

# ACFID Climate Action Peer Learning Program

Please fill the following information and return to [afitzpatrick@acfid.asn.au](mailto:afitzpatrick@acfid.asn.au) before 16<sup>th</sup> February 2024

Name of the organisation:

Organisation's Focal Point for Peer Learning Program

Name:

Email address:

Role in the organisation:

## Staff Participation

Organisations are encouraged to nominate up to 3 staff members for active participation throughout the Peer Learning Program. This approach maximizes opportunities for internal reflection, peer support, and ensures continuity if a staff member is unable to attend any sessions.

Staff participating on behalf of your organisation should be available for the following:

- Kick-Off Workshop: Wednesday, March 6th, 2024, 1:30-3 pm (online)
- Fortnightly Learning Group meetings from March to June 2024, lasting approximately one to one and a half hours. Preparation time for each meeting is expected to include reading resources and gathering example documents, such as policies, templates, and tools.
- Final Sharing, Reflection, and Planning Workshop: Tuesday, June 18th, 2024 (In-person, Sydney)

Nominated staff should possess a suitable understanding of the organisation's current climate action practices, preferably with the relevant level of responsibility to contribute to team and/or organisational changes and action plans aimed at enhancing climate practices. We request a commitment from the participating organisation to support and involve these staff members.

### **Nominated Staff #1**

Full Name:

Email Address:

Position/Role in the Organisation:

Will this staff member be available for the workshops and meetings listed above in March-Jun 2024?

Is the line manager of this staff member aware of the time commitment associated with participating in the Peer Learning Program?

### **Nominated Staff #2**

Full Name:

Email Address:

Position/Role in the Organisation:

Will this staff member be available for the workshops and meetings listed above in March-Jun 2024?

Is the line manager of this staff member aware of the time commitment associated with participating in the Peer Learning Program?

### **Nominated Staff #3**

Full Name:

Email Address:

Position/Role in the Organisation:

Will this staff member be available for the workshops and meetings listed above in March-Jun 2024?

Is the line manager of this staff member aware of the time commitment associated with participating in the Peer Learning Program?

## **Converting Learning into Action**

Participating organisations are encouraged to embrace a spirit of openness in reflections received, suggestions for changes to operational policies and procedures, considering adjustments to programming and advocacy approaches, as well as inputs into action plans resulting from their staff's active participation in this Peer Learning Program. While acknowledging that not every suggestion or input may be feasible for adoption and implementation, we strongly encourage organisations to proactively plan for the reception of these insights.

Describe how your organisation intends to receive, reflect upon, and potentially act on the insights gained from this program. For example, *Having participating staff share updates in monthly management meetings, Guiding sessions during the July Operational Planning Day, Designating a budget line for the implementation of a climate action plan in the upcoming financial year.*

## **Climate Action Framework - Priority Levels of Focus**

The Peer Learning Program will utilise the structure of the ACFID Climate Action Framework (as outlined below), which emphasises three primary levels:

1. Operational - Involves developing policies and processes to address internal and organisational climate impact and facilitate climate action.

2. Programmatic - Encompasses approaches and activities within overseas projects and programs that contribute to climate action.
3. Policy and Advocacy - Focuses on translating an ANGO's experiences and evidence from projects and partnerships into advocacy for local, national, regional, and/or global policies and actions by governments and other stakeholders.

	ADAPTATION ACTIONS	ENVIRONMENTAL RESTORATION ACTIONS	MITIGATION ACTIONS
OPERATIONAL LEVEL RESPONSES	<u>Organisational climate risk</u>	<u>Reducing environmental impact</u>	<u>Decarbonising programs and operations</u>
PROGRAMMATIC LEVEL RESPONSES	<u>Building climate resilience</u>	<u>Nature-based solutions</u>	<u>Low carbon development</u>
POLICY AND ADVOCACY LEVEL RESPONSES	<u>Increasing adaptation assistance</u>	<u>Increasing environmental protection and restoration</u>	<u>Global emissions reduction</u>

During the learning program, some participating organisations may choose to concentrate on specific levels of the framework. Kindly specify your preferences below:

Framework Level	Priority Level	Notes/ comments
Operational	This is: Not an area we want to focus Low priority Medium priority High priority	
Programmatic	This is: Not an area we want to focus Low priority Medium priority High priority	
Policy and Advocacy	This is: Not an area we want to focus Low priority Medium priority High priority	

## Preferences For Learning Groups

Learning Groups, consisting of 2, 3, or 4 participating organisations, will be established according to the preferences and priorities of the participating organisations. Kindly indicate your preferences for groupings below:

Grouping element	Consideration	Preference	Priority Level	Notes/ Comments
Organisation Size - Would you prefer to be grouped with organisations of a specific size (small, medium, large)?	Yes  No, not a preference	If yes,  Small  Medium  Large	This element is:  Low priority  Medium priority  High priority	
Thematic Focus of Organisation or Programming - Would you prefer to be grouped with organisations that share a similar thematic focus?	Yes  No, not a preference	If yes, please list your areas of thematic focus below	This element is:  Low priority  Medium priority  High priority	
Geographic Focus - Would you prefer to be grouped with organisations working in the same countries or regions as your organisation?	Yes  No, not a preference	If yes, please list the priority countries/regions.	This element is:  Low priority  Medium priority  High priority	
Structure/Partnering - Prefer grouping with organisations sharing similar structures or partnering approaches (e.g., international federation, collaboration with partner governments, or working with local CSOs)	Yes  No, not a preference	If yes, briefly describe your structure/partnering approach.	This element is:  Low priority  Medium priority  High priority	

## Principles For Collaboration

Participating organisations and their staff involved in this Peer Learning Program are requested to commit to their following principles when engaging with other organisations in their Learning Group and the broader Peer Learning Program cohort:

- We prioritise mutual understanding, shared aspirations, open dialogue, and constructive criticism to collectively address the common goal of combatting climate change.
- We strive to comprehend and respect the possibilities and constraints associated with each other's working environments.
- We acknowledge that sensitive information and documents may be shared during this process. Such information will not be disclosed, and upon completion, materials shared will be deleted unless explicit permission is granted to keep, use, or share the information or documentation.

Please confirm below if the organisation and all nominated staff are aware of and agree to these collaborative principles.

For any question regarding the Climate Action Peer Learning Program and/or the registration process, please contact Anne Fitzpatrick at [afitzpatrick@acfid.asn.au](mailto:afitzpatrick@acfid.asn.au)