**DIRECT AID PROGRAM**



# PROJECT APPLICATION FORM

**PROJECT DETAILS:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of project: |  | | | |  |
| Brief description: Lkj  Brief description: | | | | | | |
| Amount sought in AUD: | |  | | |  |
| Recipient country: | |  | | |  |
| Location (e.g. town/province): | |  | | |  |
| Name of applicant  (individual or organisation): | |  | | |  |
| Address for correspondence: | | |  |  | |

## PROJECT ELIGIBILITY (this provides a quick guide to applicants to test positive eligibility of their project; all questions should be answered in the affirmative)

Does the project: **Yes No**

1. have a developmental focus?

2. meet the Post’s international relations and public diplomacy objectives?

3. assist poor or other disadvantaged people directly?

4. preclude support, directly or indirectly, to terrorists or terrorist groups?

5. allow for completion within the Post’s specified timeframes?

6. avoid recurrent costs?

7. involve a demonstrated commitment by the local community, and/or applicant?

8. prove technically feasible?

9. minimise the risk of possible mis-use of funds or the Australian Government being brought into disrepute?

NB: Where the Committee has a project that, based on the above questions, is not eligible for funding, but which the Committee nevertheless feels *should* be funded, the project will be referred to the Canberra DAP Committee for decision.

**PROJECT DESCRIPTION Yes No**

A. Does the project have clearly defined developmental objectives?

B. Does the project focus on:

B.1. poverty alleviation?

B.2. community-level health, education and sanitation?

B.3. enhancing sustainability through restoration and protection of the environment and facilitating sustainable growth?

B.4. basic human rights?

B.5. rural development?

B.6. gender equality?

B.7 conferences or training?

B.8 cultural or sporting activities?

B.9. disaster relief?

B.10. other – please note

Office use only:

B.11. Development Assistance Committee Sector Codes   
(see DAC Sector code list available in DAP Documentation in the DAP database)

Has a risk management assessment been made and a strategy put in place to mitigate risk? (Posts should outline the details in the comment box below)

Will this project have a lasting result (except where disaster relief is concerned)?

(i.e. will something lasting be achieved or will conditions/circumstances remain exactly

the same as before?)

Has the applicant been funded before?

Have references been sought?

(references should be sought for all first-time applicants in line with sound risk management)

Would it be worth contacting other organisations to discuss joint funding?

Could this project give rise to, or be linked into a public diplomacy activity?

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What type of organisation is the recipient organisation?

Academic Institution/ C'wealth Development Agency /International Research Centre

MDB (Multilateral Dev. Bank)/ NGO – Aust/ NGO - O/Seas/Other/Other International Agency/Other Multilateral/Private Contractor/Public Contractor/Recipient Government/Regional Organisation/Trade Union/United Nations Organisation/Unknown

## PROJECT RESOURCES

Will the applicant be contributing resources to the project?

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| Explain: |

### Is there a definitive timeframe for the project?

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| Explain: |

Where the project involves conferences and training, are the results likely to be put to use

after completion of the project?

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| Explain: |

Has the applicant secured a source of funding for any recurrent costs, if applicable?

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| Explain: |
| Project description: (Include here: referee reports, risk management of the project, discussion with other organisations re joint funding, public diplomacy possibilities, special features that give this proposal priority over other activities and any issues which were the subject of substantive discussion during the Committee’s consideration of the project.) |

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| Budget: (Could include equipment purchases, professional/consulting fees, rental costs, travel, materials and supplies and other costs. Additional explanatory text justifying project expenses might be included as well. It is useful if the budget specification and explanatory text are provided in table form eg. Excel or other). |