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|--|--------------------------|--------------|
| <h2>AVI Non-Development Activity Policy</h2>                   | Effective date           | October 2023 |
|  | Next review date         | October 2025 |
|  | Sponsor                  | CEO          |
|  | Board committee          | FARM         |
| <b>Level / Class</b><br><br><b>Corporate      Organisation</b> | Approval / authorisation | Board        |

### 1. PURPOSE

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

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

The purpose of this policy is to outline AVI’s commitment to ensuring a clear separation between development and non-development objectives, activities and the funding of any such activities.

AVI has a clear separation between aid and development and non-development objectives and activities. This separation is clear in all fundraising, program designs and related activities in public communications and in all reporting including the annual report.

### 2. SCOPE / PERSONS AFFECTED

The policy applies to all AVI operations and activities and impacts the AVI Board, Organisational Leadership Team, all other employees (including contractors), program participants, and funding and development partners.

As such, all directors, employees, contractors, program participants and partners should be aware of and comply with this policy.

Appropriate consultation (tick for ‘yes’, otherwise leave blank)

### 3. PRINCIPLES

AVI is an independent, secular, not-for-profit development organisation that works for a peaceful, sustainable and just world by partnering with people to achieve the positive change and development goals they seek.

AVI does not engage in or support any evangelical activities and is not linked to any political party. In some instances AVI partners with local faith-based organisations on the basis that their delivery is

without evangelising, proselytising or making participation conditional on conversion or adherence to a particular religious denomination. It also partners with advocacy organisations from time to time on the basis that their activities are not in support of a political party or candidate.

At the heart of our approach to development volunteering is:

- a commitment to instigating and contributing to processes of long-term, culturally appropriate, respectful and effective capacity development, through establishing and maintaining ethical, reciprocal and respectful relationships with the communities, organisations and others who have invited AVI to enter into a partnership;
- the exchange of skills and knowledge, particularly concerning appropriate development, good governance and civil society, but also on more personal and philosophical levels between volunteers, as representatives of the Australian community, and the people of host countries;
- the integration of the rich cross-cultural experiences and understandings gained by volunteers into the culture and life of Australian communities upon their return, thus contributing to positive global transformation.

#### **4. POLICY**

This policy outlines the distinction between development activity and non-development activity and appropriate treatment of each. Non-development activities are those which include proselytising, welfare and partisan political components. Definitions of these terms are listed in Section 6.

##### ***4.1 Proselytising Activities***

AVI upholds the right of an individual to choose and practice their faith.

AVI is non-sectarian and does not implement or fund program activities that are religious in nature and are designed to persuade people to join a particular religious faith.

Where AVI provides funds to religious institutions or religiously affiliated groups, AVI requires that religious activities undertaken by the group be clearly differentiated from the activities funded by AVI. This includes the need for separation in programming, expenditure reporting, fundraising, advocacy campaigns, communications and choice for downstream partners who receive AVI funds. This need for separation is addressed through AVI's agreements with partner organisations, clearly setting out AVI's requirements and expectations.

##### ***4.2 Partisan Political Activities***

AVI upholds the right of an individual to participate in political activities.

AVI is non-partisan and does not implement or fund program activities that further a particular political adherence, endorse any party, promote a candidate or organisation affiliated to a political party or those that involve partisanship.

AVI also recognises that political processes are an important part of the development process. Accordingly, AVI seeks to promote and may advocate for:

- good governance
- democratic, political participation by communities with whom we work
- civic and political awareness campaigns policies and practices of governments and political parties which benefit poor and marginalised people and uphold basic human rights for all.

In this regard, AVI may partner with politically affiliated groups, organisations and institutions, in Australia or overseas, to achieve these non-partisan objectives. Where AVI provides funds to a political institution or politically affiliated groups, AVI will require that any such political activities undertaken by the group be clearly differentiated from the activities funded by AVI. This includes the need for separation in programming, expenditure reporting, fundraising, advocacy campaigns, communications and choice for donors and partners. This need for separation will be addressed through AVI's agreements with partner organisations clearly setting out AVI's requirements and expectations.

## **5. POLICY IN PRACTICE**

### 5.2.1 Grant Fund Programming:

- All grants will be vetted against due diligence standards by relevant staff. This is undertaken to ensure alignment with development activity guidelines
- Any proposals deemed non-development activities will not be funded
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- Communication with new partner organisations receiving grant funding states AVI's position on not supporting non-development activities and includes clear definitions of aid and development activity and non-development activity.

