



AusAID / NGO
Committee for Development Cooperation

A Joint Committee of the Australian Agency for International Development and
Australian Non-Government Organisations

NOTES FROM THE CDC
Newsletter No 47 April 2001

This issue reports on highlights of the 96th CDC meeting held on 8 March 2001

ATTENDANCE AT CDC 96

NGO Representatives

Mike Crooke
David Syme
Wendy Rose
Margaret Winn
Jo Thomson
John Deane

AusAID Representatives

Ellen Shipley (A/g Chair)
Elizabeth Brouwer
Laurie McCulloch
John Munro
Peter Batten
Greg Takats
Percy Stanley

Observers

Rhonda Chapman (ACFOA)
Jenny Wells (ACFOA)
Graham Tupper (ACFOA)
Secretary
Justin States

INTRODUCTORY REMARKS

The Acting Chair welcomed CDC member, **Ms Jo Thomson**, to her first CDC as an NGO Representative.

AUSAID-NGO COOPERATION PROGRAM

AusAID-NGO Cooperation Projects considered for funding since CDC 95

The CDC noted the report of the ANCP Appraisal for the March 2001 funding round. The following proposals were supported:

- 1 **Anglicans Cooperating in Overseas Relief and Development (Anglicord)**
Afar Primacy Health Care and Literacy Program, (Ethiopia)
- 2 **Rotary Australia World Community Service (ROTARY)**
Village Water Supply Projects 2001, (China)
- 3 **OzChild:Children Australia (OzChild)**
Vocational Training for Working Children, (Dhaka)
- 4 **Anglican Board Of Mission (ABM)**
De-Ran Cooperative multipurpose Centre, (Philippines)
- 5 **Anglicans Cooperating in Overseas Relief and Development (Anglicord)**
Barakabaho Orphan and Foster Training Program, (Rwanda)

- 6 **Credit Union Foundation Australia (CUFA)**
South Pacific Regional Credit Operations Manual, (South Pacific Region)
- 7 **Interplast Australia (Interplast)**
Reconstructive Surgery, (Vietnam)
- 8 **Australian Legal Resources International (ALRI)**
Indonesian Legislative Drafters Comparative Training, (Indonesia)
- 9 **Australian Cranio-Maxillo Facial Foundation (ACMFF)**
South East Asian Craniofacial Clinics Health Development Program, (Indonesia)

The following project was supported subject to the Agency meeting specific family planning requirements.

Anglican Board Of Mission (ABM)
Capacity Building for Primary Health Care, (Papua New Guinea)

ANCP MANAGEMENT

Quality of Base Proposals

The standard of base proposals received for the March round appeared to decline from earlier rounds. There had been a trend of improvement in proposals until this round. Several factors might account for this. The requirement that all proposals must receive a minimum average score of 3 "Fully satisfactory" on every criterion to be successful was affecting success rates. Agencies are urged to take greater care with their proposals. The CDC also expressed the view that the proposals were generally not of a high standard as agencies were rushed to submit proposals for extra funding, which was not previously guaranteed to continue beyond 2000/2001. With the new funding levels now confirmed at CDC 96, it is expected that the recent rise in the quality of proposals will be restored.

Base Agencies: Permanent increase in funding to \$100,000.

AusAID has followed-up on a commitment in 1997 to increase the maximum ANCP funding of base agencies from \$50,000 to \$100,000. The CDC was advised that the increase to a maximum of \$100,000 would have no effect on the NGOs draw down requirement. The CDC accepted a recommendation to change the draw down requirement **from 50% over 2 years to requiring NGOs to participate in 2 selection rounds and to have one proposal approved within a two-year period.**

IPF Allocations for 2001-2002

Full-accredited NGOs should note that the increase in maximum funding of base agencies to \$100,000 will have an impact on their ANCP funding allocations for the 2001-2002 financial year. Any reduction in levels of funding for full-accredited agencies is part of an attempt to ensure equity among agencies and results from a commitment flagged in 1997 to increase maximum funding to base agencies. Final IPF allocations will be advised after the Federal Budget on 22 May 2001.

