

Organisation Details

* indicates a required field.

Guidance:

Complete the following Agency Profile template.

- This requires the provision of written answers to questions into the text boxes (note word limits), the completion of tables and the uploading of a number of evidence documents.
- All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document*. For example: A1.1a governing instrument, A1.1b AGM Minutes 2017, B2.2b project design template etc.

WARNING: You may be logged out automatically after 30 minutes if you don't save, which will cause you to lose any unsaved work.

Organisation

Organisation Name *Required

Postal Address *Required

Address line 1

Address line 2

Suburb

State

Postcode

Street Address *Required

Address line 1

Address line 2

Suburb

State

Postcode

Business Phone *Required

Must be an Australian phone number

Website *Required

Must be a URL

Australian Business Number

NOTE: Only Australian Organisations may apply. Individuals, as well as organisations based outside Australia, are **not eligible** to apply and your application cannot be accepted by DFAT.

ABN *Required

Lookup

The ABN provided will be used to look up the following information.
Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register

ABN

Entity name

ABN status

Entity type

Goods & Services Tax (GST)

DGR Endorsed

ATO Charity Type [More information](#)

ACNC Registration

Tax Concessions

Main business location

Must be an ABN

Agency's Chief Executive Officer

Name of incumbent *Required

Title

First Name

Last Name

Official Title *Required

Start Date

Must use dd/mm/yyyy format

Primary Contact

Primary Contact Name *Required

Title

First Name

Last Name

Official Title *Required

Phone Number *Required

Must in international format (country code, area code, phone number)

Email *Required

Must be an email address

Organisation Overview

Overview *Required

Word count:
Must be no more than 500 words.

Accreditation Details

*** indicates a required field.**

Accreditation Information

Australian Non Government Organisations (ANGOs) can apply for accreditation at either *Base* or *Full* level.

ANGOs must meet the following Eligibility Criteria.

- ANGO is registered with [Australian Charities and Not-for-profits Commission](#).
- ANGO is not included on the [World Bank Listing of ineligible firms and individuals](#), the [Asian Development Bank Sanctions List](#), the [Attorney General's Department List of Terrorist organisations](#), or [DFAT consolidated list](#) of all persons and entities who are subject to targeted financial sanctions or travel bans.
- ANGO is a signatory to the [Australian Council for International Development \(ACFID\) Code of Conduct](#).
- ANGO meets the relevant RDE threshold i.e. a RDE of \$50,000 minimum, averaged over three years, if applying for Base accreditation; or a RDE of \$100,000 minimum, averaged over three years, if applying for Full accreditation.
- Demonstrate a minimum two-year track record of managing development activities.

Base Accreditation

Organisations applying for Base accreditation are expected to have sufficient capacity to address criteria across 5 categories of assessment and a minimum 2 year track record of implementing development projects that would satisfy the requirements listed in the [Australian NGO Cooperation Program \(ANCP\) Manual](#).

Organisations applying for Base accreditation must have a minimum [Recognised Development Expenditure](#) of \$50,000, averaged over three years.

Full Accreditation

Organisations applying for Full accreditation are expected to have sufficient capacity to address additional criteria across the same 5 categories of assessment as base accreditation and a minimum 2 year track record of implementing development projects that would satisfy the requirements listed in the [Australian NGO Cooperation Program \(ANCP\) Manual](#).

Organisations applying for Full Accreditation must have a minimum [Recognised Development Expenditure](#) of \$100,000, averaged over three years.

Subject to the DFAT delegate's decision on accepting the ANGO into ANCP (and subject to budget availability), the ANGO will receive a minimum annual grant amount consistent with its accreditation tier:

- Base-accredited ANGOs receive an annual grant amount of \$150,000.
- Full-accredited ANGOs receive an annual grant amount of \$300,000 plus a proportion of the total remaining funding based on their respective [Recognised Development Expenditure](#).

Criteria for Base and Full level accreditation are outlined in the [Australian NGO Accreditation Manual](#).

Re-applying for Accreditation? *Required

Response required.

Yes

No

What level of Accreditation are you applying for? *Required

Response required.

Base

Full

Date of Last Accreditation *Required

Must use dd/mm/yyyy format

Pre-Eligibility Criteria

*** indicates a required field.**

In order to apply for accreditation, ANGOs must meet pre-eligibility criteria, which will be assessed by DFAT prior to the commencement of the review process with a review team.

The pre-eligibility criteria are:

- ANGO is registered with [Australian Charities and Not-for-profits Commission](#).
- ANGO is not included on the [World Bank Listing of ineligible firms and individuals](#), the [Asian Development Bank Sanctions List](#), the [Attorney General's Department List of Terrorist organisations](#), or [DFAT consolidated list](#) of all persons and entities who are subject to targeted financial sanctions or travel bans
- ANGO is a signatory to the [Australian Council for International Development \(ACFID\) Code of Conduct](#).
- ANGO meets the relevant RDE threshold i.e. a RDE of \$50,000 minimum, averaged over three years, if applying for Base accreditation; or a RDE of \$100,000 minimum, averaged over three years, if applying for Full accreditation.
- Demonstrate a minimum two-year track record of managing development activities.

Australian Charities Not-for-profit Commission

Date of registration with the Australian Charities Not-for-profit Commission *Required

Must use dd/mm/yyyy format

Signatory to Australian Council for International Development (ACFID) Code of Conduct

The [ACFID Code of Conduct](#) (the Code) is a voluntary, self-regulatory industry code of good practice. The aim of the Code is to improve the outcomes of international development and increase stakeholder trust by enhancing the transparency and accountability of signatory organisations.

Attach: Most recent confirmation from ACFID of signatory status *Required
Attach a file:

Recognised Development Expenditure (RDE) Threshold

List RDE for the past three financial years.

ANGOs who have not previously held DFAT Accreditation will need to complete the [New Applicants RDE Worksheet](#) prior to completing this section.

RDE Year 1 *Required

Must be a dollar amount.

RDE Year 2 *Required

Must be a dollar amount.

RDE Year 3 *Required

Must be a dollar amount.

Sections A to E

In sections A to E, ANGOs must demonstrate how they meet the **ANGO Accreditation Framework**. The Framework outlines each criterion, explains the underlying intent or principle of the criterion, and lists indicators that reflect reasonable expectations of policy, procedures, practice, capacity or evidence required for each criterion.

How an ANGO describes and demonstrates its capacity and performance for the indicators (and therefore the criteria) will differ from ANGO to ANGO. The onus is on the ANGO to demonstrate, through evidence and explanation, how it addresses each criterion. The review team will use the information to inform and guide their assessments and assist in the preparation of an initial Desk Assessment.

All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document*. For example: A1.1a governing instrument, A1.1b AGM Minutes 2017, B2.2b project design template etc.

Section A: Governance & Risk Management - Page 1

*** indicates a required field.**

Criterion A1: The ANGO has a governing body, a documented structure of responsibilities and appropriate systems to ensure accountability.

This criterion seeks to verify the ANGO's governance arrangements to establish that the ANGO's governance structure and practices ensure accountability, including to its supporters.

NOTE: All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document*. For example: A1.1a governing instrument, A1.1b AGM Minutes 2017, A1.1c Annual Report 2017, A1.3 Gender Policy, etc.

Indicator A1.1: Governing body documents, policies and practices ensure effective governance, and accountability to members and the public.

Outline how your organisation's governing body documents, policies and practices ensure effective governance, and accountability to members and the public. ***Required**

▲

▼

◀ ▶

Word count:
no more than 300 words

List the office holders of the governing body e.g. president, secretary, treasurer, board member.

Maximise

Office Holder Name	Position	Length of Service	Occupation
<input type="text"/> *Require	<input type="text"/> *Require	<input type="text"/> *Require	<input type="text"/>
d	d	d	
		Number of months	

Add More

Upload the following documents:

Governing Instrument ***Required**

Attach a file:

For example: Certificate of Incorporation, Rules, Constitution, Trust Deed, Memorandum, Articles of Association

AGM Minutes for last two years ***Required**

Attach a file:

Most recent Annual Report ***Required**

Attach a file:

Most recent Audited Financial Statements ***Required**

Attach a file:

Three most recent Governing body meeting minutes ***Required**

Attach a file:

Copy of papers provided to the governing body for most recent governing body meeting ***Required**

Attach a file:

Terms of Reference for sub-committees of the governing body, if applicable ***Required**

Attach a file:

Preferably for finance, risk, audit and programs

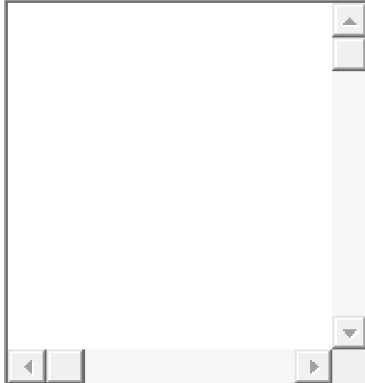
Organisation Chart

Attach a file:

If available

Indicator A1.2: ANGO has a Conflict of Interest policy and established mechanisms to address conflict of interest.

