

Direct Aid Program Application (English)

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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 the Direct Aid Program Guidelines, which are available at http://www.dfat.gov.au/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. See Attachment A for an example Child Protection Code of Conduct.
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

Type of Organisation *

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Postal Address *

Address

Suburb/Town State/Province Postcode Country

Primary Contact *

Title

First Name

Last Name

Position *

Work Phone Number *

Must be an international phone number

Mobile Phone Number

Must be an international phone number

Email *

Must be an email address

New Section

How did you find out about the Direct Aid Program? *

When was your organisation established / registered? *

Attach proof of your organisation's legal registration *

Attach a file:

What are the main aims and objectives of your organisation? *

Please list up to three (3) relevant previous projects your organisation has successfully implemented. Provide a very brief description of each project, the grant amount and the year the project took place. *

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Please list your current funding partners. *

Please give the total number of your organisation's workforce. *

Number of full-time employees *

Must be a number.

Number of part-time employees *

Must be a number.

Number of volunteers *

Must be a number.

Please give details of your organisation's structure. Names of board members, directors; names and work roles of employees. *

Previous DAP Projects

Have you received DAP funding previously? *

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

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If No, provide details of two referees for your project

Referee One

Name *

Title

First Name

Last Name

Referee Two

Name *

Title

First Name

Last Name

Position *

Position *

Primary Phone Number

Must be an international phone number

Office Phone Number

Must be an international phone number

Primary Email *

Must be an email address

Office Email *

Must be an email address

Project Proposal

* indicates a required field

Project Summary

Name of Project *

Must be no more than 20 words

Project description *

Must be no more than 150 words

Start Date *

Must be a date

End Date *

Must be a date

Project Location

Project Country *

Location of Project *

Project Objectives

Select one or more of the Objectives below.

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Which of the following are objectives of this project? *

- | | |
|--|---|
| <input type="checkbox"/> Community Health or Sanitation | <input type="checkbox"/> Education (Infrastructure) |
| <input type="checkbox"/> Conferences, Training, or Capacity Building | <input type="checkbox"/> Gender equality |
| <input type="checkbox"/> Cultural or sporting activities | <input type="checkbox"/> Poverty alleviation |
| <input type="checkbox"/> Disaster or humanitarian relief | <input type="checkbox"/> Protection of the environment |
| <input type="checkbox"/> Education (general) | <input type="checkbox"/> Rural Development or Agriculture |

Working with Children

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

Will this project involve working with children? *

Do you have child protection guidelines for your project? *

If Yes, attach a copy of the 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 *

Total Project Cost *

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

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?

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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**

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

Additional Budget information

Attach relevant Budget documents if available

Attach a file:

Recurrent Costs

DAP funding cannot be used for recurrent costs.

Will the project have recurrent costs? *

Explain how you will recover recurrent costs. *

Project Details

* indicates a required field

Why does this work need to be done? *

Describe the specific issue or need you want to address (200 words recommended)

What are the planned activities? *

Briefly list (bullet points) the specific activities that will take place and where they will take place (200 words recommended)

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What are the expected outcomes of the project?

*

Describe three things you want the project to achieve in terms of benefits for participants and/or others (200 words recommended)

How will you know if these outcomes have been achieved?

*

Describe three changes you will see if the expected outcomes of the project occur (150 words recommended)

Risk identification and management

What problems will be encountered in delivering this project?

*

- Child related risks
- Environmental risks
- Political risks
- Social Risks

How will you work to overcome them?

*

Word count:

Must be no more than 200 words

Beneficiaries

Who will benefit from the project?

*

Describe the estimated number, gender, age and location/region of these participating in the project. Must be no more than 150 words.

Funding Agreement

* indicates a required field

Conditions of funding

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

Yes

No

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**terrorist individuals or
entities? ***