How DAC members work with CSOs

SURVEY QUESTIONNAIRE FOR DAC MEMBERS

*Country:  
*Institution:  

*Contact person name:  

*Email:  
*Phone number:  

SECTION 1: OVERVIEW, DEFINITIONS, CATEGORIES, FUNDING FLOWS

This section of the report will provide an overview (including definitions and categories of civil society and NGOs) and present existing DAC statistics on aid “to” and “through” NGOs. Questions marked with a * are mandatory.

1 How does your institution define non-governmental organisations (NGO) and/or civil society organisations (CSO)?

*Please state both if you use different definitions for NGOs and for CSOs.*

2 *Types of civil society organisations which your institution supports:*

Select one or several options:

- National non-governmental development organisations (with headquarters in the DAC member country)
- National umbrella body for NGOs involved in development (with headquarters in the DAC member country)
- Other national civil society organisations (including trade unions, faith-based organisations, foundations, research institutes) present in the DAC member country
- (which could have, but do not necessarily have, their headquarters in the DAC member country)
- Other international civil society organisations including trade unions, professional associations, faith-based organisations, foundations, research institutes (which could have, but do not necessarily have, its headquarters in the DAC member country)
- Local NGOs (with headquarters in a partner country)
- Other civil society organisations with headquarters in a partner country (including farmers associations, not-for-profit media, faith-based organisations, research institutes)
- National, international or local NGOs focussed specifically on humanitarian action
- Other
SECTION 2: DONOR POLICY AND STRATEGY

This section of the report will address the donors’ policies and strategies, and their motivations for supporting and working with development NGOs and civil society more broadly. Questions marked with a * are mandatory.

1 *Does your institution have a policy or strategy for working with civil society organisations?
   - Yes
   - No
   - It is being developed
   - N/A

   If “yes” or “it is being developed”: If available to the public, please provide link in the form of http:// (or send document per email to Jenny.Hedman@oecd.org)

   a) What organisations does the policy/strategy cover: Type

      Select one option
      - Non-governmental development organisations only
      - Civil society groups more widely (including NGOs, trade unions, faith-based organisations, foundations, research institutes, professional associations)

   b) What organisations does the policy/strategy cover: Location

      Select one option
      - Organisations with headquarters in or based in the DAC member country (national and international) only
      - Organisations based in partner countries (local) and in the DAC member country (national and international)

   c) Does the policy or strategy apply to humanitarian action?

      Select one option
      - Yes
      - No

      If you answered “no” to question 1c: Is there a separate policy base for humanitarian action?

      Select one option
      - Yes
      - No

      If there is a separate policy base for humanitarian action, and this is available to the public, please provide link in the form of http:// (or send document per email to Jenny.Hedman@oecd.org)
2 Does your institution have stated priority areas/themes for NGO activities?

*In case your institution distinguishes between work with NGOs and the wider civil society, please note that this question refers to NGOs specifically.*

- [ ] No
- [ ] Yes

If “yes”:

a) Do these priorities apply to all support provided?

- [ ] Yes
- [ ] No, but the majority
- [ ] No, only some

b) These priorities are:

*Select one or several options*

- [ ] Geographical
- [ ] Sectoral
- [ ] Thematic (including “cross-cutting”)
- [ ] Other – please specify: [ ]


c) These priorities areas are:

*Select one option*

- [ ] The same as those of the funding DAC donor (“intensive complementarity”)
- [ ] Different from those of the funding DAC donor (“extensive complementarity”)
- [ ] Some are different and some are the same as the funding DAC donor’s


d) Compliance with these priorities is ensured through:

*Select one or several options*

- [ ] Financial incentives or requirements
- [ ] No specific follow-up
- [ ] Other – please specify: [ ]
What is your institution’s main objective for working with NGOs?

