evangelistic or missionary activities or partisan political activities in any form.";
- where any partner does engage in activities that are classified as Non-Aid and Development Activities, it is expected that the partner will take appropriate steps to separate these activities from its Aid and Development Activity and be able to demonstrate that they are separated not only in expenditure, but also in programming, reporting, fundraising, advocacy campaigns, communications and choice for donors;
- comprehensive budgets are prepared for each project, which identify in detail the activities which Adara Development Funds can be used for;
- partners provide comprehensive reporting against budget, allowing Adara Development staff to ensure that Adara Development Funds are not applied to Non-Aid Development Activities.
- guidelines are in place that address appropriate reporting in organisational promotional materials;
- communications materials are reviewed prior to publication to ensure that they are consistent with our approach, that we do not fund Non-Aid Development Activities.

Date of Policy: May 2023

Next review date: May 2026