



## NON-DEVELOPMENT ACTIVITY POLICY

Date of Approval: February 2nd 2023

Version: 2

Review Date: February 2nd 2024

Policy Type: Board Policy

## Review History Table

A Liquid Future's Non-Development Activity Policy will be reviewed annually. Some circumstances may trigger an early review, this includes but is not limited to legislative changes, organisational changes, incident outcomes and other matters deemed appropriate by the Board and/or Chief Executive Officer. A Liquid Future retains records to document each review undertaken. Records may include minutes of meetings and documentation of changes to policies and procedures that result from a review.

Revised on	Version	Date of Approval	Approved by	Content reviewed/ Purpose
28/01/2023	1	14/12/2020	ALF Board	Policy Revised
	2	02/02/2023	ALF Board	Policy Revised

A Liquid Future is committed to pursuing our development objectives in line with best practice and accurately representing our activities to the people we work with, our donors and the public.

A Liquid Future's Policy on Non-Development Activity is guided and informed by the following:

- Australian Council for International Development's (ACFID) Code of Conduct and Quality Assurance Framework, especially Commitment 7.3; Indicator 7.3.2; and General Definitions;
- A Liquid Future's Development Practice Policy;
- Australian Department of Foreign Affairs and Trade's (DFAT) Overseas Aid Gift Deduction Scheme (OAGDS) Guidelines.

## **Purpose**

The purpose of this policy is to guide A Liquid Future and our partners to clearly separate aid and development from non-development objectives and activities. This policy addresses A Liquid Future's ACFID compliance obligations when communicating with or soliciting donations from private donors, aid agencies, sponsors, supporters and the general public, including fundraising for restricted and unrestricted purposes.

## **Scope**

This Policy applies to all A Liquid Future's activities and to all A Liquid Future's employees and volunteers. The policy also extends to A Liquid Future's partners and associated implementing organisations.

## **Background**

A Liquid Future is a development organisation that works to significantly improve educational standards, gender equity, the state of marine ecosystems, self-confidence and access to technology for remote coastal communities located near surfable waves. A Liquid Future is a secular organisation and does not engage in or support any religious or evangelical activities and is not linked to any political party.

## **Definitions**

### **Aid and Development Activity**

Aid and development activity can be distinguished by the following principles that inform A Liquid Future's development programme standards set out in A Liquid Future's Development Policy:

- gives priority to the needs and interests of the people being served;
- encourages self-help and self-reliance among beneficiaries and thus avoids creating dependency;

- involves beneficiary groups to the maximum extent possible in the design, implementation and evaluation of projects and programmes;
- is based on an understanding of the history and culture of the people served;
- supports the economic and environmental sustainability of beneficiary communities and groups;
- respects and fosters internationally recognised human rights, both socio-economic and civil-political; and enhances gender equity, peace-building, and civil society;
- seeks to recognise and advance the dignity of beneficiaries in all activities undertaken and to operate independently of any religious or political affiliation, while respecting diversity of race, gender, ethnicity, age, religion, and political affiliation.

### **Non-Development Activity**

A Liquid Future defines Non-Development Activity according to the AC-FID Code of Conduct: "*Includes activity undertaken to promote a particular religious adherence or to support a particular party, candidate or organisation affiliated to a political party*", and also extends this definition to include welfare.

### **Evangelical activities**

Evangelical activities are those 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.

### **Partisan political activities**

Partisan political activities are those that are 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 political objectives.

### **Recognised Development Expenditure (RDE)**

Recognised Development Expenditure (RDE) is the annual eligible expenditure of a Non-Government Organisation (NGO) using contributions from the Australian community. Eligible expenditure is for the NGO's own development assistance, activities overseas and development education in Australia. Eligible contributions include donations of cash, gifts-in-kind and volunteer services.

## **Community Capacity Building**

“Capacity building has typically been defined as the development and strengthening of human and institutional resources. It is acknowledged that the process needs to go beyond the public sector, as it is also influenced by entities in the private sector including commercial enterprises and nongovernmental organisations. The United Nations Development Programme defines capacity as "the ability to perform functions, solve problems, and achieve objectives" at three levels: individual, institutional and societal.” World Health Organisation definition.

## **Policy Statement**

A Liquid Future is a secular organisation, and does not provide support for non-development activities, including evangelical activities, partisan political activities, or welfare.

A Liquid Future is committed to ensuring that funds and other resources designated for the purpose of development are used only for those purposes.

A Liquid Future will have a clear separation between development and non-development objectives and activities. This separation will be clear in all fundraising, programme design and related activities in public communications and in all reporting including annual reports.

Funds raised for development purposes will not be used to exploit people and communities who are vulnerable and will not place any conditions or obligations on recipients in terms of non-development, religious or political outcomes that would affect their access to services being offered.

Should there be any components of partner programmes which involve evangelical or partisan political activities, these will be promoted and accounted for separately.

Any fundraising solicitations that include references to both development and non-development activities will provide donors with the choice of contributing to aid and development activity only.

A Liquid Future will ensure that any such separation in fundraising, programmes and other activities, in public communications and in reporting extends to partner and implementing organisations and is documented.

Partner agreements (MoU or equivalent) will require the partner to agree that A Liquid Future’s funds designated for development purposes will not be used to fund any non-development activity.

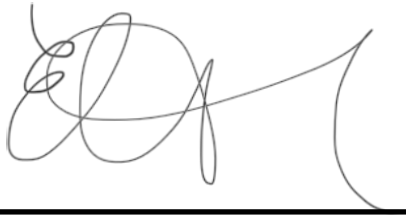
Ongoing dialogue between A Liquid Future and its partners will reinforce the definitions of development and non-development activity and the need for separation between development and non-development activity.

Non-development activities are NOT considered to be Recognised Development Expenditure, nor acceptable for receipt of funding derived from Tax Deductible gifts.

### **Policy in Practice**

1. The Chief Executive Officer will appraise all project proposals to determine whether they include non-development components.
2. Any issues will be noted and then be followed up to ensure that the policy requirements are satisfied before the project is approved.
3. Appraisers record any aspects of the project that should be closely monitored over the life of the project to ensure compliance with this policy.
4. Partner capacity assessment processes require A Liquid Future to identify whether the partner is engaged in non-development activities, and if so, how it is able to manage and account for them separately to aid and development activity.
5. Components of projects that represent non-development activity will be managed, reported and accounted for separately to development components.
6. In-country project monitoring will include, where relevant, monitoring of the separation of non-development activities from development activities.
7. A Liquid Future's Communications, Media and Fundraising Policy will address appropriate reporting in organisational promotional materials.
8. All articles, website or social media material, photos or video will be reviewed for differentiation between development and non-development activities.
9. Communication with new partners will state A Liquid Future's position on support for non-development activity.
10. A Liquid Future's partners will receive a copy of this policy, where they would not reasonably be believed to already be committed to the same or equivalent principles and procedures (for example, organisations which are not already DFAT Accredited, or signatories to the ACFID Code of Conduct).
11. A Liquid Future's partner agreements - Memorandum of Understanding (MoU) or equivalent - will include clear definitions of aid and development activity and non-development activity.
12. Confirmation of internal compliance with this policy will be undertaken at least once annually.

13. Introduction of this policy will be included in the induction process and will be read by all new staff.



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Elizabeth Grace Murray  
(CEO)



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Rory Gollow  
(Director)



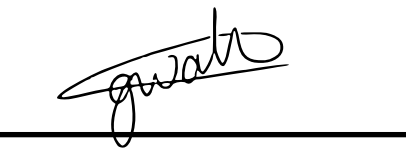
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