Outline your organisation's established mechanisms to address conflict of interest. *Required



Word count:
Must be no more than 200 words.

Upload the Conflict of Interest policy *Required
Attach a file:

Indicator A1.3 ANGO has a gender equality and diversity policy and the governing body ensures these principles are integrated across the organisation.

Outline how your organisation's governing body ensures the gender equality and diversity policy (or equivalent) and its principles are integrated across the organisation (including diversity on the governing body). *Required



Word count:
Must be no more than 300 words

Upload the Gender Equality and Diversity Policy or equivalent *Required
Attach a file:

Indicator A1.4 If ANGO is a member of an international alliance or network, it can demonstrate its autonomy.

An international alliance or network is a group of international organisations who have developed formal linkages to work together to achieve their objectives. It may be referred to in a variety of ways such as alliance, network, federation etc.

Is your organisation part of an international network or alliance? *Required
Response required.

- Yes
- No

Where an ANGO is part of an international network, it needs to establish that it is sufficiently independent from that network in order to be accountable to its Australian membership.

Outline how your organisation maintains its autonomy or independence within its international alliance or network. ***Required**

Must be no more than 300 words

Provide references to relevant clauses in the document that outlines the ANGO's autonomy or independence ***Required**

Must be no more than 300 words

Upload Agreement, MoU or equivalent between ANGO and international alliance or network ***Required**

Additional indicators and questions for Full Accreditation (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Indicator A1.5 Governing body sets strategic direction and targets, and monitors performance against these. (Not Applicable)

Outline how your organisation's governing body sets strategic direction and targets. ***Required**

Must be no more than 200 words

Outline how your organisation's governing body monitors performance against its Strategic Plan. ***Required**

Must be no more than 200 words

Upload Strategic Plan ***Required**

Upload an example of a report on progress against the Strategic Plan ***Required**

Indicator A1.6 Governing body periodically evaluates its own performance. (Not Applicable)

Outline how your organisation's governing body periodically evaluates its own performance. ***Required**

Must be no more than 200 words

Evidence of evaluation of governing body's performance ***Required**

Indicator A1.7 If ANGO is a member of an international alliance or consortium, it can demonstrate engagement with relevant governing, strategy setting, and/or policy making bodies. (Not Applicable)

Outline how your organisation engages with relevant governing, strategy setting, and/or policy making

bodies within its international alliance, network or consortium. ***Required**

Must be no more than 300 words.

Section A: Governance & Risk Management

*** indicates a required field.**

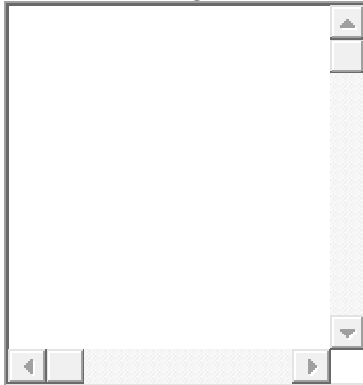
Criterion A2: The ANGO effectively manages enterprise risk

This criterion seeks to establish that the ANGO has the policies, systems and practices required to assess, report and escalate, mitigate and manage enterprise risk including risks relating to: staff safety and security, safeguarding, incident management, staff integrity, high risk contexts, financial viability and reputation.

NOTE: All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document.* For example: A2.2a Human resources policy, A2.2b Code of Conduct, etc.

Indicator A2.1: ANGO and its governing body can demonstrate the effective identification, review, rating, mitigation, reporting and escalation of organisational-wide risk.

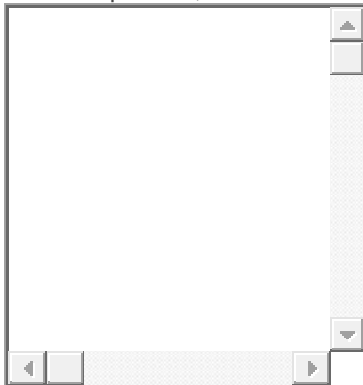
Outline how your organisation and governing body effectively identifies, reviews, rates, mitigates, reports and escalates organisational-wide risk. *Required



Word count:
no more than 300 words

Indicator A2.2: ANGO has systems to ensure the integrity of staff including integrity screening checks, HR policies, Code of Conduct.

Outline how your organisation ensures the integrity of staff including integrity screening checks, human resource policies, code of conduct etc. *Required



Word count:
no more than 300 words

Upload Human resource policy *Required

Attach a file:

Upload Staff code of conduct *Required

Attach a file:

Indicator A2.3: ANGO has a safeguarding policy and practices in place to manage risks associated with sexual exploitation, abuse, harassment and misconduct, including processes for investigating, reporting and action (where appropriate).

Outline the practices in place to manage the risks associated with sexual exploitation, abuse, harassment and misconduct, including processes for investigating, reporting and action (where appropriate). *Required

Word count:
no more than 300 words

Upload sexual exploitation, abuse, harassment and misconduct policy (or equivalent safeguarding policy) *Required

Attach a file:

Indicator: A2.4 ANGO has established public-facing complaints handling, whistle blowing, and incident management systems that are accessible to all stakeholders.

Outline your organisation's public facing complaints handling, whistle blowing, and incident management systems and how these are accessible to all stakeholders. *Required

Word count:
Must be no more than 300 words.

Upload complaints handling policy or procedure document *Required

Attach a file:

Upload whistleblowing policy or procedure document *Required

Attach a file:

Upload incident reporting policy or procedure document *Required

Attach a file:

Indicator A2.5: ANGO has systems to assess and manage staff safety and security risk.

Outline your organisation's systems to assess and manage staff safety and security risk. *Required

Word count:
no more than 300 words

Upload Staff Safety and Security Policy *Required

Attach a file:

Upload an example of completed staff safety and security assessment *Required

Attach a file:

Indicator A2.6: ANGO can demonstrate the application of additional analysis, risk identification and risk management measures for high risk contexts.

Outline how your organisation undertakes the risk analysis, risk identification and risk management measures applied for high risk contexts. *Required

Word count:
no more than 300 words

Additional indicators and questions for Full Accreditation (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Indicator A2.7 ANGO has a risk management policy, framework, procedures and practices in place. (*Not Applicable*)

Provide the following documents:

Upload risk management policy, procedure and framework (or equivalent) *Required

Upload current Organisational Level Risk Register *Required

Section A: Governance & Risk Management

*** indicates a required field.**

Criterion A3: The ANGO has effective child safeguards

This criterion seeks to establish that the ANGO has the policies, procedures and practices required to safeguard children and fully comply with [DFAT's Child Protection Policy](#).

**** NOTE: This criterion is a 'red-line' criterion. This means that ANGOs must be fully compliant with every aspect of DFAT's Child Protection Policy and its associated nine minimum standards. Failure to fully comply will result in the loss of accreditation status. Please refer to the Accreditation Guidance Manual for guidance and a checklist of requirements. ****

NOTE: All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document*. For example: A3.1 Child protection policy, A3.2a Child protection code of conduct, etc.

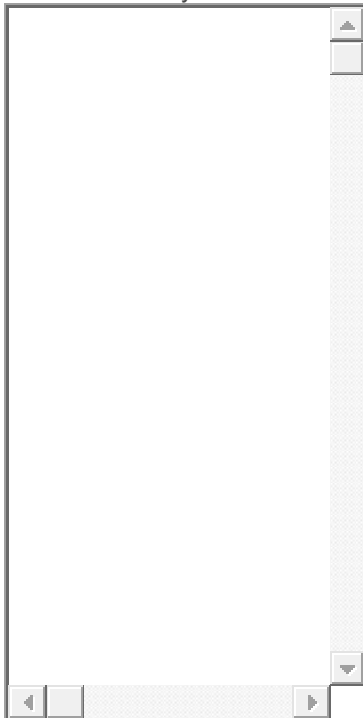
Indicator A3.1: ANGO has an organisational Child Protection Policy.

