

Development Policy

YWAM Medical Ships – Australia ensures that we and our partners can differentiate between development and non-development activity and communicate this appropriately to our stakeholders, donors and the public.

Below are procedures outlined to ensure we meet the obligations of the ACFID Code of Conduct to which we are a signatory.

Obligation 1: Signatory organisations will have a clear separation between development and non-development objectives and activities based on the definitions of development and non-development activities in the Quality Assurance Framework of the Code.

Procedures:

1. YWAM MSA will appraise all project proposals to determine whether they include non-aid and development components.
2. Appraisers will record any issues with the project proposals, which must then be followed up to ensure that the policy requirements are satisfied before the project is approved by the Management Committee.
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 identification of whether the partner is engaged in non-development activities, and if so, how YWAM MSA 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 aid and development components.
6. In-country project monitoring will include, where relevant, monitoring of the separation of non-development activities from aid and development activities.

Obligation 2: This separation will be clear in all fundraising, programs and other activities, in public communications and in all reporting including annual reports.

Procedures:

1. Guidelines are in place that address appropriate reporting in YWAM MSA's promotional materials.
2. All articles written by overseas project partners or photos supplied by partners for reporting materials are reviewed for differentiation between development and non-development activities.
3. Communications materials are reviewed prior to publication to ensure separation of reporting and fundraising for aid and development and non-development activities.

Obligation 3: Any fundraising solicitations that include references to both aid and development and non-development activities will provide donors with the choice of contributing to aid and development activity only.

Procedures:

1. Fundraising materials will be reviewed prior to publication to ensure that solicitations make a clear distinction between aid and development and non- development activities.
2. Where fundraising solicitations include references to both aid and development and non-development activities, they will be reviewed to ensure that donors are provided with the choice of contributing to aid and development activity only.

Obligation 4: Signatory organisations will ensure that any such separation in fundraising, programs and other activities, in public communications and in reporting, extends to partner and implementing organisations and is documented.

Procedures:

1. Communication with new partners will state the YWAM MSA's position on support for non-development activity.
2. Signatory partners will receive a copy of YWAM MSA's development policy.
3. The partner agreement Memorandum of Understanding (MoU) or equivalent will include clear definitions of aid and development activity and non- development activity.
4. The partner agreement (MoU or equivalent) will require the partner to agree that YWAM MSA funds designated for aid and development purposes will not be used to fund any non-development activity.
5. Special care is to be taken with media releases during election periods.
6. Ongoing dialogue between the YWAM MSA and its partners will reinforce the definitions of development and non-development activity and the need for a separation between development and non-development activity.

Policy Implementation and Review

Procedures:

1. YWAM MSA will review this policy on a regular basis, at least every two years.
2. Confirmation of internal compliance with this policy will be undertaken at least once annually.
3. Introduction of the policy will be included in the induction process, to be read by all new staff.
4. A workshop will be regularly organised to present the policy to staff and keep them updated on any changes.