



# Separation of Development and Non-Development Activities Policy

## 1. Purpose

The purpose of this policy is to ensure a clear separation between Lovemore Project's development and humanitarian activities and any non-development activities.

This protects our integrity, complies with donor and regulatory requirements, and ensures all resources are used only for their intended purpose.

## 2. Scope

This policy applies to:

- All Lovemore Project programs, projects, partnerships, advocacy, fundraising, and communications.
- All staff, volunteers, directors, contractors, and partners engaged in organisational activities.

## 3. Definitions

- Development and Humanitarian Activities: Initiatives aimed at reducing poverty, improving well-being, strengthening communities, promoting human rights, and responding to humanitarian needs without discrimination.
- Non-Development Activities: Activities that promote religious adherence, support partisan political objectives, or are otherwise outside our stated charitable purposes.
- Religious Adherence Activities: Activities whose primary purpose is to promote or convert individuals to a particular religion or belief.
- Partisan Political Activities: Activities that promote candidates, political parties, or specific political platforms.

## 4. Policy Statement

Lovemore Project:

- Does not use funds or resources for activities that promote religious adherence or support partisan politics.
- Maintains clear distinctions in program design, implementation, and reporting between development/humanitarian activities and any permitted non-development activities.
- Discloses openly any non-development activities it undertakes, ensuring they are privately funded, separately managed, and clearly communicated.





## 5. Implementation Measures

### Program Design

- All project proposals must identify whether activities are development/humanitarian or non-development.
- Non-development activities must be budgeted and funded separately from development activities.

### Communications

- All promotional materials, fundraising appeals, and reports clearly distinguish between development and non-development activities.
- Imagery and narratives must reflect development objectives without implying religious or political conditions for participation.

### Partnerships

- Partner agreements require compliance with this policy.
- Due diligence checks confirm partners do not use Lovemore Project funds for non-development purposes.

### Finance & Reporting

- Separate accounts and financial tracking for non-development activities.
- Regular audits to ensure funds are spent according to approved purposes.

### Monitoring & Review

- MEL systems include checks for adherence to this policy.
- Complaints process available for reporting concerns about breaches.

## 6. Roles & Responsibilities

- Board of Directors – Ensures oversight and approves any policy updates; receives reports on compliance.
- Executive/Project Coordinator – Monitors implementation and ensures compliance in project planning and delivery.
- All Staff & Volunteers – Must comply with this policy and flag potential breaches.
- Partners – Must comply through contractual agreement.

## 7. Complaints

- Concerns about breaches can be reported through the Complaints Handling Policy or Whistleblower Policy. All reports will be investigated promptly.

## 8. Related Policies

- Code of Conduct
- Partnership / Partner Due Diligence Policy
- Financial Management / Anti-Fraud Policy
- MEL Policy (integration of compliance indicators)
- Complaints Handling Policy





## 9. Review

- This policy will be reviewed every three years or sooner if required by changes to donor or regulatory requirements.

- Approved by: Board of Directors – Lovemore Project

- Date: \_\_\_\_\_

- Next Review: \_\_\_\_\_