Upload child protection or child safeguarding policy *Required

Attach a file:

Indicator A3.2: ANGO has child safeguarding procedures in place that fully comply with DFAT's Child Protection Policy and all of its nine minimum standards.

Outline your organisation's child safeguarding procedures and how they comply with DFAT's Child Protection Policy and all of DFAT's nine minimum standards. *Required



Upload Child Protection Code of Conduct *Required

Attach a file:

Upload child safeguarding procedures document *Required

Attach a file:

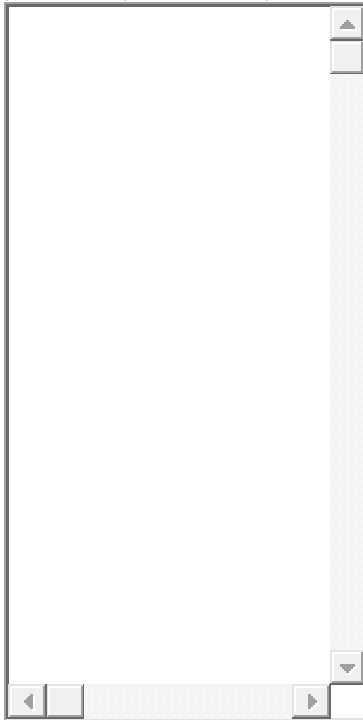
Upload completed [A3 Child Safeguards Accreditation Assessment Checklist](#) (download from DFAT website) *Required

Attach a file:

A copy of the checklist document can be found at <https://www.dfat.gov.au/aid/who-we-work-with/ngos/anpc/Pages/accreditation>

Indicator A3.3: ANGO has controls and procedures to ensure implementing partners have compliant child protection policy and practices

Outline your organisation's controls and procedures to ensure implementing partners have compliant child protection policies and procedures. *Required



Additional indicators and questions for Full Accreditation (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Indicator A3.4: ANGO undertakes periodic assessments of its own and its implementing partners' child protection practices (*Not Applicable*)

Outline the nature of the periodic assessments undertaken of your own organisation's and your partners' child protection practices. *Required

Upload a document demonstrating the completed assessment of ANGO's own child protection practices *Required

Upload a document demonstrating a completed assessment of one implementing partner's child protection practices *Required

Section B: Development Approaches & Management

*** indicates a required field.**

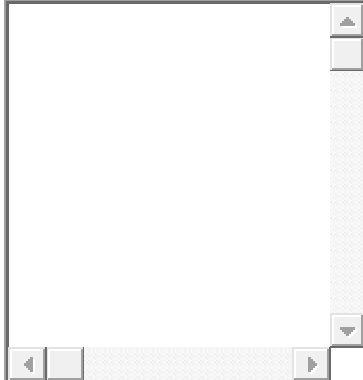
Criterion B1: The ANGO has a track record of supporting and managing effective international development activities

This criterion seeks to verify past performance to establish that the ANGO has a documented track record of achieving development outcomes in developing countries.

NOTE: All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document.* For example: B1.2 current projects table, etc.

Indicator B1.1: ANGO's Objectives in governing Instrument or Strategic Plan include development activities in developing countries.

Outline your organisation's Objectives, Vision and Mission *Required



Word count:
Must be no more than 300 words

Indicator B1.2: ANGO has a minimum two-year track record of development activities.

Provide a brief description of two current projects which represent your organisation's development approach using the listed sub headings

Project 1 Name *Required

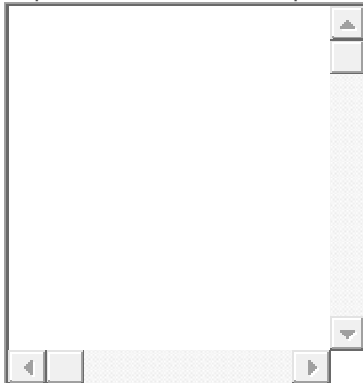
Duration *Required

Number of years

Location *Required

Implementing Partner(s) *Required

Expected Outcomes *Required



Word count:
Must be no more than 300 words

Budget *Required

Must be a dollar amount.

Project 2 Name *Required

Duration *Required

Number of years

Location *Required

Implementing Partner(s) *Required

Expected Outcomes *Required

Funding source/s	Year	Amount	Year	Amount	
<input type="text"/> *R equired	<input type="text"/> *R equired	<input type="text"/> *R equired	<input type="text"/> *R equired	<input type="text"/> *R equired	+ -
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<input type="text"/> *R	<input type="text"/> *R	<input type="text"/> *R	<input type="text"/> *R	<input type="text"/> *R	+
equired	equired	equired	equired	equired	-
For example: DFAT ANCP, DFAT other, Grants from other Australian government sources, other grants including overseas and consultancies	e.g 2016/17	Must be a dollar amount	e.g. 2015/16	Must be a dollar amount	
		Total:		Total:	

Add More

Word count:
no more than 300 words

Budget *Required

Must be a dollar amount.

Complete the following table to summarise income (or expenditure) on development activities in the last 2 financial years.

Maximise

Using [this template](#), prepare a table to summarise all current projects and upload the document

Current Projects Table *Required
Attach a file:

Indicator B1.3: ANGO can differentiate between development activities and 'non-development' activities.

Does your organisation undertake non-development activities?

- Yes
- No

This section is not applicable because of your response to question: "Does your organisation undertake non-development activities?" on page 8

Outline how your organisation differentiates between development activities and non-development activities. *Required
Must be no more than 300 words.

Development and non-development activity policy or equivalent *Required

Indicator B1.4: ANGO can demonstrate that it responds to past performance issues.

For ANGOs who have previously been accredited and received ANCP or other DFAT funding, upon submission of the Agency Profile, NPQ will contact all relevant areas of DFAT to seek documentation on the ANGOs past performance. This documentation may include (but is not limited to):

- Partner Performance Assessments
- DFAT commissioned Audit Reports
- ANCP Monitoring and Evaluation Trip Reports
- Information on Fraud cases
- Child protection audit or assessment reports.

Outline how your organisation has responded to past performance issues providing at least one example *Required

Word count:
Must be no more than 300 words

Section B: Development Approaches & Management

*** indicates a required field.**

Criterion B2: The ANGO has the capacity to operate in a manner that promotes quality and effectiveness

This criterion seeks to establish that the ANGO is committed to and operates in a manner consistent with current good practice guidelines for the sector including the ACFID Code of Conduct.

NOTE: All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document*. For example: B2.2a Programming procedures, B2.2b Project design template, B2.3 Project design document with contextual analysis, etc.

Indicator B2.1: ANGO has the demonstrated capacity or a strategy to effectively program and manage DFAT grants of equivalent size and complexity to future ANCP grant.

Outline your organisation's capacity and/or strategy to effectively program and manage DFAT grants of equivalent size and complexity to your (potential) future ANCP grant. *Required

Word count:
no more than 300 words

Complete the following table with regards to program, finance and technical staff involved in development:

In-Australia
staff *Required

a whole number (no
decimal place)

In-Australia
volunteers *Required

a whole number (no decimal
place)

In-country
staff *Required

a whole number (no
decimal place)

In-country
volunteers *Required

a whole number (no decimal
place)

Indicator B2.2: ANGO has a documented approach to managing its initiatives/programs e.g project cycle or equivalent, relevant to its types of initiatives or models of delivery.

Outline your organisation's documented approach to the management of its initiatives/programs – this could include a documented project cycle, a program procedures manual etc. *Required

Word count:
no more than 300 words

Upload programming procedures or guidelines manual *Required
Attach a file:

Upload template/s used for project design *Required
Attach a file:

Upload template/s used for project appraisal *Required
Attach a file:

Upload template used for project risk matrix *Required
Attach a file:

Indicator B2.3: ANGO undertakes contextual analysis including the perspectives of stakeholders, which informs planning and design.

Outline how your organisation typically undertakes contextual analysis including the perspectives of stakeholders, which informs planning and design. *Required

Word count:
no more than 300 words

Upload one example of a project design document which includes contextual analysis (for the same project used in B2.4, B2.5, B4.1 and B4.3) *Required

Attach a file:

Indicator B2.4: ANGO appraises potential initiatives against a documented set of quality standards and DFAT requirements.

