

# Direct Aid Program (DAP) prior to 2023

## Form Preview

## Introduction

### Overview

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

a) The Direct Aid Program (DAP) is a small grants program funded by the Australian Government through overseas posts of the Department of Foreign Affairs and Trade.

#### **2. Projects**

a) Projects should:

- i) Be strongly focussed on local or national development
- ii) Be sustainable
- iii) Have the same aims as Australia's aid activities
- iv) Have real and practical development outcomes for the community
- v) Have clearly described goals, intended results and overall outcomes
- vi) Require a DAP contribution of less than USD 20,000

b) Projects will be approved or rejected on the basis of whether:

- i) The development benefits of the proposal worth the cost
- ii) The goals and outcomes can be achieved sustainably
- iii) The project can actually be implemented as described
- iv) The project is in line with DAP objectives

Note: Projects that will assist additional development of the community, or are which are an example for similar developments elsewhere, would be welcomed.

#### **3. Target Groups and Locations**

*Groups:* Preference will be given to projects addressing the needs of women, children or disabled persons, people in poverty, especially where they are affected by humanitarian hardship or inequality

b) *Locations:* The Marshall Islands, Federated States of Micronesia, and Palau include outer-island and remote areas where risk management considerations can be satisfied

#### **4. Public Diplomacy Outcomes and Collaborations**

a) Public diplomacy outcomes sought are:

- i) Local and Australian communities know that DAP is available in the area
- ii) The results of DAP activities are known
- iii) DAP projects attract co-funding from local organisations
- iv) Communities know DAP projects are supported by Australia

#### **5. Who can apply?**

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a) Individuals, government agencies and non-government organisations

### 6. Development Sectors and Strategic Policy Priorities

a) Health

i) Public health

ii) Community water and sanitation

iii) Preventing non-communicable diseases (eg. diabetes, heart disease)

iv) Environment protection (including climate resilience and adaptation)

b) Education

i) Especially projects improving basic skills of reading, writing and maths

c) Gender

i) Equity

ii) Female and child safety

iii) Economic progress

c) Poverty reduction

i) Employment and work skills

ii) Commencing small businesses where applicants and their communities will make a contribution in labour, materials, transport or cash

### 8. Exclusions

DAP will NOT fund:

1. Start up capital

2. Other embassies to run grant programs

3. Cash grants or micro-credit schemes or projects that involve the return of money

4. Existing businesses to survive or expand

5. Purchase of vehicles (except for medical or farm purposes vital to projects)

6. Australian or overseas study tours

7. International or Domestic travel

8. Sponsorship of major sporting tournaments or cultural displays

9. Staff salaries, Consultant fees, Allowances / per diems, accommodation

10. Meetings, Seminar or conference and related costs

11. Routine, recurring running costs and administrative expenses including office rental and utility costs, spare parts, routine maintenance

12. Consumer electronics (e.g. laptops, desktop computers, printers)

13. Direct support for government programs

### 8. Project budget

a) All applications must be accompanied by a fully explained project budget

i) Quotations or pro-forma invoices for the must be included with project proposals

ii) Scans can be emailed to the Australian Embassy in Pohnpei using

[dap.pohnpei@dfat.gov.au](mailto:dap.pohnpei@dfat.gov.au)

iii) Physical copies can be sent by post to the Australian Embassy in Pohnpei (P.O. Box S, Pohnpei, 96941 Federated States of Micronesia)

### 9. Timelines

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- a) *Advertising*: The Embassy will call for projects applications when it has received DAP funds, usually starting in September/October each year
- b) *Activities*: Projects with activities that can occur within one (1) year are preferred. Unless otherwise agreed, DAP projects must be completed within two (2) years of the granting of funds
- c) *Acquittals*: A report is due at the halfway point of the project however the Embassy may require a report at any time during the project. An end-of-project financial acquittal and report, including all invoices and receipts for project costs, is due within two months of the project's completion

## Instructions

This form is to be completed by the applicant. 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.Any building and construction projects should meet or exceed Australian standards wherever it is reasonably possible to do so
- 2.Australian Workplace Health and Safety standards should be met wherever it is reasonably possible to do so.
- 3.Where it is not possible, proposals should be supported by a clear and reasonable written explanation. In such cases, the project should meet the highest standard that is reasonably possible, with risk reduction measures supported by a risk identification and assessment report identifying the possible risks of injury and illness to any workers or third parties, and proposed reduction strategy
- 4.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>
- 5.Those receiving 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)
- 6.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 \***

**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

### 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 | Amount Funded | Dates |
|--------------|------------------|---------------|-------|
|              |                  | \$            |       |

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**

**Office Phone Number**

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Must be an international phone number

Must be an international phone number

**Primary Email**

Must be an email address

**Office Email**

Must be an email address

## Description of Organization

**When was your organization started?**

**How many members do you have?**

(Total, Women, Men, Youth)

**What is the main purpose of your organization?**

## 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

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Select one or more of the Objectives below.

