



RAWCS Non-Development Activity Policy

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1. Introduction

1.1 *Who we are*

- 1.1.1 Rotary Australia World Community Service Ltd (RAWCS) is a registered charity with the Australian Charities and Not-for-profits Commission (ACNC). We back doing good by supporting and facilitating a broad range of humanitarian and development projects, both in Australia and in developing countries. RAWCS administers three Tax Deductible funds:
1. **Rotary Australia Overseas Aid Fund (RAOAF):** This fund supports efforts by Rotary Clubs, Rotary Districts and other partners to deliver humanitarian assistance in developing countries. RAOAF focuses on both sustained development and immediate disaster response, working collaboratively with communities to deliver impactful, sustainable projects to meet identified needs.
 2. **Rotary Australia Benevolent Society (RABS):** RABS supports Rotary Clubs, Rotary Districts and other partners to respond to specific community challenges within Australia. It offers an avenue for wider community involvement through tax-deductible donations. The Rotary Australia Compassionate Grants Projects within RABS uses matching funds from donations, such as those provided by Dick Smith's Trust, to assist Australians facing hardship.
 3. **Rotary Australia Relief Fund (RARF):** This fund is dedicated to responding to national appeals and efficiently disbursing funds to appropriate aid projects. RARF's focus is on mobilising rapid support during national crises, such as natural disasters, providing a structured channel for public generosity to be transformed into effective aid. This fund acts as a hub for contributions from both Rotary and non-Rotary sources, ensuring swift and effective aid delivery to disaster-affected areas.

1.2 *Purpose*

- 1.2.1 RAWCS distinguishes between development and non-development activities, ensuring that development activities focus on addressing root causes of disadvantage and promoting sustainable livelihoods, education, health, and infrastructure development.
- 1.2.2 The purpose of this policy is to guide our people and our partners to clearly separate relief, aid and development from non-development activities and ensure that development assistance and humanitarian aid is provided on a non-discriminatory basis.
- 1.2.3 This policy addresses our ACFID compliance obligations when communicating with, or soliciting donations from private donors and the public, including fundraising for restricted and unrestricted purposes from aid agencies, sponsors and supporters, and fundraising from the general public.

1.3 *Scope and Governance*

- 1.3.1 This policy applies to RAWCS and all of its administered funds and subsidiaries – referred inclusively within this policy as RAWCS.
- 1.3.2 This policy applies to all RAWCS staff, volunteers, Board members, committee members, suppliers and contractors. Within this policy all of these are represented by the term: “**our people**”.
- 1.3.3 The policy also extends to our partners and associated implementing organisations. It is intended to apply to all RAWCS activities.

1.4 Policy References

- ACFID Code of Conduct and Good Practice Toolkit for Compliance Indicator 7.3.2
- RAWCS Code of Conduct
- RAWCS Commitment to Human Rights, Humanitarian Principles and Racial Justice Statement
- RAWCS Fundraising Policy
- RAWCS Volunteer Policy
- RAWCS Communication and Transparency Policy
- RAWCS Complaint Handling Policy and Procedure
- RAWCS Whistleblower Policy and Procedure

2. Definitions

Term	Definition
Development and Humanitarian Initiatives	Activities undertaken in order to reduce poverty and address global justice issues. In the non-government organisation sector, this may occur through a range of engagements that includes community projects, humanitarian response and 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.
Partisan Political Activities	Defined as supporting or attempting to garner support for a political party, candidate or organisation affiliated to a political party. Examples include: • being involved in party political activities; • using funds or resources to facilitate or support a specific political party, candidate, or party-political organisation 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 political party structure.
Proselytising Activities	Defined as supporting or promoting a particular religious adherence. Examples include: • activities undertaken with the intention of converting individuals or groups from one faith and/ or denominational affiliation to another; • using funds to support religious clergy – e.g. priests, ministers, imams, nuns, monks, rabbis – outside of the context of delivering overseas aid activities; • using funds to construct or support the running of religious institutions or places of worship – e.g. temples, churches, mosques.
Welfare activities	Defined as care and maintenance, which aims to maintain people in a Particular condition on a longer-term basis. Welfare activities typically • are implemented independently of other sustainable community development activities; • include no strategy for integration into broader community development programs; • are provided on an individual or family basis, rather than on a community basis, and are unconnected to emergency needs; and • are implemented on a long-term basis with no clear exit strategy.

