



PALMERA

INNOVATING  
FOR SUSTAINABLE  
LIVELIHOODS



# Non-development activity Policy

Palmera

JUNE 2017, VERSION 2



## Overview

Palmera Projects (**Palmera**) is committed to ensuring that we accurately represent our activities to all of the people we work with, our donors, our sponsors, our partners and the general public.

Palmera implements projects that provide sustainable development for vulnerable communities; livelihood initiatives; and emergency relief in the form of water and sanitation. Palmera's areas of focus are families displaced by war in Sri Lanka and vulnerable sections of the community in Cambodia.

Palmera is committed to ensuring that funds and other resources designated for the purposes of aid and development will be used only for those purposes and will not be used to promote a particular religious adherence or to support a political party, or to promote a candidate or organisation affiliated to a particular party.

## Objectives and scope of Policy

This Policy provides guidance to our staff, our volunteers, our partners or anyone acting on our behalf to make a clear separation between aid and development and non-aid and development objectives and activities when communicating with or soliciting donations from private donors and the public.

The Policy applies to all Palmera fundraising programs and other activities and to all Palmera staff, volunteers and partners.

## Definitions

**Aid and development activities** are activities undertaken in order to reduce poverty through a range of activities in cooperation with the beneficiary community. Development activities include community projects, emergency management, community education, advocacy, volunteer deployment, the provision of technical and professional services and resources, environmental protection and restoration and the promotion and protection of human rights.

**Non-development activities** are activities that are not development activities. Non-development activities include the provision of financial or welfare handouts, which is defined by AusAID's NGO Cooperation Program Guidelines as follows:

*Welfare is designed as 'care and maintenance, other than refugee and emergency situations, which aims to maintain people in a particular condition on a longer-term basis. Substantial and broad impact on social and economic conditions in the community is not normally expected from welfare programs. Welfare is typically provided on an individual or family basis including home-based and institutional care programs, such as those provided by orphanages, homes for the elderly, hospices, support to the disabled, and the provision of food for destitute'.*



**Promoting a particular religious adherence** means undertaking activities with the intention of converting individuals or groups from one faith and/or denominational affiliation to another.

**Supporting a particular party, candidate or organization affiliated to a political party** means being involved in party political activities; using funds or resources to facilitate or support a specific political party, candidate or party political organization in a local, regional or general/national election, using funds or resources to facilitate or support a particular politician or faction to gain power within a government or within a party political structure.

**Sustainable development** is the development of a resource in a manner that meets the needs of the community but does not compromise the ability of future generations to meet their own needs.

### **Policy on aid and development activities**

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

Palmera implements aid and development projects which are those projects which seek to improve the conditions of communities in a sustainable way. These development projects are based on working with communities, rather than for or on behalf of communities. Palmera's aid and development projects are implemented within the framework of sustainable development, and consist of:

1. **Livelihood initiatives:** These are initiatives that provide a way of creating an income to meet the basic necessities of life that:
  - a. are not reliant on hand outs
  - b. are built on an individual's own skill base, leverage their own resources, utilise their own entrepreneurial spirit and preserve or enhance social and environmental capital
  - c. generate a regular stream of income sufficient to lift an individual, their family and ultimately their community out of the cycle of reliance.
2. **Emergency relief:** This is the provision of resources to people in distress to assist them in recovering from natural and manmade disasters.

Palmera differentiates its development projects from other projects by asking the following questions. Development projects are those that provide positive answers to these questions.

1. Is the project likely to lead towards some measure of independence for the beneficiaries?
2. Is there some degree of community ownership in the project?
3. Are the benefits of the project likely to outlast the period of support provided by Palmera?
4. If it is a water and sanitation development project, can the project lead to further livelihood initiatives?



## Policy on non-development activities

Palmera is a non-partisan, non-religious organisation which works for the benefit of communities regardless of gender, ethnicity, religious or political affiliations.

We acknowledge the difference between development and evangelism and development and politics. We do not use funds for projects that target groups on the basis of religious or political grounds or which seek to achieve a religious or political outcome. We do not use funds to establish religious institutions or political structures. These distinctions are clearly set out in our Organisational and Project Due Diligence forms and MOUs with partner NGOs.

## Compliance

This separation between aid and development activities and non-aid and development objectives will be clear in all Palmera fundraising, programs and other activities, in public communications and in all reporting including annual reports.

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 activities only.

Palmera ensures that we can differentiate between development and non-development activities and communicate this clearly in all public communications and in reporting.

## Obligation on partners

Project partners who enter into MOUs with Palmera must review and acknowledge this policy and confirm understanding of Palmera's policy on non-development activities.

	<b>Drafted By:</b>	<b>Reviewed By:</b>	<b>Approved By:</b>	<b>Next Review Date</b>
<b>Person</b>	Nivedha Thiru	Abarna Suthanthiraraj	Abarna Suthanthiraraj	9/4/2015
<b>Date</b>	8/04/2014	9/04/2014	9/04/2014	
<b>Person</b>		Sagar Sritharan	Abarna Suthanthiraraj	1/06/2019
<b>Date</b>	1/06/2017	1/06/2017	06/06/2017	