Administrative Overheads

As agreed at CDC 96, a working group met on 15 March 2001 to clarify the issues of definition and rate of administrative overhead. The purpose of the meeting was to advance the proposal to

institute a single line item as a flat rate for in-Australia administration and overhead costs on AusAID funded NGO projects.

Definitions

The group appreciated the previous attempts to use the ACFOA Code of Conduct definitions. It was agreed that more appropriate definitions were required as the Code definitions referred only to organisational finances and specific project finances needed to be addressed. The group therefore agreed to use the terms "In-Australia Activity Costs" to refer to the flat rate allowable in ADPlan and project budgets, and a table was developed outlining the expenses allowable in this line. AusAID clarified that for all full and base agencies, project evaluation costs up to 5% can be incurred in ADPlans and project budgets charged as in-country project expenses. Costs for in-country monitoring conducted by Australian based staff are also eligible on the same basis.

Percentage Rate

The group discussed the NGO figures that were used to determine the previously discussed flat rate of 11.5%. As noted at the CDC meeting, there is not sufficient consistency in the way agencies allocate project costs to in-country and in-Australia budget items to allow comparison. Therefore it could not be assumed that the figures were representative. The group agreed to conduct an analysis of project activity figures using a stratified sample representing approximately 20% of AusAID accredited agencies. This analysis will provide guidance to AusAID in the determination of the in-Australia project activity percentage rate which NGOs can charge against AusAID funded projects/programs. The sample was selected to ensure a fair representation of base and full-accredited agencies, religious and secular agencies, varying volume levels, and varying partnership arrangements.

Work Plan

The group agreed to a work-plan to allow sufficient opportunities for CDC, AusAID and ACFOA to prepare reports, inform agencies of the agreements, conduct financial analyses and make a recommendation to CDC 97. While it was acknowledged that there would still be some timing and logistical impediments to agencies and AusAID implementing this new arrangement, it was agreed that this would allow sufficient time for agencies to prepare project budgets accordingly for the 15 August 2001 ANCP funding round and ADPlans due 1 October 2001. AusAID and CDC will look at implications for the 15 May ANCP Base Round once a decision is made.

Partnerships among ANCP member NGOs: New guidance

Updated guidance on partnerships among ANCP member NGOs was prepared following consultations with a CDC working group comprising Wendy Rose, John Deane, Ellen Shipley and Graham Tupper. The group met on 5 July 2000.

The main issue was the lack of clear guidance to NGOs about establishing partnerships that may use AusAID funds or provide proposals for the use of AusAID funds. A concern about such partnerships has been how to provide clear guidance that eliminates the possibility of duplicate funding for an activity or the "transfer of IPF" from one agency to another, and yet enables and encourages NGOs to work together.

The new policy on partnerships among ANCP member NGOs will also be included in the next update of eNGOPI under ‘Recognised Development Expenditure (RDE) Explanatory Notes’ in ‘Module 4. NGO Funding Schemes’. The new policy is as follows:

“Cooperative arrangements between NGOs should clearly show the nature of the collaboration. To demonstrate true collaboration, rather than a relationship w

here one agency simply funds another to undertake an activity, agencies entering into a partnership should be able to show:

- a) That the contribution will be counted in one RDE; and
- b) That each partner will have active involvement.

Other ways of demonstrating collaboration may be possible and can be put to AusAID for consideration.

Partnership arrangements should be clearly documented and should parallel those for developing country partners, including the roles of each partner, contributions, an accountability framework, and clear performance information reporting showing what each partner has achieved.

Where a partnership arrangement is in place, and one partner is applying for AusAID funds, the partnership should be clearly acknowledged in the funding application, including noting any other funding for the joint activity from the Australian Government.”

