



## PARTNERSHIP GUIDELINES 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 Partnership Guidelines 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

## **Statement**

A Liquid Future is committed to ensuring that we engage with governments, institutions and organisations to achieve mutually agreed goals in human capacity building and development activities. The collaborative relationship with these partners will be characterised by mutual respect, transparency, accountability and by a commitment and openness to two-way learning and support.

## **Purpose**

The purpose of this policy is to provide a framework for engagement for A Liquid Future and our partners on the nature of our engagements with other institutions and organisations. This policy addresses our ACFID compliance obligations when initiating and maintaining partnerships and working collaboratively for the purpose of achieving A Liquid Future's mission and vision.

This Policy applies to all partnerships A Liquid Future engages in. Moreover, this policy applies to all A Liquid's Board of Directors, staff and volunteers and extends to A Liquid Future's partners and associated implementing organisations within Australia or overseas.

## **Collaborating with partner organisations, governments and communities**

A Liquid Future establishes in-country partnerships with governments, educational institutions, sporting bodies, and development and conservation organisations and NGOs to achieve our aim of community capacity building, saving marine ecosystems, combating climate change and empowering girls in partnership with local communities.

Through partnerships and collaborative relationships, we increase the scope and scale of impact to communities.

A Liquid Future was born out of a collaborative process. Consequently we view all partnerships as mechanisms for realising positive, constructive, long term and sustainable impact through our model of co-design, implementation, evaluation and learning. Our values: trust, curiosity, reliability, accessibility, equity and determination, are at the basis of how all activities are carried out. We act with responsibility, honesty and transparency and consequently expect the same of partner governments and organisations that we engage with.

A Liquid Future's partners must comply with certain standards set by the ACFID Code of Conduct and may be required to comply with contractual obligations to DFAT. Wherever relevant, A Liquid Future will document how partners are held financially accountable in regards to use and reporting on finances, safeguarding of children, anti-terrorism policies and checks, sexual exploitation and abuse accountable, inclusion of persons with disabilities. A Liquid Future will also document that partners are responsible

for ensuring any subcontractors comply with those obligations to DFAT. Partners must document in written agreements with subcontractors how they will manage the subcontractors' financial accountability.

We see value in donor countries building coordinated partnerships where there is mutual accountability and a focus on development results. We also aim to deepen engagement with civil society and promote a culture of zero tolerance for corruption, sexual discrimination and child abuse.

A Liquid Future management and staff will:

1. Support carrying out adequate research to be confident that the potential partner organisation is suitable. Research will verify that the organisation is financially viable and:
  - has appropriate procedures to minimise the potential for fraud corruption;
  - has appropriate processes to prevent transmission of funds to terrorist organisations and criminals;
  - shares A Liquid Future's goals and understands A Liquid Future's vision, mission and values;
  - is considered legitimate, locally and legally registered where applicable;
  - has an accountable and democratic organisational structure and is financially transparent;
  - is open to being monitored by A Liquid Future and will be responsive to recommendations. A Liquid Future will also be open to being monitored by the partner;
  - does not discriminate based on age, gender, religion, ethnicity, physical or intellectual ability or political affiliation;
  - will not engage in evangelising or proselytising;
  - has sufficient human and financial resources to achieve desired partnership outcomes;
  - is accountable to communities and donors;
  - is not on the DFAT and National Security Australia lists of terrorist organisations and proscribed persons or entities;
  - abides by A Liquid Future's safeguarding of children requirements including signing the Child Protection Code of Conduct;
  - promotes greater equity within staff and community;
  - promotes equal participation of people with a disability or marginalised groups;
  - promotes gender equity.
  - has the capacity to manage and control funds including having appropriate financial systems.
  - partner has the capacity to apply the funds and resources in accordance with the promise to the donor, A Liquid Future's strategy, or A Liquid Future's specific instructions.
2. Formalise relations with partners, clearly identifying roles and responsibilities in a mutually accountable and respectful manner.
3. Ensure that partner contributions and mutually agreed outcomes are adequately documented and monitored.

4. Build partners' capacity so they can sustain their work and where partners do not have the capacity to meet organisational commitments for partnership we will support them to strengthen their systems and procedures to ensure that they meet national, and where relevant international, good practice standards.
5. Ensure that partner organisations comply with relevant policy requirements in any DFAT agreements.
6. Only enter partnerships that are compatible with local cultural needs and values, and which are aligned with A Liquid Future's mission, vision and values.
7. Clearly identify roles, responsibilities and guidelines to ensure the partnership remains mutually beneficial and effective in achieving agreed outcomes and take responsibility for ensuring roles, responsibilities and guidelines are agreed and documented when partnerships are established and that these are reviewed and adapted as partnerships evolve.
8. Ensure that partner organisations maintain environmental sustainability through safe practices which are in line with country guidelines.
9. Complies with all requirements of the ACFID Code of Conduct as required from time to time.

### **Partner Capacity Assessments**

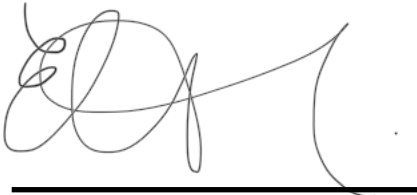
Sustainability is central to A Liquid Future's mission, fostering global citizens through co-designed educational programmes and by providing the right resources where there is a lack. Prior to the commencement of each project, A Liquid Future conducts a partner capacity assessment. The assessment ensures that the project to be conducted is meeting the needs of the partner country and partner organisation. The assessment also ensures that the project will address cross-cutting issues such as gender, people with disabilities, sexual exploitation, abuse, harassment and child protection. The information gathered through the capacity assessment is used to develop the project design.

### **Reviews**

Throughout each project opportunities are available to review project activities, implement recommendations and make changes to future projects. This review allows for ongoing collaboration and reflection by all partners.

### **Complaints**

A Liquid Future recognises the rights of individuals and partner organisations to lodge a grievance and have it resolved quickly and fairly. To enable A Liquid Future to conduct an investigation into a complaint, the organisation is reliant upon the in-country contact to liaise with the individual lodging the grievance. The involvement of an in-country contact in this process ensures the matter is handled sensitively and comfortably in line with cultural sensitivities. The in-country contact liaises with A Liquid Future's Executive Officer who (in line with the Complaint Policy) compiles a report and makes a recommendation to the Board.



Elizabeth Grace Murray  
(CEO)



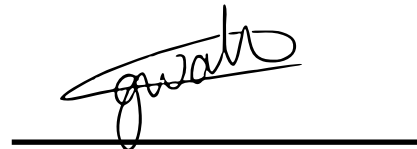
Rory Gollow  
(Director)



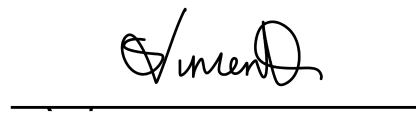
Blaise Hodgson  
(Director)



Keri Algar Cocks  
(Director)



Janiece Walker  
(Director)



Callum Vincent  
(Director)