Outline how your organisation typically appraises potential initiatives against a documented set of quality standards and DFAT requirements. *Required

Must be no more than 300 words

Upload one example of a project appraisal (for the same project used in B2.3, B2.5, B4.1 and B4.3) *Required

Attach a file:

Indicator B2.5: ANGO assesses and manages activity risk.

Outline how your organisation typically assesses and manages activity risk. *Required

Must be no more than 300 words

Upload one example of a project risk assessment / framework / matrix (for the same project used in B2.3, B2.4, B4.1 and B4.3) *Required

Attach a file:

Indicator B2.6: Where ANGO is working in association with international affiliates, networks or consortiums, it can demonstrate its knowledge of and influence throughout the initiative management cycle. (Not Applicable)

This section is not applicable because of your response to question: "Is your organisation part of an international network or alliance?" on page 5

Outline how your organisation remains informed and is able to influence initiatives it is funding throughout the initiative management cycle, including reference to any relevant contractual agreements/clauses *Required

Must be no more than 300 words

Additional indicators and questions for Full Accreditation (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Indicator B2.7: ANGO can demonstrate a strategic approach to programming, and has country, regional and /or sectoral strategies relevant to the size and complexity of its programming. (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline your organisation's strategic approach to programming, and how it develops its country, regional and /or sectoral strategies *Required

Must be no more than 300 words

Upload one example of a country, regional or sectoral strategy document *Required

Section B: Development Approaches & Management

*** indicates a required field.**

Criterion B3: The ANGO integrates cross cutting themes to enable effectiveness

This criterion seeks to verify an ANGO's approach to promoting gender equality, disability inclusion, environmental management and sustainability.

NOTE: All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document.* For example: B3.1a Gender equality policy, B3.2 program environmental impact assessment, etc.

Indicator B3.1: ANGO has a gender equality policy and incorporates gender equality practices including contextual analysis of gender barriers, opportunities to enable inclusion, strategies to promote gender equality and targeted M&E.

Outline how your organisation incorporates gender equality practices including contextual analysis of gender barriers, opportunities to enable inclusion, strategies to promote gender equality and targeted M&E. *Required

Word count:
no more than 300 words

Upload gender equality policy (or equivalent) *Required
Attach a file:

Upload one example of project/program gender analysis *Required
Attach a file:

Indicator B3.2: ANGO incorporates disability inclusive practices including contextual analysis of barriers for people with disability, opportunities to enable inclusion and targeted M&E.

Outline how your organisation incorporates disability inclusive practices including contextual analysis of barriers for people with disability, opportunities to enable inclusion and targeted M&E. *Required



Word count:
Must be no more than 300 words.

One example of project/program disability inclusion analysis *Required

Attach a file:

Indicator B3.3: ANGO has a policy and practices in place to assess and mitigate environmental impact where appropriate.

Outline how your organisation assesses and mitigates environmental impact in its programs. *Required



Word count:
Must be no more than 300 words.

Upload example of project/program environmental impact assessment *Required

Attach a file:

Indicator B3.4: Where relevant to its operations, the ANGO demonstrates compliance with DFAT's Displacement and Resettlement policy.

Does your organisation support any activities that may lead to the displacement and resettlement of people? *Required

Response required.

- Yes
- No

This section is not applicable because of your response to question: "Does your organisation support any activities that may lead to the displacement and resettlement of people?" on page 10

Outline your organisation's approach to ensuring compliance with DFAT's Displacement and Resettlement policy. *Required

no more than 300 words

Indicator B3.5: ANGO can demonstrate approaches that will enhance sustainability.

Outline your organisation's approaches to enhancing sustainability in programming *Required

Word count:
no more than 300 words

Additional indicators and questions for Full Accreditation (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Indicator B3.6: ANGO undertakes periodic assessments of its own and its implementing partners' gender equality practice. (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline how your organisation undertakes periodic assessments of its own and implementing partners' gender equality practice *Required
no more than 300 words

Upload most recent assessment of ANGO and implementing partners' gender equality practice *Required

Indicator B3.7: ANGO has a Disability Inclusion Policy and undertakes periodic assessments of its own and its implementing partners' disability inclusion practice. (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline how your organisation undertakes periodic assessments of its own and implementing partners' disability inclusion practice *Required
Must be no more than 300 words

Upload disability inclusion policy *Required

Upload most recent assessment of ANGO and implementing partners' disability inclusion practice *Required

Indicator B3.8: ANGO has an Environmental Management Policy and undertakes periodic assessments of its own and its implementing partners' environmental management practice (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline how your organisation undertakes periodic assessments of its own and implementing partners' environmental management practice *Required

no more than 300 words

Upload environmental management policy *Required

Upload most recent assessment of ANGO and implementing partners' environmental management practice *Required

Section B: Development Approaches & Management

*** indicates a required field.**

Criterion B4: The ANGO can monitor, report and assess the effectiveness of activities

This criterion seeks to verify an ANGO's approach to performance management by establishing that the ANGO is able to assess the effectiveness of development activities.

NOTE: All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document*. For example: B4.1a M&E Plan template, B4.1c Example of M&E framework, B4.3a Standard Terms of Reference, etc.

Indicator B4.1: ANGO undertakes regular monitoring of initiatives/programs, analysing information to assess progress and constraints.

Outline your organisation's approach to undertaking regular monitoring of initiatives/programs and the analysis of information to assess progress and constraints. *Required

Word count:
no more than 300 words

Upload templates used for M&E plans *Required

Attach a file:

Upload templates used for field monitoring reports *Required

Attach a file:

Upload one example of a M&E plan/framework (for the same project used in Indicators B2.3, B2.4, B2.5, B4.2 and B4.3) *Required

Attach a file:

Upload one example of a field monitoring report (for the same project used in Indicators B2.3, B2.4, B2.5, B4.2 and B4.3) *Required

Attach a file:

Indicator B4.2: ANGO is able to collect and report data to meet DFAT and other stakeholder requirements including the ANCP in a timely manner.

Outline your organisation's approach to the collection and reporting of data to meet DFAT and other stakeholder requirements including the ANCP in a timely manner. *Required

Word count:
no more than 300 words

Upload Template/s used for progress reporting *Required

Attach a file:

Upload one example of a progress report (for the same project used in Indicators B2.3, B2.4, B2.5 and B4.1, B4.1 and B4.3) *Required

Attach a file:

Indicator B4.3: ANGO conducts activity evaluations commensurate with activity size assessing results and effectiveness.

Outline your organisation's approach to the conduct of activity evaluations and assessment of results and effectiveness, including a list of evaluations undertaken in the past 12 months. *Required

Word count:
no more than 300 words

Upload Template or standard Terms of Reference used for evaluations *Required

Attach a file:

Upload one example of an evaluation report (preferably for the same project used in Indicators B2.3, B2.4, B2.5, B4.1 and B4.2 unless an evaluation has not yet been conducted for this project) *Required

Attach a file:

Additional indicators and questions for Full Accreditation (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Indicator B4.4: ANGO assesses results and effectiveness at a whole of organisation level. (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline your organisation's approach to assessing results and effectiveness at a whole of organisation level. *Required
no more than 300 words

Effectiveness Framework or equivalent *Required

Indicator B4.5: ANGO involves primary stakeholders in reflection, learning and design adaptation processes. (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline your organisation's approach to involving primary stakeholders in reflection, learning and design adaptation processes. *Required
no more than 300 words

Upload one example of involvement of primary stakeholders in reflection, learning or design adaptation processes (preferably related to the same project used in Indicators B2.3, B2.4, B2.5, B4.1 and B4.2). Eg: an agenda or report from a reflections workshop *Required
Eg: an agenda or report from a reflections workshop

Indicator B4.6: ANGO has an established system that captures, documents, and disseminates its results, good practices and lessons learned. (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline your organisation's approach to capturing, documenting and disseminating results, good practices and lessons learned. *Required
no more than 300 words

Upload one example of report shared with external parties or equivalent *Required

Section C: Approaches To Partnership And Collaboration

* indicates a required field.

Criterion C1: The ANGO has documented arrangements with partner organisations in countries where it works

This criterion seeks to establish that the ANGO has documented, contractual frameworks in place to manage partnerships and initiatives.

NOTE: All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document.* For example: C1.1 Formal Authority to Operate, etc.