*If your institution distinguishes between NGOs and CSOs, please note that this question refers mainly to NGOs rather than civil society more widely.*

Please tick either: very important, important, somewhat important, or is not an objective

- **To promote awareness about development co-operation in the DAC member country**
  - Very important
  - Important
  - Somewhat important
  - Not an objective

- **To enhance NGOs own institutional or development capacity**
  - Very important
  - Important
  - Somewhat important
  - Not an objective

- **To reach a specific development objective (implement aid programmes) linked to service delivery**
  - Very important
  - Important
  - Somewhat important
  - Not an objective

- **To reach a specific development objective (implement aid programmes) linked to accountability and democratic processes in partner countries**
  - Very important
  - Important
  - Somewhat important
  - Not an objective

If available, please copy your institution’s overall objective/rationale for working with NGOs

**Has this objective changed in the last 5 years?**

- Yes
- No

If “yes” please describe how:

What does your institution identify as the comparative advantages of NGOs?

*If your institution distinguishes between NGOs and CSOs, please note that this question refers mainly to NGOs rather than civil society more widely.*

Please tick either: very important, important, somewhat important, not important, or N/A

- **Education and advocacy in the DAC country**
  - Very important
  - Important
  - Somewhat important
  - Not important
  - N/A

- **Skills and expertise in a specific area (geographic, sectoral, thematic, technical, etc)**
  - Very important
  - Important
  - Somewhat important
  - Not important
  - N/A

- **Ability to innovate**
  - Very important
  - Important
  - Somewhat important
  - Not important
  - N/A
• Ability to pilot initiatives in partner countries that can be scaled-up

[ ] Very important  [ ] Important  [ ] Somewhat important  [ ] Not important  [ ] N/A

• Proximity to beneficiaries/reaching constituencies in partner countries

[ ] Very important  [ ] Important  [ ] Somewhat important  [ ] Not important  [ ] N/A

• Opportunity to broaden the geographical and/or thematic focus of the DAC donors ODA

[ ] Very important  [ ] Important  [ ] Somewhat important  [ ] Not important  [ ] N/A

• Opportunity to provide support in fragile states and situations (including through local organisations)

[ ] Very important  [ ] Important  [ ] Somewhat important  [ ] Not important  [ ] N/A

• To support accountability and empowerment processes in developing countries (promote democracy)

[ ] Very important  [ ] Important  [ ] Somewhat important  [ ] Not important  [ ] N/A

• To support or provide service delivery in developing countries

[ ] Very important  [ ] Important  [ ] Somewhat important  [ ] Not important  [ ] N/A

• Their ability to quickly provide humanitarian assistance

[ ] Very important  [ ] Important  [ ] Somewhat important  [ ] Not important  [ ] N/A

• Other - please describe

[ ] Very important  [ ] Important  [ ] Somewhat important  [ ] Not important  [ ] N/A

What disadvantages or challenges has your institution experienced when working with NGOs?

*If your institution distinguishes between NGOs and CSOs, please note that this question refers mainly to NGOs rather than civil society more widely.*

Select one or several options

[ ] Limited legitimacy of NGOs

[ ] Limited profile/leverage with the partner country government

[ ] Limited capacity (including for example high staff turnover)

[ ] Lack of accountability and transparency (including corruption issues)

[ ] Compete with partner government (issues around the role in state-building and service delivery)

[ ] Duplication of activities/challenges of co-ordination with donors and other NGOs
Transaction costs for the donor in dealing with many small organisations
Other, please describe:

*If your institution is responsible for or involved in policy making, do you consult with civil society for this?

- Yes
- No
- My institution is not responsible for or involved in policy making

If “yes”:

a) Consultations are held on:
Select one or several options
- The donor’s civil society/NGO policies and strategies
- The donor’s aid and development policies at headquarters
- The donor’s strategies/programmes at partner country level
- The donor’s multilateral policies related to development co-operation
- Other, please specify:

b) Consultations are held with:
Select one or several options
- NGOs present in the DAC member country
- Civil society groups present in the DAC member country (including NGOs, trade unions, faith-based organisations, foundations, research institutes, professional associations)
- NGOs present in partner countries
- Civil society groups present in the partner country (including farmers associations, not-for-profit media, faith-based organisations, research institutes)
- Other, please specify:

c) Consultations are held:
Select one option
- Regularly and scheduled in advance
- As needed (ad hoc)
d) At what point in the policy-making process are consultations held?

