



## DOOR OF HOPE AUSTRALIA INC

68 Brunel Road, Seaford VIC 3198

Ph: 61 3 9584 9531

enquiries@doorofhope.com.au

www.doorofhopeaustralia.org

**ABN: 44 901 023 508**

## DOHA PROJECTS POLICY

### 1. Introduction

Door of Hope Australia Inc. (DOHA) is committed to high-quality international development. We believe true development is only possible through meaningful interaction with primary stakeholders. Our projects are designed to be sustainable, inclusive, and community-led, moving beyond simple aid toward long-term capacity building.

### 2. Project Design and Methodology

DOHA utilizes the **Logical Framework Approach (LFA)** to ensure projects are evidence-based and results-oriented.

- **Identification:** Projects are identified through community-led "Felt Needs" assessments and field visits.
- **Tools:** The Project Manager (PM) uses **Problem & Objective Trees** to identify root causes and the **Logframe Matrix** to define clear outputs, outcomes, and indicators.
- **Cross-Cutting Issues:** Every design must explicitly consider gender equality, disability inclusion, and **climate change resilience** (ACFID 2024 requirement).

### 3. Risk Management Cycle

Risk management is an ongoing process at DOHA. We identify potential internal and external threats, ranging from political instability and financial fraud to climate-related disasters and safeguarding risks.

DOHA follows a six-stage risk cycle:

1. **Identify:** Proactively search for risks.
2. **Analyse:** Assess impact, probability, and timeframe.
3. **Plan:** Develop a 'Risk Management Plan' with specific mitigation actions.
4. **Track:** Monitor risks continuously.
5. **Control:** Execute corrective actions when needed.
6. **Communicate:** Provide feedback to all stakeholders regarding emerging risks.

## 4. Appraisal and Approval

Before a project is approved, the Board of Directors (BD) must appraise the proposal against the following criteria:

- **Sustainability:** Will the benefits continue after DOHA's funding ends?
- **Inclusion:** Have the most vulnerable (women, children, people with disabilities) been consulted and included?
- **Value for Money:** Is this the most efficient and effective way to achieve the objectives?
- **Safeguarding:** Is there a clear plan to prevent harm, violence, or exploitation of stakeholders?

## 5. Implementation and Monitoring

While overseas partners typically lead implementation, DOHA maintains rigorous oversight:

- **Evidence-Based Monitoring:** We require more than just written reports; monitoring includes photographs, financial receipts, and regular field visits by the PM.
- **Interim Reporting:** Partners must submit reports every few months, which are analyzed against the original Logframe.
- **Adaptive Management:** If monitoring indicates that the original plan is no longer effective, the PM may submit a "Change Request" to the Board to adapt the project.

## 6. Field Documentation

Every field visit requires a formal **Field Report** submitted to the Board, including:

- **Objectives vs. Outcomes:** Did the visit achieve what it set out to do?
- **Stakeholder Feedback:** Direct quotes or summaries of discussions with community members.
- **Observations:** Visual and qualitative evidence of project progress or challenges.

## 7. Evaluation and Learning

DOHA evaluates projects not just for accountability, but for **learning**. We ask:

- **Effectiveness:** Did we accomplish what we promised?
- **Capacity:** Did the community gain new skills, or did we create dependency?
- **Lessons Learned:** What would we do differently next time?
- **Equity:** Who benefited most, and did anyone "miss out"?

## 8. Policy Review

The DOHA Projects Policy is a living document and will be reviewed every two years to ensure alignment with ACFID, DFAT, and evolving best practices in international development.

Last Reviewed: 13<sup>th</sup> March 2026

Next Review: [Date + 2 Years]