CLAN Non-Aid and Development Activities Policy

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1. Introduction

CLAN is an organisation focused on long term sustainability and community development in resource poor settings to support children with chronic health conditions. CLAN is a secular organisation and does not engage in or support any non-development activities including welfare, evangelical or political activities.

2. Purpose

The purpose of this policy is to guide CLAN and its stakeholders, partners, and any other third party, to clearly identify the separation between aid and development, and non-aid and development objectives and activities.

This policy guides CLAN's communication and solicitation of donations from private donors and the public. This includes fundraising for restricted and unrestricted purposes from aid agencies, sponsors and supporters and fundraising from the general public.

3. Scope

This policy is intended to apply to all CLAN activities fundraising, programs and other activities, in public communication and in all reporting including annual reports. The policy is applicable to all CLAN employees and volunteers. The policy also extends to CLAN partners and associated implementing organisations.

5 Definitions

Term	Definition
Aid & development	Refers to activities undertaken in order to reduce poverty and address global justice issues. In the non-government organization sector, this may occur through a range of engagements that includes community projects, emergency management, community education, advocacy, volunteer sending, provision of technical and professional services and resources, environmental protection and restoration, and promotion and protection of human rights.
Non-aid	Non-aid refers to limitations on the use of funds by NGO's. A NGO is not permitted to use government funding for welfare, religious or political purposes or activities. These are to be identified separately if the organization is involved in such activities.
Humanitarian aid	Is a rapid intervention designed to save lives, alleviate hardship, and get disaster victims back on their feet. Development aid is an effort to help people in their efforts to lift themselves out of poverty and develop further.

6. Policy

CLAN is a secular organization that primarily applies a strategic framework for action to achieve long term sustainability and community development in resource poor settings. CLAN is not affiliated with any welfare, religious or political entity.

If CLAN were to be involved in non-aid activities, CLAN will ensure there is a clear separation between aid and development and non-aid and development objectives and activities, programming, expenditure reporting, fundraising, advocacy, communications, and choice between development and non-aid development activities for donors and partners involved in a project. Donors would be informed that donations to non-development activities are not tax deductible.

CLAN is resolute in ensuring that funds and other resources appointed for non- aid and development are used for these purposes only, and will report accordingly. CLAN's efforts are founded on a rights-based, community development model that provides a strategic framework for action (the Five Pillars) to help children who are living with chronic health conditions in resource-poor countries. CLAN applies it decision making framework when making determinations about projects.

CLAN's Mission is to support both also short-term and longer-term sustainable development projects in developing countries that are designed to provide development aid to:

I. Work collaboratively with local communities or agencies based on the needs of those communities;
II. Promote continuous improvement and wellbeing of children and families in those communities

CLAN is committed to adhering to the ACFID Code of Conduct, Quality Principles and Commitments 2017 (see Annexe 1).

7. Procedures

CLAN's fundraising solicitations will include references to both aid and development and non-development activities if both are proposed, and will provide donors with the choice of contributing to either or aid or development activity only.

CLAN will ensure that any such separation will be clear in all fundraising, programs and other activities, in public communications and in all reporting, including annual reports.

CLAN will appraise, record any issues and follow up to compliance to the policy.

CLAN will ensure that this policy also extends to partners who are involved in programs or projects involving fundraising, activities, public communications and reporting or any other related activities.

Partner agreements will include reference to the requirements for definitions and separation of non-development activities. Partner assessment prior to formalising an agreement will require the partner to identify any engagement with non- development activities, and if so engaged, how the partner will account for aid and development activity separately.

8. Compliance

I. CLAN will provide training for its governing body, employees and volunteers, partners and any representatives to distinguish between development and non-development activities
II. CLAN will take immediate action where required to ensure compliance with separation of development and non-development activities
III. In situations where a partner may engage in non-development activities, these are not to be included in any CLAN program or activity undertaken with a partner. Any non-development activities must be reported separately as evidence that they are not included in any CLAN programs or activities.
IV. CLAN's fundraising materials and activities are for non-aid development purposes only and where required, CLAN will provide training on the need for separation of non-development activities.
V. Expenditure reporting will clearly show funds are used for development purposes only.

A review of compliance will be undertaken annually.

Associated Documents
Counter-Terrorism Policy
Fundraising Policy
Financial Impropriety Risk Management Policy
Financial Management Policy
Project Design, Monitoring and Evaluation Policy
Risk Management Policy

Reference
ACIF Code of Conduct 2024

Annexe 1

ACFID Code of Conduct: Quality Principles and Commitments

Quality Principles	Commitment
1. RIGHTS, PROTECTION & INCLUSION Development and humanitarian responses respect and protect human rights and advance inclusion	1. We respect and protect human rights. 2. We respect and respond to the needs, rights and inclusion of those who are vulnerable and those who are affected by marginalisation and exclusion. 3. We support people affected by crisis. 4. We advance the safeguarding of children.
2. PARTICIPATION, EMPOWERMENT & LOCAL OWNERSHIP Development and humanitarian responses enable sustainable change through the empowerment of local actors and systems.	1. We promote the participation of primary stakeholders. 2. We promote the empowerment of primary stakeholders. 3. We promote gender equality and equity. 4. We promote the empowerment of people with disabilities. 5. We promote the participation of children
3. SUSTAINABLE CHANGE Development and humanitarian responses contribute to the realisation of sustainable development.	1. We seek durable and lasting improvements in the circumstances and capacities of primary stakeholders. 2. We contribute to systemic change. 3. We promote environmental stewardship and sustainability
4. QUALITY AND EFFECTIVENESS Development and humanitarian organisations and responses are informed by evidence, planning, assessment and learning.	1. We articulate clear strategic goals for our work. 2. We analyse and understand the contexts in which we work. 3. We invest in quality assessment of our work. 4. We reflect on, share and apply results and lessons with stakeholders.
5. COLLABORATION Development and humanitarian responses are optimised through effective coordination, collaboration and partnership.	1. We respect and understand those with whom we collaborate. 2. We have a shared understanding of respective contributions, expectations, responsibilities and accountabilities of all parties. 3. We invest in the effectiveness of our collaborations and partnerships
6. COMMUNICATION Development and humanitarian organisations communicate truthfully and ethically.	1. We are truthful in our communications. 2. We collect and use information ethically.
7. GOVERNANCE Development and humanitarian organisations are governed in an accountable, transparent and responsible way.	1. We are not-for-profit and formed for a defined public benefit. 2. We meet our legal and compliance obligations. 3. We are accountable to our stakeholders. 4. We have responsible and independent governance mechanisms
8. RESOURCE MANAGEMENT Development and humanitarian organisations acquire, manage and report on resources ethically and responsibly.	1. We source our resources ethically. 2. We ensure that funds and resources entrusted to us are properly controlled and managed. 3. We report on the acquisition and use of our resources.
9. PEOPLE AND CULTURE Development and humanitarian organisations manage and support their people fairly and effectively.	1. We have the human resource capacity and capability to deliver our work. 2. We protect, value and support our people. 3. We manage our people effectively and fairly. 4. We enable our people to conduct themselves professionally and according to our stated values