



# Heartprint Partnership Commitment Policy

## Purpose

The purpose of this policy is to guide Heartprint and our partners on the expected nature of our engagements with other organisations. This policy addresses our ACFID compliance obligations when initiating and maintaining partnerships and joint collaboration for the purpose of achieving Heartprint's Mission.

This Policy is intended to apply to all Heartprint partnerships.

This policy applies to all Heartprint Board Directors, staff and volunteers and extends to Heartprint partners and associated organisations within Australia and or overseas.

## Scope

Heartprint is committed to ensuring that we engage with governments and organisations as well as their affiliates to achieve mutually agreed objectives in aid and development activities. This is an equal relationship, characterised by mutual respect, transparency, accountability and by a commitment and openness to two-way learning and support.

## Partner Engagement

Heartprint forms in-country partnerships with governments, local business, schools and NGOs to achieve our aim of eliminating poverty in collaboration with partner communities.

Working in partnership with local organisations and communities enhances our capacity to effectively facilitate relevant and sustainable programs and projects focussed on research, education, infrastructure development and health promotion. Through partnerships and collaborative relationships, we harness existing knowledge and expertise to enhance capacity for community needs to be met locally.

Rather than act simply as a funding agency, Heartprint regards partnerships as mechanisms for realising positive, constructive change and will ensure all activities are carried out responsibly, honestly and with transparency.

Heartprint expects the same of responsibility, honesty and with transparency from partner governments and organisations. Heartprint's partners must comply with certain standards set by not only the Heartprint Code of Conduct but also the ACFID Code of Conduct and may be required to comply with contractual obligations to DFAT. Wherever relevant, Heartprint will document how partners are held financially accountable, accountable for the protection of children and accountable for ensuring that funds do not reach terrorist organisations. Heartprint will also document that partners are responsible for ensuring any subcontractors comply with those obligations to DFAT. Partners must document in written agreements with subcontractors how they will manage the subcontractors' financial accountability.

Heartprint works in accordance with principles of alignment and harmonisation determined at international aid effectiveness forums (Rome 2003, Paris 2005, Accra 2008 and Busan 2011). We see value in donor countries building coordinated partnerships where there is mutual accountability and a focus on development results. We also aim to deepen engagement with civil society and promote a culture of zero tolerance for corruption.

Heartprint management, staff and volunteers will:

- support carrying out adequate research to be confident that the potential partner organisation is suitable. Research will verify that the organisation is financially viable and:
  - has appropriate procedures to minimise the potential for fraud
  - has appropriate processes to prevent transmission of funds to terrorist organisations
  - shares Heartprint's objectives and understands Heartprint's vision, mission and values
  - is considered legitimate, locally
  - has an accountable and democratic organisational structure and is financially transparent
  - is open to being monitored by Heartprint and will be responsive to recommendations. Heartprint in turn will be open to being monitored by the partner
  - does not discriminate based on age, gender, religion, ethnicity, physical or intellectual ability or political affiliation
  - will not engage in evangelising or proselytising
  - has sufficient human and financial resources to achieve desired partnership outcomes
  - is accountable to communities and donors
  - is not on the DFAT and National Security Australia lists of terrorist organisations and proscribed persons or entities
  - abides by Heartprint child protection requirements including signing the Child Protection Code of Conduct
  - promotes greater equality within staff and community
  - promotes equal participation of people with a disability or marginalised groups
  - promotes gender equality
  
- formalise relations with partners, clearly identifying roles and responsibilities in a mutually accountable and respectful manner
- ensure that partner contributions and mutually agreed outcomes are adequately documented and monitored
- build partners' capacity so they can sustain their work in all areas of poverty relief and where partners do not have the capacity to meet organisational commitments for partnership we will support them to strengthen their systems and procedures to ensure that they meet national, and where relevant international, good practice standards
- ensure that partner organisations comply with relevant policy requirements in any DFAT agreements
- only enter partnerships that are compatible with local cultural needs and values, and which are aligned with Heartprint's purpose and values
- clearly identify roles, responsibilities and guidelines to ensure the partnership remains mutually beneficial and effective in achieving agreed outcomes
- take responsibility for ensuring roles, responsibilities and guidelines are agreed and documented when partnerships are established
- review and adapt roles, responsibilities and guidelines as partnerships evolve
- Ensure that partner organisations maintain environmental sustainability through safe practices which are in line with country guidelines
- Complies with all requirements of the ACFID Code of Conduct as required from time to time.

## Collaborative Relationships

Collaboration is one of Heartprint's values, ensuring participation of all stakeholders. In addition to collaborating with partners to develop projects, Heartprint also collaborates with other non-government organisations where possible and appropriate.

## Partner Capacity Assessments

Sustainability is one of Heartprint's values, fostering self-reliance through comprehensive evidence-based projects. Prior to the commencement of each project, Heartprint conducts a partner capacity assessment. The assessment ensures that the project to be conducted is meeting the needs of the partner country and partner organisation. The assessment also ensures that the project will address cross cutting issues such as gender, people with disabilities and child protection. The information gathered through the capacity assessment is used to develop the project design.

## Reviews

Throughout each project opportunities are available to review project activities, implement recommendations and make changes to future projects. This review allows for ongoing collaboration and reflection by all partners.

## Grievances

Heartprintl recognises the rights of individuals and partner organisations to lodge a grievance and have it resolved quickly and fairly. To enable Heartprint to conduct an investigation into a grievance, the organisation is reliant upon the in-country contact to liaise with the individual lodging the grievance. The involvement of an in-country contact in this process ensures the matter is handled sensitively and comfortably in line with cultural sensitivities. The in-country contact liaises with the Heartprint General Manager who (in line with the Grievance Policy) compiles a report and makes a recommendation to the Board.