ACCREDITATION

Accreditation Recommendations

The following table summarises the accreditation recommendations:

NGO	Recommendation
Adventist Development & Relief Agency (ADRA)	Full Accreditation
Australian Red Cross (ARC)	Full Accreditation
Australian People for Health Education and Development Abroad Inc – Union Aid Abroad (APHEDA)	Full Accreditation
Quaker Service Australia Incorporated (QSA)	Base Accreditation
Uniting Church Overseas Aid (UCOA)	Base Accreditation

New policy on withdrawal during organization review process

The CDC noted the new policy on agency withdrawal had been adopted as agreed at CDC 95 (Item 4.2) and the eNGOPI amended accordingly. The new policy is:

“An NGO wishing to withdraw from the Organisation Review Process may do so at any time during the process. Agencies that withdraw can re-apply for accreditation at any time but their accreditation may be subject to a delay depending on AusAID's schedule of reviews and other operational demands.”

ELECTRONIC NGOPI

An update

The CDC noted the all the improvements and updates to the NGOPI requested at CDC 95 had been actioned. Comments from NGOs indicate a high level of acceptance on the technical and functional improvements.

All NGOs and CDC members have been sent the eNGOPI training package on CD ROM and this had been well regarded by NGOs.

AusAID is now updating the NGOPI's generic selection guidelines, standardising naming terminology in consultation with desks, adding entries to its glossary and continuing to update the funding opportunities booklet. The new policy on partnerships among ANCP member NGOs will also be included in the next update of eNGOPI under 'Recognised Development Expenditure (RDE) Explanatory Notes' in 'Module 4. NGO Funding Schemes'.

NGOs are reminded that the electronic NGOPI allows NGOPI documents to be downloaded. After entering the AusAID website at www.ausaid.gov.au, click on NGOs, then NGO Package of Information, then click on Downloads. You will see a listing of the documents available for downloads. Note that each document can be downloaded in either of the two formats, Microsoft Word or Acrobat (PDF). Simply click on the one you prefer and print or save the document to your PC.

OTHER ISSUES

AusAID Quality Assurance Assessment and NGO activities

The final draft of the Quality Assurance Group (QAG) report was endorsed by AusAID's Project Quality Committee (PQC) on 20 March 2001. The final report is available from ACFOA on 02 6281 9216 or Lincoln Young (AusAID) on 02 6206 4297.

The next step will be to conduct a full QAG process using the Quality Frame to assess the strengths and weaknesses of NGO projects and identify lessons which can be fed back to NGOs and their implementing partners. This process will be conducted later this year. One intention is to test the frame against NGO Country Window and ANCP projects, and ultimately an objective is for NGOs to be able to use the frame themselves to ensure quality outcomes.

The CDC noted the paper, *Quality Submission to the Committee for Development Cooperation (CDC)*, outlining what NGO Section is doing in terms of quality and several possible ideas for taking the quality agenda further.

Poverty Reduction Framework

The paper 'Reducing Poverty – the Central Integrating Factor of AusAID's Aid Program' has now been finalised and is available on AusAID's internet site at www.ausaid.gov.au under

'Publications'. The strategies for poverty alleviation that are contained in the paper will be incorporated in all AusAID programs.

Dates for future CDC meetings

CDC97: 7 June 2001
CDC98: 18 October 2001
CDC99: 7 March 2002

REMINDERS AND INFORMATION

- Agencies are reminded that RDE worksheets were due on 1 March. Several RDE worksheets are still outstanding. Please check whether your RDE worksheet has been submitted to David Gower (02 6206 4832).
- Agencies should inform the NGO Section of any difficulties with the website by emailing ngo_liaison@ausaid.gov.au
- Agencies are also asked to keep NGO Section up-to-date with the email addresses of all their staff who wish to receive email alerts from AusAID. Please submit any updates by email to ngo_liaison@ausaid.gov.au
- Agencies are reminded that the current list of certified developing countries can be found in Module Six of the revised NGOPI.
- NGOs that earn interest from any account holding AusAID funds, including any involving GST, are reminded that the interest earned must be directed only towards AusAID funded activities.