Indicator C1.1: ANGO and its implementing partners have authority to work in the countries where they work (through partnership agreements with Government, partnerships with local partners, or license to operate etc).

Complete the following information for your countries of operation, implementing partners in each country, and the nature of authority to operate.

Use the 'Add More' button for additional countries, as required.



Country of Operation *Required

Implementing Partners *Required

Type of Organisation *Required

Years of Involvement *Required

Must be a number.

Nature of authority to operate *Required

e.g. registration of ANGO or partner, MOU with govt., agreement with partner or community etc

Add More

Upload one example of formal authority to operate in one country of operation *Required
Attach a file:

Indicator C1.2: ANGO has documented arrangements with partners.

Outline your organisation's approach to negotiating and signing documented arrangements with partners. *Required

Word count:
no more than 300 words

Upload template of standard partner agreement, MOU or equivalent template *Required
Attach a file:

Upload one example of a signed partner agreement, MOU or equivalent *Required
Attach a file:

Indicator C1.3: DFAT contractual obligations are reflected in partner agreements that relate to DFAT funding.

Outline your organisation's approach to ensuring DFAT contractual obligations are reflected in partner agreements involving DFAT funding. *Required

Word count:
no more than 300 words

Upload standard additional annexures or conditions for partner agreements, MOUs or equivalent, involving DFAT funding ***Required**

Attach a file:

Indicator C1.4: ANGO can demonstrate that its partnership agreements are understood and accepted by its partners.

Outline your organisation's approach to ensuring partnership agreements are understood and accepted by partners including all DFAT compliance requirements. ***Required**

Word count:
no more than 300 words

Additional indicators and questions for Full Accreditation (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Indicator C1.5: ANGO has documented procedures for managing its partnerships. (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Upload procedures or guidelines for the management of partnerships ***Required**
e.g. Manual of Policy & Procedures

Indicator C1.6: If ANGO is working in association with international affiliates or consortiums, there are documented roles and responsibilities of country offices and international partners, alliances or affiliates. (*Not Applicable*)

This section is not applicable because of your response to questions:

- "Is your organisation part of an international network or alliance?" on page 5
- "What level of Accreditation are you applying for?" on page 2

Outline your organisation's approach to negotiating and agreeing roles and responsibilities of country office, international partners, alliances or affiliates. *Required
no more than 300 words

Upload example of documented roles and responsibilities of country offices, international partners, alliance or affiliates *Required

Provide reference to any relevant clauses in MoU or equivalent (as provided in A1.4) between your organisation and the international network that outlines your respective roles and responsibilities of your organisation, country offices and the international partners, alliances or affiliates. *Required

Section C: Approaches To Partnership And Collaboration

*** indicates a required field.**

Criterion C2: The ANGO undertakes due diligence and assesses the capacity of its partner organisations.

This criterion seeks to establish that the ANGO takes a systematic approach to assessing the capacity and performance of its partners.

NOTE: All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document*. For example: C2.1a Due diligence assessment template, C2.1b Completed Due Diligence Assessment, etc.

Indicator C2.1: ANGO undertakes formal due diligence on all new partners.

Outline your organisation's approach to undertaking formal due diligence on all new partners. *Required

Word count:
Must be no more than 300 words.

Upload guidelines or standard template used for due diligence assessment of new partners *Required
Attach a file:

Upload one example of a completed due diligence assessment of a new partner *Required
Attach a file:

Indicator C2.2: ANGO regularly assesses the capacity of its implementing partners including financial management, safeguarding practices and operational performance.

Outline your organisation's approach to the regular assessment of the capacity of implementing partners (include reference to frequency and rationale for differing approaches). *Required

Word count:
no more than 300 words

Upload one example of completed partner capacity assessment *Required
Attach a file:

Indicator C2.3: ANGO ensures its implementing partners can differentiate between development activities and non-development activities.

Does your organisation support implementing partners to undertake non-development activities? *Required
Response required.

- Yes
 No

This section is not applicable because of your response to question: "Does your organisation support implementing partners to undertake non-development activities?" on page 13

Outline how your organisation ensures implementing partners are differentiating between development activities and non-development activities. *Required
Must be no more than 300 words.

Upload one example of communication with partner regarding the differentiation between development and non-development activities *Required

Additional indicators and questions for Full Accreditation (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Indicator C2.4: ANGO assesses the capacity of its implementing partners, every 3-5 years, in a systematic and documented manner including financial management, safeguarding practices and operational performance or more frequently if required. (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Upload guidelines or standard template used for the capacity assessment of implementing partners *Required

Section C: Approaches To Partnership And Collaboration

*** indicates a required field.**

Criterion C3: The ANGO continually supports its partners to manage joint initiatives in a manner consistent with current good practice

This criterion seeks to establish that the ANGO provides adequate ongoing capacity strengthening support to partners to enable good development practice and comply with DFAT funding obligations.

NOTE: All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document*. For example: C3.3 Partner Feedback mechanism, C3.4 Partner Capacity Strengthening Plan, etc.

Indicator C3.1: ANGO has taken the capacity of implementing partners into account in program design and delivery.

Outline your organisation's approach to taking the capacity of implementing partners into account in program design and delivery describing one example. *Required

Word count:
Must be no more than 300 words

Indicator C3.2: ANGO monitors and responds to the performance of its implementing partners, including implementation of policy requirements.

Outline your organisation's approach to monitoring and responding to the performance of its implementing partners, including implementation of policy requirements. *Required

Word count:
no more than 300 words

Indicator C3.3: ANGO enables partners to provide feedback, raise complaints and receive a response through an effective, accessible and safe process.

Outline your organisation's approach to enabling partners to provide feedback, raise complaints and receive a response. *Required

Word count:
no more than 300 words

Upload example of documentation from partner feedback mechanism or process ^{*}Required
Attach a file:

Additional indicators and questions for Full Accreditation (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Indicator C3.4: ANGO has documented implementing partner capacity strengthening plans. (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline how your organisation develops and implements partner capacity strengthening plans ^{*}Required
no more than 300 words

Upload one example of a partner capacity strengthening plan (related to the capacity assessment provided in C2.2) ^{*}Required

Indicator C3.5: ANGO can demonstrate it works with implementing partners on an ongoing basis to operate in a manner that is consistent with good development practice and meets reasonable risk management and safeguarding policy obligations. (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline your organisation's approach to working with implementing partners on an ongoing basis to operate in a manner that is consistent with good development practice and meets reasonable risk management and safeguarding policy obligations. ^{*}Required
no more than 300 words

Indicator C3.6: ANGO has a system to assess the effectiveness of its partnerships or collaborations. (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline your organisation's approach to assessing the effectiveness of its partnerships or collaborations. ^{*}Required
no more than 300 words

Upload standard template or completed report assessing effectiveness of partnership or collaboration ^{*}Required

Section D: Communications

*** indicates a required field.**

Criterion D1: The ANGO acknowledges and attributes Australian government support

This criterion seeks to assess that ANGOs and its partners have commitment and capacity to comply with the ANCP/[DFAT requirements](#) to acknowledge Australian Government support.

NOTE: All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document.* For example: D1.1a Promotional material showing public recognition in Australia, D1.2 Policy on acknowledgement and attribution, etc.

Indicator D1.1: ANGO acknowledges and attributes the Australian identity and the support of the Australian Government, both in Australia and overseas.

Outline your organisation's approach to acknowledging and attributing the Australian identity and the support of the Australian Government in:

Australia ***Required**

Word count:
Must be no more than 200 words

Countries where support is provided ***Required**

Word count:
Must be no more than 200 words

Upload three examples of promotional or other materials which shows public recognition of the Australian identity and the support of the Australian Government in Australia ***Required**

Attach a file:

Upload three examples of promotional or other materials which shows public recognition of the Australian identity and the support of the Australian Government in countries where support has been provided ***Required**

Attach a file:

Additional indicators and questions for Full Accreditation (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Section D: Communications

*** indicates a required field.**

Indicator D1.2: ANGO has documented procedures that address the acknowledgement and attribution of the Australian identity and support of the Australian Government. (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Upload policy or guidance notes that addresses the acknowledgement and attribution of the Australian identity and support of the Australian Government *Required

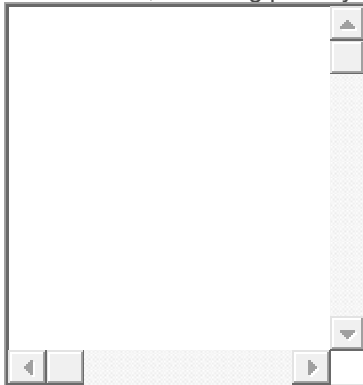
Criterion D2: The ANGO provides accurate, timely and accessible information about the organisation, its objectives and its activities, in a manner that respects the dignity of recipient communities

This criterion seeks to assess an organisation's commitment to transparency.

