



# Australian NGO Cooperation Program

Accreditation Webinar  
July 2015

Foreign Affairs and Trade



# What this Webinar will cover

- DFAT Aid Policy Framework
- What is the Accreditation Process
- What has changed about Accreditation
- Using the Online System



# The Australian Aid Program



- The Government announced an allocation of \$127.3 million to the Australian NGO Cooperation Program in the 2015-16 Official Development Assistance Budget (a 5% reduction from \$134 million in 2014-15):
  - the reduction is less than the overall cut to the aid program and reflects the high regard in which the government holds the ANCP and its effectiveness in delivering tangible results.
- Under the Aid Paradigm announced in 2014, the Aid Program will continue with an increased focus on economic growth, including the private sector as a driver of development.
- Health, Education and Humanitarian funding remain important priorities, as they are the foundations of economic development.
- Women's participation in economic development is also a priority, as well as supporting good governance, which also underpin economic development.
- Effective NGO partners continue to be an important part of delivering the aid program.



# Accreditation



- To participate in the Australian-NGO Cooperation Program (ANCP) NGOs must meet a set of established criteria.
- This provides DFAT and the Australian public with confidence that the ANCP is funding well managed and effective organisations that are accountable to their stakeholders.
- NGOs can apply for accreditation at the full or base level
- There is also a set of eligibility criteria the NGO must meet before they can submit an application.
  - Two year track record of managing development activities
  - Signatory to the ACFID Code of Conduct and annual compliance
  - ABN
  - Not on any international sanctions lists
  - Minimum RDE average over 3 years.



# Accreditation Process



Submit Online

4 weeks later  
Desk  
Assessment  
provided to  
DFAT and then  
to the NGO for  
response

4-6 weeks later  
after NGO is  
sent DA  
Site Visit

2 weeks later  
OR provided to  
DFAT and then  
to the NGO

4 weeks later  
OR provided to  
the CDC to  
review

**1. Application/Agency Profile** - providing information against the selection criteria is submitted to DFAT from the NGO

**2. Desk Assessment** – conducted by an Independent Review team against the selection criteria

**3. Organisational Review** – providing Desk Assessment is successful, the team make a site visit 2-3 days and then submit and OR Report to DFAT

**4. Acceptance of the OR by DFAT and the Committee for Development Cooperation (The CDC - Peak ANCP Body)**

**5. Approval by the DFAT delegate** – this is the date of accreditation.



# Key Principles of the Accreditation Assessment process



- Accountability and transparency – established set of criteria
- Risk management
- Peer Assessment – both from experienced NGO professionals on the review team and senior NGO staff participating in the CDC
- Collaboration and Participation – Review team work with each NGO to understand their individual approaches
- Decisions are evidence-based.
- Recognition of the diversity of the NGO sector in assessing against criteria.
- Continuous learning and capacity improvement within the sector





# Improvements to the Accreditation Process

- Process simplified with all applications, reviewing and approvals done using an online system.
- NGOs no longer fill out a paper based application form but enter information directly into an online application.
- The number of criteria and annexes has been reduced to remove some of the duplication in the previous paper form.
- Accreditation is now accepted by other DFAT programs as the equivalent of a comprehensive Due Diligence Assessment.
  - ANCP NGOs can be contracted to other aid programs without requiring a new due diligence process – other technical assessments may still apply as part of the selection process.



# New and Upgraded Accreditation Applications



- NGO applications for new or upgraded accreditation can be submitted online between **1 September to 1 December** annually.
- NGOs will be assessed in the order they are received.
- **New and upgraded** accreditations are subject to budget availability in 2016-17.





# Re- accreditation Applications

- NGOs who are undergoing re-accreditation can submit anytime, according to pre-agreed deadlines.
- **Existing** accredited NGOs who successfully re-accredit will remain in the current funding pool.



# Accreditation Manual



- The DFAT *NGO Accreditation Guidance Manual* is available on the DFAT website:

<http://dfat.gov.au/aid/who-we-work-with/ngos/Pages/accreditation-for-australian-non-government-organisations.aspx>

- This document contains information on the accreditation process and policy.
- It also explanatory notes on each of the selection criteria



# New Selection Criteria Framework

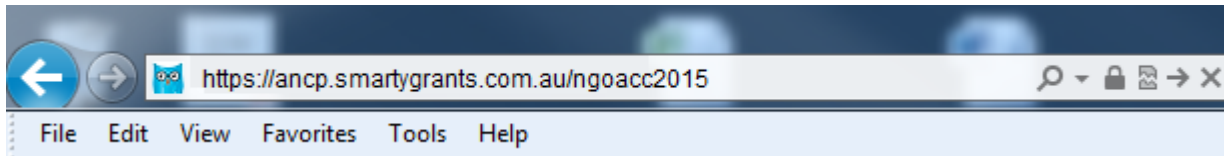
- Criteria have reduced from 20 to 16
- All criteria now apply to base and full applications, although additional indicators apply for full accreditation.
- DFAT Due Diligence requirements now captured within criteria;
  - Australian Government branding to be given more prominence
  - Broader sanctions lists
  - Questions on value for money
  - Disability principles/policy
  - More emphasis on effectiveness and transparency



