



# DIRECT AID PROGRAM PROJECT APPLICATION FORM

## **PROJECT DETAILS:**

Name of project:

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:  | <b>YES</b>               | <b>NO</b>                |
|--|--------------------------|--------------------------|
| 1. have a developmental focus?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. meet the Post's international relations and public diplomacy objectives?                                  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. assist poor or other disadvantaged people directly?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. preclude support, directly or indirectly, to terrorists or terrorist groups?                              | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. allow for completion within the Post's specified timeframes?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. avoid recurrent costs?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. involve a demonstrated commitment by the local community, and/or applicant?                               | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. prove technically feasible?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. minimise the risk of possible mis-use of funds or the Australian Government being brought into disrepute? | <input type="checkbox"/> | <input type="checkbox"/> |

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?  YES  NO
  
- B. Does the project focus on:
  - B.1. poverty alleviation?  YES  NO
  - B.2. community-level health, education and sanitation?  YES  NO
  - B.3. enhancing sustainability through restoration and protection of the environment and facilitating sustainable growth?  YES  NO
  - B.4. basic human rights?  YES  NO
  - B.5. rural development?  YES  NO
  - B.6. gender equality?  YES  NO
  - B.7. conferences or training?  YES  NO
  - B.8. cultural or sporting activities?  YES  NO
  - B.9. disaster relief?  YES  NO
  - B.10. other – please note  YES  NO

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)  YES  NO

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?)  YES  NO

Has the applicant been funded before?  YES  NO

Have references been sought?  
(references should be sought for all first-time applicants in line with sound risk management)  YES  NO

Would it be worth contacting other organisations to discuss joint funding?  YES  NO

Could this project give rise to, or be linked into a public diplomacy activity?  YES  NO

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?

Explain:

Is there a definitive timeframe for the project?

Explain:

Where the project involves conferences and training, are the results likely to be put to use after completion of the project?

Explain:

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

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.)

**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).