

# Direct Aid Program Application Form

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## Introduction

### Overview

#### **What is the Direct Aid Program?**

The Direct Aid Program (DAP) is a flexible small grants program funded by the Australian Government and managed through the Department of Foreign Affairs & Trade (DFAT) overseas posts. The program aims to support projects with a strong development focus that complement Australia's broader aid program which contributes to sustainable economic growth and poverty reduction. DAP projects should promote a distinctive and positive image of Australia.

#### **Who can Apply?**

DAP is available on a not-for-profit basis to individuals, community groups, NGOs and other entities engaged in development activities in countries that are eligible for official development assistance (ODA).

#### **What activities are eligible for DAP Support?**

DAP activities should primarily be aimed at achieving practical and tangible outcomes of high development impact. DAP is able to fund activities that have a direct, practical and immediate impact, including capacity building programs in the areas of governance and human rights engagement. We will favourably consider projects:

- in the areas of community and/or rural development, education, gender equality, disabilities, youth, human rights, the environment, small-scale infrastructure, economic empowerment and ad hoc humanitarian relief.
- where applicants and their communities make a contribution in labour, materials, transport or cash;
- sporting activities
- that enhance educational and cultural exchanges and people-to-people links
- that are achievable and have sustainable outcomes
- projects that provide educational or occupational/skills training

We will generally NOT fund the following:

- cash grants or micro-credit schemes or projects that involve the return of money
- commercial ventures
- purchase of major assets, eg vehicles
- Australian or overseas study tours
- International travel
- Sponsorship of major sporting tournaments or cultural displays that do not have a clear developmental benefit
- staff salaries
- routine, recurring running costs and administrative expenses including office rental and utility costs, spare parts, routine maintenance

Projects should be self-contained, with finite time lines. Activities in which the recipient community themselves makes a significant contribution in terms of labour, materials or cash are particularly well-received. Projects that might act as a catalyst for additional development of the community or a model for similar developments elsewhere will also be welcomed. There is no minimum amount that a single DAP project can receive but the

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maximum is AUD60,000 over the life of the project. Activities may run up to a maximum of two years.

Proposals must be clearly defined with specific outputs. Proposals will be approved or rejected on the basis of:

- the costs and the development benefits of the proposal
- achievable and sustainable outcomes
- soundness of the project's objectives and design
- the practicability of the proposed implementation arrangements, and
- whether the project conforms with the objectives of the Direct Aid Program

## Instructions

This form is to be completed by the applicant online. All applications must be accompanied by a fully costed project budget.

This application form should be read in conjunction with information on the Direct Aid Program available at -<https://www.dfat.gov.au/people-to-people/direct-aid-program/pages/direct-aid-program>

### Notes:

1. DAP building and construction related projects should meet or exceed Australian standards wherever reasonably practicable to do so.. Departure from Australian WHS standards on the basis that meeting such standards is not “reasonably practicable” should only be accepted where it is defensible to do so, supported by a clear, persuasive and documented explanation. In such cases, the project should meet the highest standard that is reasonably practicable, with hazard mitigation measures supported by a hazard identification and risk assessment report identifying the residual risks of injury and illness to any workers or third parties, and proposed mitigation strategy.
2. If the project involves working with children, the organisation must have a current child protection policy or code of conduct to be eligible. For information on child protection policy, see<https://www.dfat.gov.au/international-relations/themes/child-protection/Pages/child-protection>
3. Recipients of DAP funding must ensure that no support or resources are provided to any entity subject to sanctions (by the United Nations Security Council or the Australian Government).
4. Recipients of DAP funding must ensure that the work conducted in relation to this project is undertaken in a safe manner and complies with all applicable local laws, standards and policies that relate to health and safety.

## Applicant Details

\* indicates a required field

### Applicant Organisation and Contact Details

**Organisation Name \***

Organisation Name

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Type of Organisation \*

Postal Address \* Address  
  
  
Suburb/Town State/Province Postcode Country

Primary Contact \* Title First Name Last Name

Position \*

Work Phone Number \*

Mobile Phone Number

Email \*

Previous DAP Projects

Have you received DAP funding previously? \* ☐ Yes ☐ No

If yes, list any projects previously done by this organisation through the Direct Aid Program

Project Name	Name and Contact	Currency Type	Amount Funded	Dates
			Must be a number.	

If No, provide details of two referees for your project

Referee One			Referee Two		
Name *			Name *		
Title	First Name	Last Name	Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Position *			Position *		
<input type="text"/>			<input type="text"/>		

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Primary Phone Number

Office Phone Number

Primary Email \*

Office Email \*

## Project Proposal

\* indicates a required field

### Project Summary

**Name of Project \***

Word count:

Must be no more than 20 words

**Project description \***

Word count:

Must be no more than 150 words

**Start Date \***

**End Date \***

### Project Location

**Project Country \***

**Location of Project \***

### Project Objectives

Select one or more of the Objectives below.