### 5.2.2 Communications, Advocacy materials and Fundraising:

- AVI raises funds for development activities and the systems used to support these activities.
- Communication material produced from any party is screened against the ACFID Code of Conduct and the ACFID Fundraising Charter to ascertain whether the material is communicating development content
- Fundraising materials focus on development content and comply with the Fundraising Institute of Australia (FIA) guidelines.
- Financial and non-financial reporting systems are utilised for fundraising for development activities

### 5.2.3 Expenditure reporting:

- AVI Annual Reports include a summary of income and expenditure and overall financial health
- Financial reports clearly state the amount spent on public fundraising and administration and provide a basis for validating AVI's development expenditure

### 5.2.4 Partner Organisations:

- Communication with new partner organisations applying for grants states AVI's position to not financially support non development activities
- Partner organisations must agree to the use of grant funding for development purposes only
- When developing position descriptions, partner organisations must agree that volunteers cannot work on non-development activities.

**6. DEFINITIONS**

|                                 |   |
|---------------------------------|---|
| <p><b>Development</b></p>       | <p>Development seeks to improve the conditions of communities in a sustainable way. It is based on working with communities, rather than on behalf of communities. Development is a process where a community of people work together to break the cycle of poverty and dependence so that their fundamental needs are met and the quality of their lives is enhanced. Development activities seek to address the root causes of the need identified and in doing so, make a contribution to reducing that need in the long term.</p> |
| <p><b>Partisan Politics</b></p> | <p>Partisan political activities are those that are associated with facilitating or supporting a specific political party or candidate to gain power or to support organisations affiliated with a political party. 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.</p>  |
| <p><b>Proselytising</b></p>     | <p>Proselytising 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.</p>  |
| <p><b>Welfare</b></p>           | <p>Welfare is assistance to maintain people in a particular condition on a long term basis, such as institutionalised care programs as provided by orphanages, homes for the elderly, support to the elderly, support to people with disability or the provision of food for the destitute. Usually, it is provided on an individual basis and is unconnected to emergency needs. In the main, beneficiaries of welfare are not engaged in activities which may lead to rehabilitation or to more sustainable development goals.</p>  |

**7. RESPONSIBILITIES**

**AVI Board and Quality and Governance Committee:**

Hold CEO accountable to this policy.

**CEO and Organisational Leadership Team:**

Ensure that AVI’s position with respect to evangelising, proselytism and partisan politics is clear and that AVI’s programs and projects, advocacy, campaigns and other activities are not inadvertently funding or supporting proselytising, partisan political or welfare activities.

**Senior Managers and Team Leaders:**

- Promote awareness and understanding of the policy to AVI employees, program participants, partners and allies;
- Ensure that employees are held accountable to the policy;
- Ensure that employees have sufficient knowledge, skills and resources to support policy implementation; and

- Promote the use of program management systems like the appraisal process, regular monitoring, partner agreements, and regular partner reporting to ensure that activities along religious, partisan political or terrorist lines are not inadvertently included in AVI's programs.

## 8. PROCEDURES / GUIDELINES (OPTIONAL FOR POLICY DOCUMENTS)

- [Guidance on Separation of Development and Non Development Activities](#)

## 9. REFERENCES

- ACFID Code of Conduct
  - Commitment 7.3.2 – Member development initiatives consistently demonstrate the separation of development and non development activities
- DFAT ANCP Manual <http://dfat.gov.au/about-us/publications/Documents/ancp-manual.pdf> relevantly 4.2: Political, Religious or Welfare Activities;

## 10. EVALUATION AND PERFORMANCE MEASUREMENT

AVI appraises all project activities to determine whether they include non- development components.

## 11. REVISION HISTORY

| Date           | Revision Number | Change(s)  | Reference Section(s) |
|----------------|-----------------|--|----------------------|
| 20 Feb 2008    | 0               | New policy   |                      |
| Aug 2018       | 1               | Review and removal of Child Protection (now contained in its own policy) and Welfare (no longer part of AVI operations) sections, and to reflect the requirements in AVP contract. References and affiliated policies updated. |                      |
| Dec 2020       | 1.1             | Statements on separation of development and non development activities added   | 5.1, 5.2             |
| Oct 2021       | 2               | Removal of terrorism section<br>Policy re-named to 'AVI Non Development Activity Policy'   |                      |
| September 2023 | 2.1             | Full review – minor edits throughout policy  |                      |