# Using Accreditation Online




- Enter the following URL into your browser
  - <https://ancp.smartygrants.com.au/acc2015>




- Or, select the link from the ANCP Accreditation web page:
  - <http://aid.dfat.gov.au/ngos/pages/accreditation.aspx>







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**Australian Aid** 

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## New Accreditation 2015



[Preview the form](#)

This round will open at 9:00AM 1 September 2015 (AEST - Sydney time) for submissions.

**IMPORTANT:** Please read information below to assist you in completing your application online.

### BEFORE YOU BEGIN

Welcome to the Department of Foreign Affairs and Trade ANCP online Accreditation application service, powered by SmartyGrants.

You may begin anywhere in this application form. Please ensure you save as you go.

For queries about the guidelines, deadlines, or questions in the form, please contact us at the email [accreditation@dfat.gov.au](mailto:accreditation@dfat.gov.au) and quote your application number.

[Click here to view the guidelines.](#)

If you need more help using this form, download the [Help Guide for Applicants](#) or check out [Applicant Frequently Asked Questions \(FAQ's\)](#)

### NAVIGATING (MOVING THROUGH) THE APPLICATION FORM

On the right hand side of every screen, there is a box which links directly to every page of the application. Click the link to jump directly to page you want.

You can also click 'next page' or 'previous page' on the top or bottom of each page to move forward or backward through the application.

### SAVING YOUR DRAFT APPLICATION

If you wish to leave a partially completed application, press 'save' and log out. When you log back in and click on the "My Submissions" link at the top of the screen, you will find a list of any applications you have started or submitted. You can reopen your draft application and start where you left off.





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[Current Rounds](#)

## Login or Register

You must register before you can make an online submission.

Registration gives you secure access to your forms allowing you to work on them over time rather than having to complete them all at once.

It only takes a moment to register and you can get started on your submission straight after registering.

Fields marked with \* must be completed.

### Login

If you're already registered or have started an online form log in here.

Email Address: \*

Password: \*

[Forgotten your password?](#)

By clicking **Log In** you agree to SmartyGrants' [terms of use](#) and [privacy statement](#).

Log In

### Register

If you haven't registered or started filling in a form, register here.

Your Name: \*

Organisation:

Email Address: \*

Password: \*

Passwords must be longer than 8 characters in length and must meet 2 of the following requirements:

- include letters
- include non-alphabetical characters
- include numbers

Click **Continue** to confirm your registration.

Continue





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Australian  
Aid 

Logged in: Test Applicant, DFAT. [My Submissions](#) [Log Out](#)

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Hey Test Applicant! You have successfully logged in.

## Accreditation for Australian NGOs



[Fill Out  
Now](#)



[Preview  
the form](#)

Submissions are now being accepted.



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All your current and past grant submissions — if any — are available below.  
To start a new submission, click on the name of the round you'd like to fill out.

To update your name, organisation or password: [Update My Details](#)

## Your Submissions

### Forms In Progress

[Hide](#) Accreditation for Australian NGOs — 07



**NGO Accreditation**

**In progress**, created on 8 August 2014




Australian Government

Department of Foreign Affairs and Trade


[www.dfat.gov.au](http://www.dfat.gov.au)

# Form Navigation





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**Australian Aid**

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**Accreditation for Australian NGOs — 07**

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[Save Progress](#)

[Save and Close](#)

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**Accreditation Details**

\* indicates a required field.

**Accreditation Information**

NGOs can seek accreditation at either *Base* or *Full* level.

**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 ANCP Guidelines.

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

**Full Accreditation**

**Form Navigation**

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- [2. Accreditation Details](#)**
- [3. Criterion A1: Legal Status](#)
- [4. Criterion A2: Governance](#)
- [5. Criterion B1: Track Record](#)
- [6. Criterion B2: Good Sector Practice](#)
- [7. Criterion B3: Program Capacity](#)
- [8. Criterion B4: Monitoring and Evaluation](#)



# Questions?



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[www.dfat.gov.au](http://www.dfat.gov.au)



# For more advice:

**Email:** [accreditation@dfat.gov.au](mailto:accreditation@dfat.gov.au)

**Website:** [www.dfat.gov.au](http://www.dfat.gov.au)

**Direct URL:** <http://aid.dfat.gov.au/ngos/pages/accreditation.aspx>