* Possibility to select several options
  - During initial discussions about content
  - While drafting the policy
  - At the final stages/once a draft of the policy has been prepared

e) How would you describe the NGOs’ level of satisfaction with the consultation process?

* Possibility to select several options
  - Very satisfied
  - Satisfied
  - Partially satisfied
  - Not satisfied at all

8 If your institution has an action plan for implementing the *Accra Agenda for Action*, does it include civil society?

- Yes
- No
- The donor institution does not have an AAA action plan

If available to the public, please provide link in the form of http:// (or send document per email to Jenny.Hedman@oecd.org)

9 How do you ensure that your support to and through civil society is in line with the *Paris Declaration* principles and the *Accra Agenda for Action*?

10 Is there anything else you would like to add about your policies and strategies related to civil society?

SECTION 3: SUPPORT MECHANISMS

This section of the report will address the instruments and mechanisms used by donors for working with development NGOs and civil society more broadly, including funding arrangements. *Questions marked with a * are mandatory.*

1 How many institutions of the DAC member provide funding to civil society (one of which is the responding institution)?

- 0
- 1
- 2
- 3
- 4
- 5

2 How many different funding mechanisms or modalities available to civil society organisations does your institution have in total?

- 1-5
- 5-10
- 10-15
- 15 or more
- N/A
**What kind of funding mechanisms/modalities does your institution use?**

*If your institution distinguishes between NGOs and CSOs, please note that this question refers to support to NGOs rather than civil society more widely.*

Select one or several options

1. Partnership/framework agreements (multi-annual) at headquarters level, to national and international organisations (this funding would normally be reported to the DAC as “aid to NGOs”)

2. Partnership/framework agreements (multi-annual) at partner country level, to local organisations (this funding would normally be reported to the DAC as “aid to NGOs”)

3. Project/programme support to national and international organisations (this funding would normally be reported to the DAC as “aid through NGOs”)

4. Project/programme support to local organisations at the partner country level (this funding would normally be reported to the DAC as “aid through NGOs”)

5. “Calls for proposals” at headquarters level – for donor initiatives – aimed to national and international organisations

6. “Calls for proposals” at partner country level – for donor initiatives – aimed to local organisations

7. Support to local organisations provided through partner country governments (i.e. through budget support)

8. Other, please specify:

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**Through what kind of mechanism (of 1-8) is most of your funding to NGOs channelled?**

*If your institution distinguishes between NGOs and CSOs, please note that this question refers to support to NGOs rather than civil society more widely.*

Select one option or, if answers differ between the funding mechanisms/modalities, please select all the options used by your institution.

1 2 3 4 5 6 7 8

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**Funding proposals by NGOs:**

*If your institution distinguishes between NGOs and CSOs, please note that this question refers to support to NGOs rather than civil society more widely.*

Select one option or, if answers differ between the funding mechanisms/modalities, please select all the options used by your institution.

- Have to be prepared in the institutions standard format
- Have to be prepared in a format agreed with other funding institutions
- Can be prepared in the format the civil society organisation wishes
6. Do any of your mechanisms require co-funding from the NGO?
   If your institution distinguishes between NGOs and CSOs, please note that this question refers to support to NGOs rather than civil society more widely.
   
   [ ] Yes  [ ] No

   If yes, please specify the amount of co-funding required: %

7. Is there any specific mechanism that you would like to highlight as a good (or bad) example? This may include innovative mechanisms responding to the provisions of the AAA.

8. *Does your institution provide funding directly to local civil society organisations based in partner countries?
   
   [ ] Yes  [ ] No

   If “yes”:
   a) Please provide an indication of the share of aid that you allocate to local organisations, out of the total aid that your institution provides to all NGOs (as reported to the DAC):

   Please select one option
   
   [ ] 1-30%  [ ] 30-60%  [ ] 60% or more

   b) These figures are:

   Please select one option
   
   [ ] An estimate – the exact figures cannot be tracked with the statistical system used by the institution
   [ ] An estimate – the exact figures are not currently tracked in the statistical system even though they could technically be tracked if needed
   [ ] Exact – these figures are recorded in the statistical system used by the institution

9. Are any of your institution’s funding mechanisms fully decentralised to the country level?
   
   [ ] Yes  [ ] No

   If “yes”, please decribe:

10. Does any of your institution’s funding mechanisms/modalities allow for pooling funding to NGOs or CSOs with other donors at country or headquarters level?
    