**Which of the following are objectives of this project? \***

- |   |   |
|---|---|
| <input type="checkbox"/> Addressing critical health security gaps     | <input type="checkbox"/> Inclusion and empowerment of people living with disabilities |
| <input type="checkbox"/> Climate change                               | <input type="checkbox"/> Improving women's lives                                      |
| <input type="checkbox"/> Climate change and environment               | <input type="checkbox"/> Inclusive economic growth                                    |
| <input type="checkbox"/> Climate Change, environmental sustainability | <input type="checkbox"/> Inclusive education  |
| <input type="checkbox"/> Climate Change Mitigation                    | <input type="checkbox"/> Income Generation / Sustainable Livelihoods                  |

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- |   |  |
|---|--|
| <input type="checkbox"/> Climate change mitigation/adaptation or the protection of the environment  | <input type="checkbox"/> Independent and citizen journalism  |
| <input type="checkbox"/> Community development  | <input type="checkbox"/> Infrastructure  |
| <input type="checkbox"/> Community health   | <input type="checkbox"/> LGBTI community   |
| <input type="checkbox"/> Community Health or Sanitation   | <input type="checkbox"/> Maternal and Child Health   |
| <input type="checkbox"/> Conferences, or Capacity Building  | <input type="checkbox"/> Media and human rights  |
| <input type="checkbox"/> Conferences, Training or Capacity Building   | <input type="checkbox"/> Mental Health   |
| <input type="checkbox"/> Conferences, Training, or Capacity Building  | <input type="checkbox"/> Minority and gender-issue   |
| <input type="checkbox"/> Countering Violent Extremism (CVE)   | <input type="checkbox"/> Opportunities and protection of groups that have been traditionally marginalised                          |
| <input type="checkbox"/> COVID-19 Recovery  | <input type="checkbox"/> Peace Building  |
| <input type="checkbox"/> COVID-19 Response.   | <input type="checkbox"/> People living with disabilities   |
| <input type="checkbox"/> Cultural or Community Sporting Infrastructure  | <input type="checkbox"/> Poverty alleviation   |
| <input type="checkbox"/> Cultural heritage and creative economy   | <input type="checkbox"/> Promotion of Climate Change   |
| <input type="checkbox"/> Cultural or sporting activities  | <input type="checkbox"/> Promotion of inclusive development (gender, race, indigenous peoples, people with disabilities, LGBTQIA+) |
| <input type="checkbox"/> Cultural or sporting activities with a strong development focus  | <input type="checkbox"/> Protection of the environment   |
| <input type="checkbox"/> Development in the areas of water management, science and technology, mining and energy, or education and research | <input type="checkbox"/> Recycling, waste management   |
| <input type="checkbox"/> Digital and media literacy   | <input type="checkbox"/> Rural Development or Agriculture  |
| <input type="checkbox"/> Disabilities   | <input type="checkbox"/> Rural Development (electrification/solar)   |
| <input type="checkbox"/> Disaster or Humanitarian Infrastructure  | <input type="checkbox"/> Rural Health Development  |
| <input type="checkbox"/> Disaster or humanitarian relief  | <input type="checkbox"/> Sanitation  |
| <input type="checkbox"/> Economic Empowerment   | <input type="checkbox"/> Skills development and economic empowerment   |
| <input type="checkbox"/> Economic Recovery  | <input type="checkbox"/> Sport and recreational projects   |
| <input type="checkbox"/> Economic recovery in response to poverty and inequality related to the spread of COVID-19                          | <input type="checkbox"/> Sports and Health for Development   |

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- |  |  |
|--|--|
| <input type="checkbox"/> Education, innovation and entrepreneurship  | <input type="checkbox"/> Stable, cohesive and inclusive societies  |
| <input type="checkbox"/> Education (general)   | <input type="checkbox"/> Support for vulnerable groups (women and girls)   |
| <input type="checkbox"/> Education (Infrastructure)  | <input type="checkbox"/> Support for vulnerable groups (youth and/or people with disabilities)                       |
| <input type="checkbox"/> Empowerment of women and girls: cultural, economic or social                              | <input type="checkbox"/> Water, Sanitation and Hygiene   |
| <input type="checkbox"/> Environment, including sustainable practices in agriculture, water and food security      | <input type="checkbox"/> Women and girls   |
| <input type="checkbox"/> Environmental Conservation  | <input type="checkbox"/> Youth Empowerment   |
| <input type="checkbox"/> Environmental sustainability  | <input type="checkbox"/> Youth   |
| <input type="checkbox"/> Environmental sustainability, particularly the prevention of deforestation in the Amazon. | <input type="checkbox"/> Community Health or Sanitation / Marurung ma kakaitiaki n te community                      |
| <input type="checkbox"/> Gender equality   | <input type="checkbox"/> Conferences, Training, or Capacity Building / Bowi, kataneia i ke karikirakean te konabwai  |
| <input type="checkbox"/> Gender equality, women's empowerment  | <input type="checkbox"/> Cultural or sporting activities / Katei ke takakaro   |
| <input type="checkbox"/> Governance and/or human rights  | <input type="checkbox"/> Disaster or humanitarian relief / Makuri ni ibuobuoki n irekereke ma kanganga aika a karina |
| <input type="checkbox"/> Governance, human rights and civil liberties  | <input type="checkbox"/> Education (general) / Boutokakin te reirei n aroia nako                                     |
| <input type="checkbox"/> Health and Disability   | <input type="checkbox"/> Youth Empowerment / Kakorakan aia konabwai te roronrikirake                                 |
| <input type="checkbox"/> Health Security   | <input type="checkbox"/> Education (Infrastructure) / Te kateitei ibukin taabo n reirei                              |
| <input type="checkbox"/> Human rights  | <input type="checkbox"/> Gender equality / Uarokoaia aine/mwane nakon te rikirake                                    |
| <input type="checkbox"/> Inclusion and empowerment of Indigenous groups  | <input type="checkbox"/> Poverty alleviation / Karikirakean te mauraio   |
| <input type="checkbox"/> Inclusion and empowerment of other vulnerable minority groups                             | <input type="checkbox"/> Protection of the environment / Kawakinan/ Kamnoan te otawanin                              |
| <input type="checkbox"/> Governance, human rights & civil liberties.   | <input type="checkbox"/> Rural Development or Agriculture / Karikirakean abamakoro ao te ununiki                     |

