



## 1. Title of Policy

MITGF Non-Development Activity Policy.

## 2. Introduction

MIT Group Foundation Ltd (MITGF) is a not-for-profit, non-governmental organisation and a registered Australian Charity with the Australian Charities and Not-for-profits Commission (ACNC). MITGF undertakes activities that fall within the scope of its objects including relief and development activities in developing countries.

## 3. Purpose of the Policy

This Policy has been developed to provide a practical guide to ensure that the funds raised by MITGF for the purpose of aid and development activities, are only used for that purpose, and not be used for any non-aid and development activity.

This Policy will ensure that MITGF has a clear understanding of, and adopts practices which provide for, a clear separation between aid and development and non-aid and development activities.

MITGF acknowledges and adopts the obligations under the ACFID Code of Conduct, which requires that funds and other resources designated for the purpose of aid and development to 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.

## 4. Definitions

**Aid and development activity:** refers to activities undertaken in order to reduce poverty and address global justice issues. 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 and development activity:** includes activity undertaken to promote a particular religious adherence or to support a particular party, candidate, or organisation affiliated to a political party.

**Partner Organisation:** any organisation or person that MITGF works with, or is involved with, in connection with any relief or development programs or projects.

**Personnel:** Personnel are employed by MITGF, whether full-time, part-time, casual or on a voluntary basis.

## 5. Scope of the Policy

This Policy applies to all of MITGF's personnel and in connection with any of MITGF's aid and development activity.

## 6. Principles and Procedures

MITGF shall comply with the following obligations set out in Principle B.1.5 of the ACFID Code of Conduct:

- (1) *Signatory organisations will have a clear separation – through policy or guidelines – between aid and development and non-aid and development objectives and activities based on the definitions of aid and development and no-aid and development activity contained in Section F (Definitions) of the Code.*
- (2) *This separation will be clear in all fundraising, programs and other activities, in public communication and in all reporting including annual reports.*
- (3) *Any fundraising solicitations that include references to both aid and development and non-aid and development activities will provide donors with the choice of contributing to aid and development activity only.*
- (4) *Signatory organisations will ensure that any such separation in fundraising, programs and other activities, in public communication and in reporting, extends to partner and implementing organisations and is documented.*

MITGF shall only support programs which fall within the objects specified in the MITGF – being the provision of relief of poverty and distress of the poor and destitute in developing countries which may include:

- (a) building new schools;
- (b) providing funds for educational materials;
- (c) providing funds for teacher training;
- (d) providing funds for student scholarships;
- (e) providing vocational training for students;
- (f) providing other infrastructure;
- (g) building hospitals and/or medical centres;
- (h) providing operating capital for hospitals and/or medical centres to purchase medical equipment and supplies, and funds to pay for medical staff and ancillary staff;
- (i) providing funds for residential housing;
- (j) providing funds to purchase food and water; and
- (k) providing fund to purchase clothing

The objects specified in the MITGF Constitution do not support non-aid and development activity.

All programs, projects or proposals will firstly be assessed to ensure that they fall within the objects specified in the MITGF Constitution and to they do not include any non-aid and development activity.

All prospective partner organisations will be assessed to determine if they engage in any non-aid and development activity (such as the pursuit of a particular religion or partisan political activities). To the extent that a partner organisation engages in non-aid and development activity, MITGF shall ensure that the partner organisation has clear and documented procedures to ensure that designated funds provide for aid and development activity are managed and accounted for, and separated from, any non-aid and development activity.

MITGF shall monitor over the life of the program to ensure continued compliance with this Policy. Any issues or concerns shall be recorded and appropriate action taken to ensure that any funds designated for the purpose of aid and development activity are used for that purpose only and are separated from any non-aid and development activity.

Fundraising material materials will be reviewed prior to publication to ensure that solicitations fall within the objects of MITGF's Constitution and are for the purpose of aid and development activity only.

In the event that any fundraising activities include references to both aid and development activities and non-aid and development activities, MITGF shall provide donors with the choice of contributing to aid and development activity only.

In the event that MITGF engages in both aid and development activity and non-aid and development activity, MITGF shall ensure that a clear separation shall be maintained in all fundraising, programs, public communication and in all reporting.

MITGF shall ensure that its personnel are aware of this Policy through appropriate induction and training.

MITGF shall ensure that its partner organisation are aware of this Policy by providing a copy of this Policy.

## **7. Policy review**

MITGF's Non-Development Activity Policy will be reviewed on an annual basis, or as otherwise determined by the Board of Directors of MITGF.

### **Acknowledgements:**

- *ACFID Code of Conduct.*