3. Statement of Commitment

- 3.1 RAWCS upholds the non-political and non-religious ethos of Rotary, focusing solely on humanitarian service without bias or affiliation to any particular political or religious agenda.
- 3.2 We are committed to not engaging in or supporting any evangelism or welfare activities and to not being linked to any political party or faith.
- 3.3 We are also committed to ensuring that funds and other resources designated for the purpose of aid and development are used only for those purposes.
- 3.4 We distinguish the concept of aid and development activities by the following principles:
 - strengths based approaches which encourage people and communities to create solutions for themselves;
 - processes that seek to address the causes of poverty;
 - processes that seek to empower rights holders to claim their rights and ensure that duty bearers exercise their duties; and
 - supporting systems and structures which enable people to move out of poverty.
- 3.5 We are committed to compliance and control measures aimed at regulating programming, expenditure reporting, fundraising, advocacy campaigns, communications, choice for donors, and partners to ensure that development activities are kept separate from any non-development activities.

4. Guiding Principles

- 4.1 Our commitment to this policy is guided by the following principles:
 - ensuring accurate representation of our activities to the people we work with, donors and the public;
 - ensuring that funds raised for aid and development purposes are not used to exploit people and communities who are vulnerable, and do not place any condition or obligations on recipients in terms of non-development, religious, or political outcomes that would affect their access to services being offered;
 - ensuring that there is no discrimination in the selection of participants in RAWCS funded programming, particularly on the basis of race, gender, ethnicity, sexual identity, political opinion, or religious affiliation;
 - using this policy to guide project and funding approval across our organisation; and
 - all our funded partners must adhere to the terms of this policy during the implementation of RAWCS-funded projects.

5. Application of the policy

- 5.1 RAWCS ensures that we and our partners can differentiate between development and non-development activity and communicate this appropriately to stakeholders, donors and the public.
- 5.2 Our development interventions must not discriminate on the basis of race, religion, ethnicity, indigeneity, disability, age, displacement, caste, gender, gender identity, sexuality, sexual orientation, poverty, class, or socio-economic status.

- 5.3 We will use neither our own funds or other donor or government funds to support any kind of partisan political, proselytising and/or welfare activities that are not directly related to relief or development programming.
- 5.4 The following criteria will be applied to all project activity:
- our partners have demonstrated an understanding of the difference between development and non-development activities;
 - we will not use political or religious preference or similar ideological discrimination either as a prerequisite to providing assistance or as an incentive for engagement in a project or program;
 - we expect every project/program partner to comply with these principles of operation and such ongoing compliance will be periodically monitored;
 - we will not fund, support, or facilitate projects or programs that can be construed as non-development activity
 - we will not use our funds or those of any other co-donor to support any kind of non-development activity; and
 - proposals submitted by implementing partners that have a disproportionate welfare component and are not clearly part of a larger community development program will be rejected.

6. Breach of the Policy

- 6.1 Breach of this policy constitutes an act of misconduct and is grounds for disciplinary action and/or termination of engagement with RAWCS.

7. Roles and Responsibilities

Roles	Responsibilities
National Board of Directors	• Approving this policy and holding the Chief Executive Officer (CEO) accountable to how effectively this policy is implemented.
CEO	• Ensuring this policy is communicated to our people and this policy is upheld. • Ensuring all our people are accountable to this policy. • Will inform the Board of any concerns relating to non-developmental activity that may present risk to RAWCS and its reputation, operations or programs.
National Manager Projects & Volunteers	• Ensuring all project participants are aware of relevant policies and procedures and comply with them. • Fostering a culture of integrity by actively promoting and supporting whistleblowing channels to report unethical behaviour or policy violations.
All our people	• Ensuring that your actions are in line with this policy, and that your work reflects the Guiding Principles and Policy Commitments above. • Not encouraging others (directly or indirectly) to breach this policy. • Reporting any breach to your manager/supervisor.

8. Policy Distribution

- 8.1 This policy will be available on our website and disseminated to all our people, visitors and partners.
- 8.2 We will ensure that all our people, visitors and partners are notified of and made aware that they are required to comply with the policy.

9. Review

- 9.1 We are committed to continuous improvement to our policy, procedures and practices. This policy will be reviewed at least every three years by the CEO and approved by the National Board of Directors to ensure it is working in practice and updated to accommodate changes in legislation or circumstance.
- 9.2 Feedback on this and other safeguarding policies is openly encouraged from our people, partners, stakeholders and the communities we work with. Feedback, as well as emerging good practice and collaborative lessons learnt across the development sector, will be used to strengthen this and related policies and procedures.

10. More information

- 10.1 If you have a query about this policy or need more information, you can contact us via:
- email: info@rawcs.org.au
 - phone: +61 2 8833 8306
 - post: Rotary Australia World Community Service Ltd
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Norwest NSW 2153
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