    [ ] Yes  [ ] No
Is support to humanitarian organisations predictable (e.g. multi-annual and/or pre-positioned for draw-down in the event of an emergency)?

- Yes  - No

Is there any information you would like to add about your institution’s support mechanisms and funding arrangements for NGOs and CSOs?

SECTION 4: MONITORING, EVALUATION AND ACCOUNTABILITY

This section of the report will look at issues around accountability, monitoring and reporting of development NGO activities. Questions marked with a * are mandatory

*What is the basis for reporting between your institution and NGOs?*

If your institution distinguishes between NGOs and CSOs, please note that this question refers to NGOs rather than civil society more widely.

Select one option or, if answers differ between the funding mechanisms/modalities, please select all the options used by the institution.

- a) A results-framework, for example a logical framework or a results-matrix with indicators
- b) A contract with objectives or milestones
- c) A contract without specific objectives/indicators
- d) Other, please specify: __________

If you use a results-framework (answer a), how are results indicators defined?

Select one option

- The institution define indicators
- The institution and the NGOs jointly define indicators
- The NGO defines its indicators

*What is the format for reporting for NGOs?*

If your institution distinguishes between NGOs and CSOs, please note that this question refers to NGOs rather than civil society more widely.

Select one option or, if answers differ between the funding mechanisms/modalities, please select all the options used by the institution.

- The reporting has to be done in a reporting template provided by the institution
- The reporting has to be done in a common format co-ordinated with other donors
- The NGO can submit the report in the format it chooses
3 Is there anything you would like to highlight or add about reporting requirements on CSOs or NGOs?

4 How are programmes/projects that are implemented by organisations monitored and evaluated by the DAC donor institution?
   *If your institution distinguishes between NGOs and CSOs, please note that this question refers to NGOs rather than civil society more widely.*

   Select one or several options:

   - Visits to project sites by the donor institution
   - Reports submitted by the organisation
   - Meetings with the organisation
   - Independent evaluations by external experts
   - Other, please specify:

5 Are partner country governments involved in monitoring and evaluating programmes/projects by NGOs which are funded by the DAC donor institution?
   - Yes, always
   - Yes, sometimes
   - No

6 Has your institution ever commissioned an evaluation of its overall support to NGOs (or to civil society more broadly) or of a support mechanism?
   - Yes
   - No

   If yes, and available to the public, please provide link in the form of http:// (or send document per email to Jenny.Hedman@oecd.org)

7 Does the DAC member require NGOs funded to take anti-corruption measures?
   *If your institution distinguishes between NGOs and CSOs, please note that this question refers mainly to NGOs rather than civil society more widely.*

   - Yes
   - No

   If “yes”, please describe:

8 Does your institution support (financially or otherwise) capacity development and training for national or international organisations (based in the DAC member country)?
   - Yes, regularly
   - Yes, ad hoc
   - No
If “yes” (regularly or ad hoc), on:

Select one or several options

- The institution’s available funding mechanisms
- General organisational development
- Monitoring and evaluation
- Substantive issues (sector, thematic, etc), please specify:
- Quality and accountability initiatives in the humanitarian sector (e.g. Sphere, HAP-I, ALNAP, etc.)

9 Does your institution engage in policy dialogue with partner country governments to enhance an enabling environment for civil society in the country (including free media etc)?

- Yes
- No

If “yes”, please describe:

10 Does your institution encourage partner country governments to engage directly with civil society, for example through consulting with organisations and associations when developing their national poverty reduction strategies?