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

- Addressing critical health security gaps
- Climate change
- Climate change and environment
- Climate Change, environmental sustainability
- Climate Change Mitigation
- Climate change mitigation/adaptation or the protection of the environment
- Community development
- Community health
- Community Health or Sanitation
- Conferences, or Capacity Building
- Countering Violent Extremism (CVE)
- COVID-19 Recovery
- COVID-19 Response.
- Cultural or Community Sporting Infrastructure
- Cultural or sporting activities with a strong development focus
- Development in the areas of water management, science and technology, mining and energy, or education and research
- Disabilities
- Disaster or Humanitarian Infrastructure
- Economic Empowerment
- Economic Recovery
- Economic recovery in response to poverty and inequality related to the spread of COVID-19
- Education (general)
- Inclusive education
- Infrastructure
- LGBTI community
- Maternal and Child Health
- Mental Health
- Minority and gender-issue
- Opportunities and protection of groups that have been traditionally marginalised
- Peace Building
- People living with disabilities
- Poverty alleviation
- Promotion of Climate Change
- Recycling, waste management
- Rural Development (electrification/solar)
- Rural Health Development
- Sanitation
- Skills development and economic empowerment
- Sport and recreational projects
- Sports and Health for Development
- Stable, cohesive and inclusive societies
- Support for vulnerable groups (women and girls)
- Support for vulnerable groups (youth and/or people with disabilities)
- Water, Sanitation and Hygiene

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- Empowerment of women and girls: cultural, economic or social
- Environmental sustainability, particularly the prevention of deforestation in the Amazon.
- Gender equality
- Gender equality, women's empowerment
- Governance and/or human rights
- Governance, human rights and civil liberties
- Health and Disability
- Health Security
- Human rights
- Inclusion and empowerment of Indigenous groups
- Inclusion and empowerment of other vulnerable minority groups
- Governance, human rights & civil liberties.
- Inclusion and empowerment of people living with disabilities
- Inclusive economic growth
- Women and girls
- Youth Empowerment
- Youth
- Community Health or Sanitation / Marurung ma kakaitiaki n te community
- Conferences, Training, or Capacity Building / Bowi, kataneia i ke karikirakean te konabwai
- Cultural or sporting activities / Katei ke takakaro
- Disaster or humanitarian relief / Makuri ni ibuobuoki n irekereke ma kanganga aika a karina
- Education (general) / Boutokakin te reirei n aroia nako
- Youth Empowerment / Kakorakan aia konabwai te roronrikirake
- Education (Infrastructure) / Te kateitei ibukin taabo n reirei
- Gender equality / Uarokoaia aine/mwane nakon te rikirake
- Poverty alleviation / Karikirakean te mauraoi
- Protection of the environment / Kawakinan/ Kamnoan te otabwanin
- Rural Development or Agriculture / Karikirakean abamakoro ao te ununiki

## 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? \***

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**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?

**Applicant's contribution**

\*

\$ or local currency

How much are you contributing to the project?

**Total Amount Requested**

\*

a number

What is the total amount being requested for this project?

## Budget

Please provide a detailed budget

| 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   | Local Currency or AUD | EG: \$200        | EG: \$100                      | EG: \$700        |

## Recurrent Costs

DAP funding cannot be used for recurrent costs.

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



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

Additional Funding

**Have you made any other application for funding for this project?**

## 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)

**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. What will the project contribute to the community? What are the objectives?

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

Describe three changes you will see if the expected outcomes if the project occur. How will you know you've met your objectives? What is your monitoring and evaluation plan?

## Risk identification and management

The global COVID-19 pandemic is 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**

Word count:

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**will you overcome them? \***

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 plans are in place to sustain the project once DAP project funding has ended? \***

How will you meet maintenance, repair and operation costs in the future?

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

- Child related risks
- Child Protection Related risks
- Fraudulent activity risks
- Environmental risks
- Input Safety Risks
- Political risks
- Project Management risks
- Reputational risks
- Social Risks
- Work Health and Safety risks
- Workplace Health and Safety risks
- Political risks (e.g. affect the relationship between community and council or government) / Kanganga n irekereke ma te Tautaeaka (te katoto: kanganga aika e na rootaki iai te reitaki imarenan te botaki ma te Kauntira ke te Tautaeaka)
- Child related risks (e.g. harm to children) / Kanganga aika kona n reke nakoia ataei (te katoto: te kaikoaki nakoia ataei)
- Environmental risks (e.g. pollution of land or water) / Kanganga nakon te otabwanin (te katoto: kbarekan te aba ke te ran ke taari man karenakoan maange n aki akaka)
- Social risks (e.g. disagreement over project ownership) / Kanganga ake a na rootaki iai aron anuan maiuia te botanaomata (te katoto: uneakinan te bwaibwai nte karikirake)
- Other / Kanganga riki tabeua

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

Word count:

Must be no more than 200 words

Beneficiaries

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**Describe the community and beneficiaries where the project will be implemented**

Include information about: population, livelihood, health, environment, education, distance from town or village. How was the proposal developed? Who was involved?

**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

### 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 terrorist individuals or entities?**

Yes

No

### Branding

As a condition of this DAP funding, your organisation must ensure that the project is properly branded as an Australian Government/ Australian Aid funded project.

**Will the project be promoted on social media?**

Yes

No

**Will the project be promoted in the local newspaper/press?**

Yes

No

**How else will you brand this project as an Australian Government funded project?**