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### Working with Children

**Contact with children is defined** as working on an activity or in a position that involves or may involve contact with children, either under the position description or due to the nature of the work environment.

Direct Aid Program considers a child to be a person under the age of 18 years.

**Will this project involve working with children or contact with children? \*** ☐ Yes ☐ No ☐ Yes / Eang ☐ No / Tiaki

**Do you have a child protection policy, procedure or guidelines? \*** ☐ Yes ☐ No ☐ Yes / Eang ☐ No / Tiaki

**If Yes, attach a copy of the policy, procedure or guidelines \***

Attach a file:

### Funding

\* indicates a required field

Please outline the total amount of funds you are requesting and breakdown of what the money will be spent on here. This includes materials, transportation of goods, building services

Please note it is not sufficient to simply refer to quotes, a detailed budget must be outlined here. Please attach two quotes for the purchase of any products.

**Currency Type \*** ☐ AUD - AUSTRALIAN DOLLAR ☐ USD - US DOLLAR ☐ TOP - TONGA PA'ANGA

**Total Project Cost \***

**Total Amount Requested \***

What is the total amount being requested for this project?

**Applicant's contribution \***

What is the total budgeted cost (dollars) of your project?

### Budget

Please provide a detailed budget.

NOTE: Ensure all costs quoted in the budget are in the same currency type as the **Total Project Cost**

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Item	Cost per item	Number of Items	Total cost	NGO contribution	Contribution from other donors	DAP Contribution
EG: \$20 per metre	EG: \$20 per metre	EG: 50 metres	Must be a number	Must be a number	Must be a number	Must be a number

**Attach quotes for the purchase of any products**

Attach a file:

### Recurrent Costs

DAP funding cannot be used for recurrent costs.

**Will the project have recurrent costs? \***

☐ Yes

☐ No

**Explain how you will recover recurrent costs. \***

### Project Details

\* indicates a required field

**Why does this work need to be done? \***

Word count:

Must be no more than 200 words.

**What are the planned activities? \***

Word count:

Must be no more than 200 words.

**What are the expected outcomes of the project? \***

Word count:

Must be no more than 200 words.



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**How will you know if these outcomes have been achieved? \***

Word count:

Must be no more than 200 words.

## Risk identification and management

The global COVID-19 pandemic is still presenting many challenges and constraints and may impact on your capacity to deliver the desired outcomes of your project.

**What are the challenges COVID-19 will present for your project and how will you overcome them? \***

Word count:

Must be no more than 200 words.

**Describe how your project will be implemented taking into account COVID-19 and any risk mitigation measures. \***

Word count:

Must be no more than 200 words.

**What problems will be encountered in delivering this project? \***

- ☐ Child related risks
- ☐ Economic risks
- ☐ Environmental risks
- ☐ Physical risks

- ☐ Political risks
- ☐ Risk of Crime
- ☐ Social Risks
- ☐ Other:

**How will you work to overcome them? \***

Word count:

Must be no more than 200 words.

## Beneficiaries

**Who will benefit from the project? \***

Word count:

Must be no more than 150 words.

## Funding Agreement

\* indicates a required field

## Conditions of funding

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As a condition of this DAP funding, your organisation must ensure that no support or resources, including training, is provided to any criminal, illegal or terrorist entity.

Accordingly, your organisation must take all necessary steps to ensure that funding provided by us does not, directly or indirectly, contribute to any criminal, illegal or terrorist individuals or entities.

**Does your Organisation directly or indirectly, contribute to any criminal, illegal or terrorist individuals or entities? \***

☐ Yes

☐ No