- Yes
- No

If “yes”, please describe:

11 Is there any information you would like to add about monitoring, reporting and accountability?

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**IMPLICATIONS FOR DONORS (CONCLUSION)**

1 What is the most important lesson you have learned from working with CSOs or NGOs?

2 What recommendation would you make to donors to improve the way in which they work with CSOs or NGOs?
### DONOR POLICY AND STRATEGY FOR SUPPORTING CIVIL SOCIETY

1. **Does your government (one or several of its institutions) have policy priorities (thematic, sectoral, geographic etc) for its work with civil society?**
   - Yes
   - No

   If “yes”, how do the priorities influence your work, especially with counterparts in developing countries?
   - Overall positively. Please describe: 
   - Overall negatively. Please describe: 

2. **Do you have any concrete suggestions for how your government could improve its policy/strategy for supporting civil society (in order to improve development effectiveness)?**

3. **Does your government (one or several of the institutions) consult with civil society for its policy making?**
   - Yes
   - No
If “yes”,

**a) Consultations are held with:**

*Select one or several options*

- NGOs with representation in your country
- Civil society groups with representation in your country (including NGOs, trade unions, faith-based organisations, foundations, research institutes, professional associations)
- NGOs with headquarters in partner countries
- Civil society groups with headquarters in partner countries (including farmers associations, not-for-profit media, faith-based organisations, research institutes)

**b) Consultations are held on:**

*Select one or several options*

- The government’s civil society/NGO policies and strategies
- The government’s aid and development policies more broadly – at headquarters
- The government’s strategies and programmes – at field level
- The government’s policies with respect to multilateral organisations
- Other: [ ]

**c) Consultations are held:**

*Select one option*

- Regularly and scheduled in advance
- As needed (*ad hoc*)

**d) In your opinion, are consultations timely and well managed?**

*Select one option*

- Yes
- No

Please explain why: [ ]

**e) Who sets the agenda for consultation meetings?**

- The donor government
- NGOs
- Jointly
f) Is the opinion of civil society taken into account by the government in its policy making?

- Yes, often
- Yes, sometimes
- No

If “yes” (often or sometimes), please give an example of where the donor has taken account of your views:


SUPPORT MECHANISMS

Please note that, unless specified, these questions apply to support for NGOs in your country (which would correspond to the members of the responding NGO umbrella body).

1. *In your opinion, are the funding mechanisms used by the donor government (through all funding institutions) appropriate for supporting and facilitating the work of civil society? (Please note that this question does not refer to the levels of funding.)

- Yes
- No

If “no”, please explain why:


2. Does your government (one or several of the institutions) make multi-year funding commitments to some (or all) NGOs?

- Yes
- No

3. Does your government – all institutions providing funding – in general provide timely and clear information about available funding mechanisms?

- Yes
- No

4. Are payments generally made as agreed/expected, by your government (all funding institutions)?

- Yes
- Sometimes, not always
- No

5. *In your opinion, the procedures for submitting funding proposals to your government (all institutions) are in general:

- Appropriate and do not put an excessive administrative burden on the organisation applying
- Too complex

If “too complex” – please describe how procedures could be simplified:


Do you have specific suggestions for how the donor’s funding mechanisms could be improved?
Note that this could also include suggestions for support for local NGOs, based in partner countries.

MONITORING, EVALUATION AND ACCOUNTABILITY

1. *Please describe, in general terms, the reporting requirements your government (all institutions) puts on the NGOs funded (based in your country):

   - Reporting requirements are in general simple and do not put an excessive administrative burden on the funded organisation
   - Reporting requirements could be simplified

   If reporting requirements could be simplified – please describe how:

2. Support for capacity development and training to NGOs based in your country:

   - The government regularly supports (financially or otherwise) capacity development and training for organisations
   - The government has supported (financially or otherwise) capacity development and training for organisations on a few occasions
   - The government does not support capacity development and training for organisations
   - Other:

3. In your view, does your government do enough to support an enabling environment for local civil society in partner countries?

   - Yes
   - No

   If no, please suggest what the donor could do better:
Do you have specific suggestions for how your government’s monitoring and evaluation could be improved?

Note that this could include suggestions for support for local NGOs, based in partner countries.

IMPLICATIONS FOR DONORS (CONCLUSION)

1. What is the most important lesson you have learned from your experience of working with your government?

2. What recommendation would you make to donors to improve the way in which they work with NGOs?