NOTE: All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document.* For example: D2.1 Example of Sharing information, D2.4 Policy on public materials, etc.

Indicator D2.1: ANGO and its partners share accurate, timely and accessible information with its stakeholders, including primary stakeholders.

Outline your organisation's approach to sharing accurate, timely and accessible information with stakeholders, including primary stakeholders. *Required



Word count:
no more than 300 words

Provide up to 3 webpage links that demonstrate how your organisation publishes information about its work

Webpage reference 1 *Required

Must be a URL

Webpage reference 2

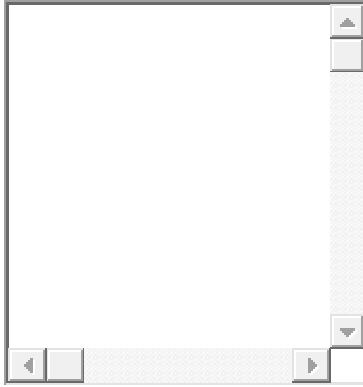
Must be a URL

Webpage reference 3

Must be a URL

Indicator D2.2: There is consistency between ANGO's activities and its promotional material.

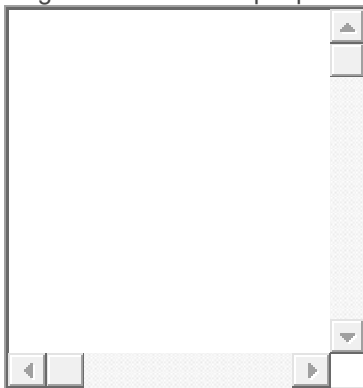
Outline your organisation's approach to ensuring consistency between its activities and its promotional material. *Required



Word count:
no more than 300 words

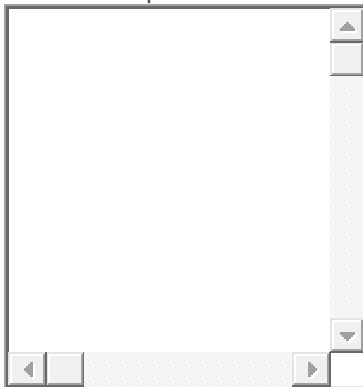
Indicator D2.3: ANGO's promotional material respects the dignity, values, history, religion and culture of the people with whom it works.

Outline your organisation's approach to ensuring promotional materials respect the dignity, values, history, religion and culture of people. *Required



Word count:
no more than 300 words

Outline your organisation's approach to seeking informed consent for the collection and use of images and stories. *Required



Word count:
no more than 300 words

Additional indicators and questions for Full Accreditation (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Indicator D2.4: ANGO has established systems to ensure that any public materials are quality assured against guidelines. (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Upload policy, guidelines or equivalent that ensures public materials are quality assured, ensuring they are accurate, timely and accessible and respect the dignity, values, history, religion and culture of people *Required

Indicator D2.5 ANGO has agreed guidelines with international partners, alliances or affiliates covering appropriate attribution in organisational promotional materials. (*Not Applicable*)

This section is not applicable because of your response to questions:

- "What level of Accreditation are you applying for?" on page 2
- "Is your organisation part of an international network or alliance?" on page 5

Outline your organisation's approach to ensuring appropriate attribution in organisational promotional materials amongst international partners, alliance or affiliates. *Required
Must be no more than 300 words.

Section E: Financial Management

*** indicates a required field.**

Criterion E1: The ANGO has effective financial management policies, systems and capacity

This criterion seeks to establish that the ANGO has appropriate policies, systems and capacity in place to effectively manage its commitments and obligations to DFAT.

NOTE: All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document.* For example: E1.1a Key Financial Policy, E1.3a Schedule of delegations, etc.

INTERNAL CONTROLS

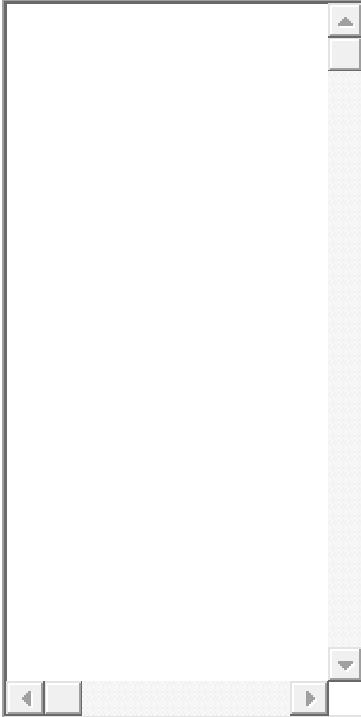
Indicator E1.1: ANGO has documented policies and procedures to account for funding.

Outline your organisation's procedures and practices in Australia in the following areas:

- Budgeting
- Receipting and recording of donations and grants
- Responsibilities of officers and their delegations
- Purchasing/contracting policies and procedures
- Accounts payment systems, including overseas transfers and payments
- Certification of accounts and partner acquittals
- Acquittal Reporting and Consolidation
- Cash Management
- Bank and Key account reconciliations
- Assets (Overseas) management
- Staff records

- Travel approval
- Financial records management
- Project financial management
- Calculation and use of interest, with specific reference to donor funds
- Management of exchange rate gains/losses, with specific reference to donor funds

Response ***Required**



Word count:

Must be no more than 1000 words

Upload copies of key financial policies, systems and procedures, or an index if documents are very large ***Required**

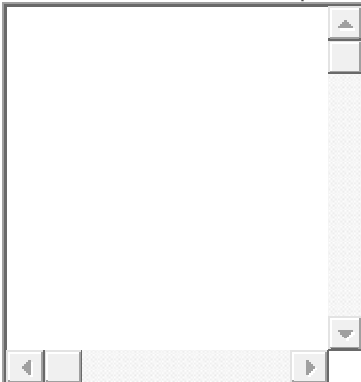
Attach a file:

Upload procurement policy ***Required**

Attach a file:

Indicator E1.2: ANGO has financial systems controlling general ledger and project ledgers.

Outline your organisation's general ledger system (including its name) and whether it has the ability to account for income and expenditure at a project level. ***Required**

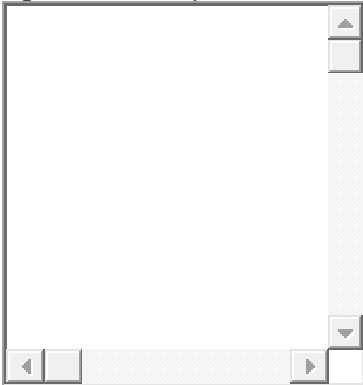


Word count:

no more than 300 words

Indicator E1.3: ANGO has documented delegation and authorisation levels for personnel, including cheque signatories.

Outline your organisation's delegation and authorisation levels for personnel, including cheque signatories. *Required



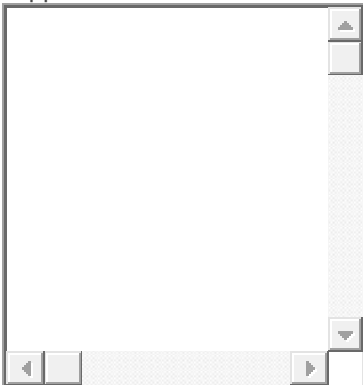
Word count:
no more than 300 words

Upload a schedule of delegation and authorisation levels for personnel *Required
Attach a file:

Upload a current list of approved cheque signatories *Required
Attach a file:

Indicator E1.4: ANGO has a clear segregation of duties between procurement, authorisation of supplier invoices and the authorisation of payment.

Outline how your organisation ensures segregation of duties between procurement, authorisation of supplier invoices and the authorisation of payment. *Required



Word count:
no more than 300 words

Indicator E1.5: ANGO produces audited financial statements.

List audits that have been undertaken of your organisation in the last five years.

Maximise

Date of audit	Type of audit	Who undertook the audit	Reason for audit (eg, donor requirement, scheduled)
<input type="text"/> *Requi red	<input type="text"/> *Requi red	<input type="text"/> *Requi red	<input type="text"/> *Requi red
Must be a date			

Upload audited financial statements and management letters of the ANGO from the last 3 years *Required
 Attach a file:

Indicator E1.6: ANGO has appropriate procedures and practices to control funds sent overseas.