NGO Calendar

<u>April 2001</u>	
30	Full-Accredited Agency Performance Reporting deadline
30	Annual reports due for all agencies
<u>May 2001</u>	
15	Deadline for applications for Round #1 2001-02 Base Accredited Agency ANCP submissions
<u>June 2001</u>	
7	CDC 97
<u>July 2001</u>	
3	ACFOA Member Information Forum – Canberra
4	ACFOA Member Information Forum – Sydney
5	ACFOA Member Information Forum – Melbourne

August 2001

15 Deadline for applications for Round #2 2001-02 Base Accredited Agency ANCP submissions

AUSAID ACCREDITATION STATUS OF NGOs

As at 26 March 2001

FULL ACCREDITATION		BASE ACCREDITATION	
1	Australian Baptist World Aid (ABWAid)	1	Anglican Board of Mission Australia (ABM)
2	Adventist Development & Relief Agency (ADRA)	2	Australian Conservation Foundation (ACF)
3	African Enterprise (AE)	3	Australian Cranio-Maxillo Facial Foundation (ACMFF)
4	Australian Foundation for the Peoples of Asia and the Pacific (AFAP)	4	Anglicans Cooperating in Overseas Relief and Development (AngliCORD)
5	Australian Legal Resources International (ALRI)	5	ASSISI Aid Projects India (ASSISI)
6	Australian Lutheran World Service (ALWS) Reporting 1 April	6	Credit Union Foundation Australia (CUFA)
7	Appropriate Technology for Community and Environment (APACE)	7	Education Development Association (EDA)
8	Australian People for Health, Education and Development Abroad (APHEDA)	8	Every Home for Christ Ltd (EHC)
9	Australian Red Cross (ARC) Reporting 1 April	9	For Those Who Have Less- Action Aid Australia (FTWHL-AAA)
10	Australians Caring for Refugees (AUSTCARE)	10	International Needs Australia (INA)
11	Community Aid Abroad (CAA)	11	Interplast Australia (INTERPLAST)
12	CARE Australia (CARE)	12	Marist Mission Centre (MMC)
13	CARITAS Australia	13	Nusatengarra Association (NTA)
14	Christian Blind Mission International (Australia) (CBMI) Reporting 1 April	14	Oz Child: Children Australia (OZCHILD)
15	Christian Children's Fund of Australia (CCFA)	15	OzGREEN - Global Rivers Environmental Education Network (Aust) (OZGREEN)
16	The Fred Hollows Foundation (FHF)	16	PLAN International Australia (PLAN)
17	Family Planning Australia Inc (FPAI)	17	Quaker Service Australia (QSA)
18	International Women's Development Agency (IWDA)	18	Rotary Australian World Community Service (ROTARY)
19	The Leprosy Mission (TLM)	19	Summer Institute of Linguistics (SIL)
20	MacFarlane Burnet Centre for Medical Research (MBCMR)	20	Sudan Interior Mission Aid Fund (SIMAID)
21	Medecins Sans Frontieres (MSF)	21	Uniting Church Overseas Aid (UCOA)
22	National Council of Churches Australia (NCCA) Reporting 1 April		
23	Opportunity International Australia (OIA)		
24	Australian Volunteers International (AVI) <i>(formerly known as Overseas Service Bureau - OSB)</i>		
25	The Salvation Army (SA)		
26	Save the Children Fund Australia (SCFA)		
27	TEAR Australia (TEAR)		
28	UNICEF Australia (UNICEF)		
29	World Vision Australia (WVA) Reporting 15 December		
30	World Wide Fund for Nature (WWF)		
	30 Full accredited agencies		21 Base accredited agencies