Outline your organisation's procedures and practices to control funds sent overseas. *Required

Word count:
 no more than 300 words

Overseas Payments/Transfers policy or procedure *Required
 Attach a file:

FINANCIAL CAPACITY

Indicator E1.7: ANGO has the financial human resource capacity to effectively manage its commitments and obligations to DFAT.

Outline your organisation's human resource capacity to effectively manage its commitments and obligations to DFAT including the level of resources and key financial and any project finance positions. *Required

no more than 300 words

Indicator E1.8: ANGO has the absorptive capacity to meet matching ratio requirements to effectively program and manage the level of ANCP funding provided or anticipated in the next Financial Year.

Outline your organisation's approach to managing its levels of operational reserves and how it has the absorptive capacity to manage its ANCP funding commitments. *Required

Word count:
no more than 300 words

Additional indicators and questions for Full Accreditation (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

INTERNAL CONTROLS (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Indicator E1.9: ANGO has an organisational approach to cost and value consciousness including procurement processes and costs, use of contractors, partnering or sub-granting arrangements, indirect costs, staffing arrangements, and travel and administration costs. (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline your organisation's approach to cost and value consciousness. *Required
no more than 300 words

FINANCIAL CAPACITY (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Indicator E1.10: ANGO has assessed its own capacity to undertake financial management (fiduciary assessment). (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline your organisation's approach to assessing its own capacity to undertake financial management. *Required
no more than 300 words

Upload the most recent example of a self-assessment of your organisation's own capacity to undertake financial management *Required

Section E: Financial Management

*** indicates a required field.**

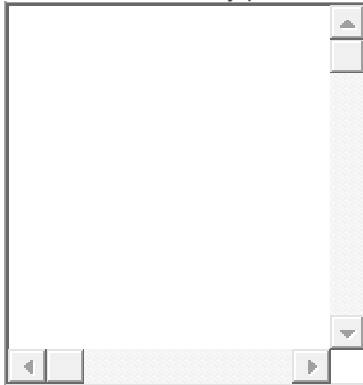
Criterion E2: The ANGO assesses, monitors and strengthens the financial management capacity of its implementing partners and affiliates to ensure they have the capacity and commitment to undertake activities in a professionally competent manner with regard to financial operations

This criterion seeks to establish that the ANGO assesses, monitors and strengthens the financial capacity of its partners and affiliates.

NOTE: All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document.* For example: E2.2a Fiduciary assessment template, E2.3 Project acquittal, etc.

Indicator E2.1: ANGO’s financial systems provide the necessary detail to effectively monitor expenditure in a timely manner.

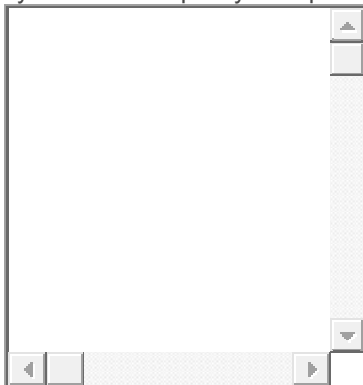
Outline your organisation’s approach to capturing and recording, monitoring and managing expenditure incurred overseas by partners and affiliates in a timely manner. ***Required**



Word count:
no more than 300 words

Indicator E2.2: ANGO undertakes regular assessment of the financial and risk management systems and capacity of implementing partners (fiduciary assessment) before contracting.

Outline your organisation’s approach to undertaking assessments of financial and risk management systems and capacity of implementing partners. ***Required**

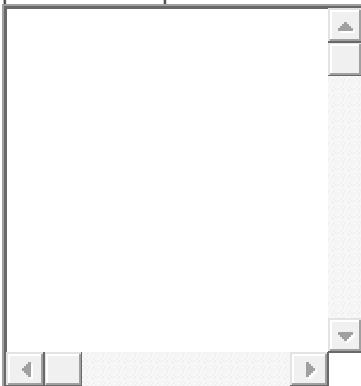


Upload standard template or guidelines for the fiduciary assessment of implementing partners ***Required**
Attach a file:

Upload one completed example of a fiduciary assessment of an implementing partner ***Required**
Attach a file:

Indicator E2.3: ANGO regularly receives and reviews project acquittals from implementing partners.

Outline your organisation’s approach to receiving and reviewing project acquittals from implementing partners. *Required

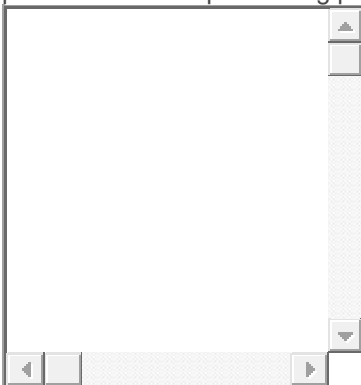


Word count:
Must be no more than 300 words.

Upload one project acquittal (for the same project as used in section B and C) *Required
Attach a file:

Indicator E2.4: ANGO monitors and responds to the financial management performance of its implementing partners.

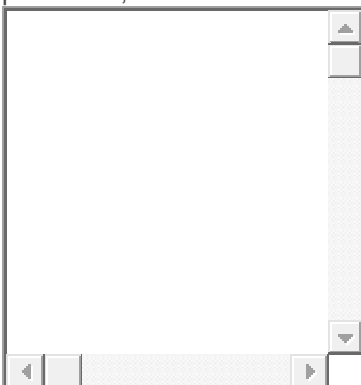
Outline your organisation’s approach to monitoring and responding to the financial management performance of implementing partners. *Required



Word count:
no more than 300 words

Indicator E2.5: ANGO assesses that implementing partners have practices in place to facilitate the prevention, detection and investigation of fraud.

Outline your organisation’s approach to assessing implementing partners’ practices to facilitate the prevention, detection and investigation of fraud. *Required



Word count:
Must be no more than 300 words.

Additional indicators and questions for Full Accreditation (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Indicator E2.6: ANGO can demonstrate it works with implementing partners on an ongoing basis to strengthen financial management capacity and operate in a manner that is consistent with good financial and risk management practice. (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline your organisation's approach to strengthening the financial management capacity of implementing partners on an ongoing basis. *Required
no more than 300 words

Indicator E2.7: ANGO assesses fiduciary risk of implementing partners and implements appropriate risk based controls. (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline your organisation's approach to assessing fiduciary risk of implementing partners and implementing risk based controls. *Required
Must be no more than 300 words.

Indicator E2.8: ANGO receives and reviews audited financial statements from implementing partners. (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline your organisation's approach to receiving and reviewing audited financial statements from implementing partners. *Required
no more than 300 words

Upload one example of any audit or financial review undertaken of your implementing partners or projects in the last 3 years *Required

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

List audits and/or financial reviews undertaken of your implementing partners or projects in the last five years.

Date of audit/review	Type of audit/review	Who undertook the audit/review	Reason for audit/review (eg, donor requirement, scheduled)
Must be a date.			

Indicator E2.9: If ANGO is working in association with international affiliates, networks or consortiums, the ANGO receives and reviews regular financial statements, expenditure and acquittal reports and independent audits. (*Not Applicable*)

This section is not applicable because of your response to questions:

- "What level of Accreditation are you applying for?" on page 2
- "Is your organisation part of an international network or alliance?" on page 5

Outline your organisation's approach to receiving and reviewing financial statements, expenditure and acquittal reports and independent audits from international affiliates, networks etc. *Required

no more than 300 words

Upload one example of a financial statement from an international affiliate or consortium partner ***Required**

Upload one example of an expenditure or acquittal report from an international affiliate or consortium partner ***Required**

Upload one example of an independent audit (if available) from an international affiliate or consortium partner ***Required**

Indicator E2.10: ANGO can request an independent audit of the implementing partners working in association with its international partners, alliances or affiliates, and has the right to withhold funds. (Not Applicable)

This section is not applicable because of your response to questions:

- "Is your organisation part of an international network or alliance?" on page 5
- "What level of Accreditation are you applying for?" on page 2

Outline your organisation's approach to requesting an independent audit of implementing partners working in association with international partners, alliance or affiliates and the process for withholding funds if necessary. ***Required**

no more than 300 words

Indicator E2.11: ANGO undertakes checks of implementing partners to ensure their internal controls (including fraud controls) are operating effectively and that staff are trained in the relevant policies and procedures. (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline your organisation's approach to undertaking checks of implementing partners to ensure their internal controls (including fraud controls) are operating effectively and that staff are trained in the relevant policies and procedures. ***Required**

no more than 300 words

Section E: Financial Management

*** indicates a required field.**

Criterion E3: The ANGO has effective policies, systems and practices to manage financial risk

This criterion seeks to establish that the ANGO has the policies, systems and practices required to assess, report & escalate, mitigate and manage financial risk including risks relating to fraud, corruption, terrorism financing, and overseas expenditure.

NOTE: All uploaded files must use the following naming convention: *number of indicator + a, b, c etc + brief description of document.* For example: E3.2a Financial report 2017-18, E3.3 Financial Risk Assessment of Partner, etc.

Indicator E3.1: ANGO conducts assessments of financial risks particular to its operating context.

Outline your organisation's approach to assessing the financial risks particular to its operating context. ***Required**

Word count:
Must be no more than 200 words

Indicator E3.2: ANGO provides regular financial reports and financial risk reports to its governing body

Outline your organisation's approach to providing financial reports and financial risk reports to its governing body *Required

Word count:
no more than 300 words

Provide a sample of three (3) financial reports and financial risk reports to the ANGO governing body:

Financial Report 1 *Required
Attach a file:

Financial Report 2 *Required
Attach a file:

Financial Report 3 *Required
Attach a file:

Financial Risk Report 1 *Required
Attach a file:

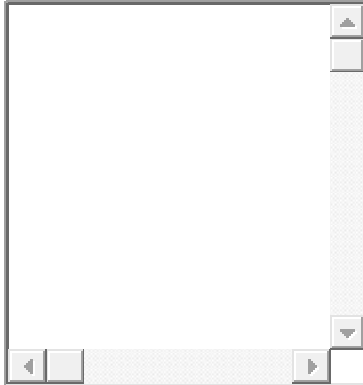
Financial Risk Report 2 *Required
Attach a file:

Financial Risk Report 3 *Required
Attach a file:

Upload minutes of the two most recent Audit and Risk Committee (or equivalent) meetings *Required
Attach a file:

Indicator E3.3: ANGO undertakes periodic assessments of financial risk of its implementing partners.

Outline your organisation's approach to assessing financial risk of implementing partners. *Required

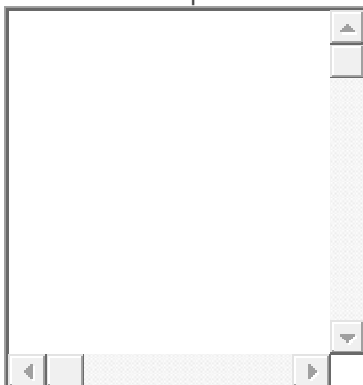


Word count:
no more than 300 words

Upload one example of a financial risk assessment of an implementing partner *Required
Attach a file:

Indicator E3.4: ANGO has documented agreements with implementing partners for the management and use of funds.

Outline your organisation's approach to developing documented agreements with implementing partners for the management and use of funds. Specifically include reference to the requirement to assess, report & escalate, mitigate and manage financial risk including risks relating to fraud, corruption, terrorism financing, and overseas expenditure is addressed). *Required



Word count:
no more than 300 words

Provide reference to clauses relevant to the management and use of funds in standard partner agreement, MOU or equivalent that was provided at Indicator C1.2. *Required

Indicator E3.5: ANGO has a foreign currency exchange policy for limiting rate movement exposure.

Outline your organisation's approach to managing and mitigating the risk of foreign currency exposures. *Required

An empty rectangular text box with a light gray background and a thin black border. It has a vertical scrollbar on the right side and a horizontal scrollbar at the bottom, both with small triangular arrows.

Word count:
Must be no more than 300 words.

Upload foreign currency exchange policy *Required
Attach a file:

Indicator E3.6: ANGO has appropriate insurance policies (e.g. public liability).

Upload a list of the organisation's insurance policies *Required
Attach a file:

ANTI FRAUD AND CORRUPTION

Indicator E3.7: ANGO has policies, systems and practices in place to facilitate the prevention, detection and investigation of fraud and the prevention of corruption.

Outline your organisation's approach to facilitating the prevention, detection and investigation of fraud and the prevention of corruption including training provide to staff, contractors and implementing partners. *Required

An empty rectangular text box with a light gray background and a thin black border. It has a vertical scrollbar on the right side and a horizontal scrollbar at the bottom, both with small triangular arrows.

Word count:
Must be no more than 300 words.

Has your organisation identified or reported any fraud in the last two years. If yes, provide summary details and describe what action has been taken post discovery to improve financial systems and processes? *Required

Word count:
Must be no more than 400 words.

Upload fraud and/or Anti-corruption policy *Required
Attach a file:

Upload fraud control plan or equivalent *Required
Attach a file:

TERRORISM FINANCING RISK

Indicator E3.8: ANGO has a policy to prevent terrorism financing.

Upload prevention of terrorism financing policy
Attach a file:

Indicator E3.9: ANGO has systems and processes in place to verify that it and its implementing partners undertake terrorism screening (frequency should be commensurate with the risk context).

Outline your organisation's approach to verifying that it and its implementing partners undertake terrorism screening at a frequency that is commensurate with the risk context. *Required

Word count:
no more than 300 words

Indicator E3.10: ANGO has systems to support implementing partners to have the necessary controls in place to prevent terrorism financing.

Outline your organisation's approach to supporting implementing partners to have the necessary controls to prevent terrorism financing. *Required

Word count:
no more than 300 words

Indicator E3.11: ANGO has appropriate risk management systems in place to prevent funds going directly or indirectly to individuals or organisations associated with terrorism

Outline your organisation's own risk management systems to prevent funds going directly or indirectly to individuals or organisations associated with terrorism. ***Required**

Word count:
no more than 300 words

Additional indicators and questions for Full Accreditation (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Indicator E3.12: ANGO undertakes periodic assessment of its own financial systems. (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline your organisation's approach to the periodic assessment of its own financial systems. ***Required**
no more than 300 words

Indicator E3.13: ANGO undertakes internal audits or reviews in response to financial risk assessment. (*Not Applicable*)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline your organisation's approach to undertaking internal audits or reviews in response to financial risk assessment. ***Required**
no more than 300 words

Upload example of an internal audit or review report ***Required**

Indicator E3.14: ANGO has appropriate business continuity plans and disaster recovery plans in place. (Not Applicable)

This section is not applicable because of your response to question: "What level of Accreditation are you applying for?" on page 2

Outline your organisation's approach to managing business continuity and disaster recovery. *Required
no more than 300 words

Upload reserves policy *Required

Business continuity plan and disaster recovery plan *Required

What was your organisation's financial reserves at the end of the last three financial years?

Year 1 *Required
e.g. 2017/18

Amount *Required
Must be a dollar amount.

Year 2 *Required
e.g. 2016/17

Amount *Required
Must be a dollar amount.

Year 3 *Required
e.g. 2015/16

Amount *Required
Must be a dollar amount.

Declaration and Privacy Statement

*** indicates a required field.**

Authorising Officer

The Department of Foreign Affairs and Trade (DFAT) must comply with the [Australian Privacy Principles](#) contained in the *Privacy Act 1988* (Cth) (Privacy Act). The DFAT Privacy policy is available [here](#).

The information you provide in your Agency Profile is used by DFAT to assess your organisation's application for Accreditation. This information, including personal information, will be disclosed to a review team contracted by DFAT to assess your organisation's claims against the Accreditation Criteria and the Committee for Development Cooperation. Applicants should also note the provisions of the [Freedom of Information Act 1982](#) apply to documents in DFAT's possession.

I, certify that:

- I have read the relevant information provided in the Australian NGO Accreditation Guidance Manual and confirm the organisation meets the eligibility criteria.
- The statements in this application are true to the best of my knowledge.
- I acknowledge that this application will be assessed on its merits.
- I understand that my contact details may be used to receive information updates about relevant DFAT activities, and that I may choose to opt out of further updates at any time.

I am authorised to complete this application and have read and understood the declaration and privacy statement *Required

Response required.

Authorised person's name *Required

Title

First Name

Last Name

Position held *Required

Date of declaration *Required

dd/mm/yyyy

Close