

**AUSTRALIAN EMBASSY IN SERBIA, NORTH MACEDONIA & MONTENEGRO**

**DIRECT AID PROGRAM (DAP) GUIDELINES for FY 2024-25**

The Australian Embassy in Belgrade invites eligible entities in Serbia, North Macedonia and Montenegro to apply for funding through the Direct Aid Program (DAP) for financial year 2024-25.

**What is the Direct Aid Program?**

The Direct Aid Program is a flexible small grants program funded by the Australian Government and managed by the Australian Embassy in Belgrade. The program aims to support projects with a strong development focus that complement Australia's broader aid program, contribute to sustainable economic growth and lead to poverty reduction. DAP supports projects that provide direct benefits to those most in need in the local community, including vulnerable or disadvantaged groups, women, children and youth and people with disabilities. DAP projects should help to promote a positive image of Australia’s cooperation with our countries of accreditation.

**Who can apply?**

DAP is available to non-profit and civil society organisation, community groups and other entities engaged in development activities in Serbia, North Macedonia and Montenegro.

**What activities are eligible for DAP support?**

DAP activities should primarily be aimed at achieving practical and tangible outcomes of a high development impact, including capacity building programs in the areas of governance and human rights engagement. Guidelines to the Direct Aid Program can be found on the following website: <https://www.dfat.gov.au/people-to-people/direct-aid-program/direct-aid-program> ***Projects should be implemented within a relatively short period of time.***

**In 2024-25, priority will be given to projects that:**

* Promote human rights, freedom of media and freedom of expression and good governance.
* Promote gender equality and empowerment of women and girls.
* Support anti-smoking campaigns in primary and secondary schools.
* Support youth mental health.

**What are the requirements?**

* Application forms must be submitted through the online grants management system, SmartyGrants.
* Have definite timelines including a work plan.
* Have a value of up to AUD 15,000.
* Have clearly defined with specific achievable and sustainable outcomes that will help vulnerable target groups.
* Projects should address gender issues in their implementation.
* Project funding should be expended by 30 June 2025.
* Project acquittal documents should be sent two months after the project’s completion.

**Applications must:**

* Include a clear and fully itemised and fully costed project budget in AUD outlining the development benefits of the proposal.
* Demonstrate the applicant’s capacity to effectively implement the proposed project.
* Demonstrate that the project conforms with the objectives of the Direct Aid Program.
* Demonstrate that the project is technically feasible.
* Demonstrate the applicant’s capability and capacity to manage any identified project-related risks.
* Progress reports must be uploaded onto SmartyGrants using the acquittal form. Any receipts and expenditure should be forwarded with the progress report.

**Recipients of the DAP funding must:**

* Have a current child protection policy or code of conduct if the projects include work with children. In case the organisation does not have such a policy adopted, the Embassy will be able to assist in this process.
* Ensure that no support or resources are provided to any entity subject to sanctions (by the United Nations Security Council or the Australian Government); and
* ensure that the work conducted in relation to the project funded is undertaken in a safe manner and complies with all applicable local laws, standards and policies that relate to health and safety.
* Provide advice on their Work, Health and Safety policies, if required.

**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 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.

**Expectations for accountability, transparency and reporting**

We require a high degree of transparency and accountability in all projects. Applications must demonstrate that the risk of wastage, administration costs and other costs not delivering direct benefit to the target community will be minimised.

**Should your project be successful, you will be required to:**

* Sign a contract specifying the terms and conditions of the grant.
* Keep full financial records of all expenditure, including receipts.
* Submit a short progress report after the first three months from the commencement of the project. This should give a brief overview of progress achieved against identified milestones, including photographs, news releases or social media posts (if any). Any significant problems encountered should be described along with any action taken to overcome these problems.
* Submit a final report two months after the project’s completion. Progress reports must be uploaded onto SmartyGrants using the acquittal form. Any receipts and expenditure should be forwarded with the progress report.
* Allow and facilitate a visit by Australian embassy representatives to the project site.

**How to apply?**

The DAP application form is to be completed by the applicant online, through the SmartyGrants system. Applications for the 2024-25 Direct Aid Program can be done on <https://dap.smartygrants.com.au/BelgradeDAP2024-25>

**This round will open on 12 September at 07.00hr and close on 20 October 2024 at 23.59hr.**

All applications must be accompanied by a fully costed project budget. Additional documents may be attached if necessary. Pictures are often helpful. The Embassy will seek further information if required.

**Application process**

* Funding under the Direct Aid Program is limited therefore we are looking for high quality, well targeted project proposals. After the submission deadline, the DAP committee will assess the applications against the following criteria:
* The costs and the development benefits of the project.
* Whether it has achievable and sustainable outcomes.
* The soundness of the project's objectives and design.
* The practicability of the proposed implementation arrangements.
* Whether the project conforms to the objectives of the Direct Aid Program.

It usually takes around 8 weeks from the submission deadline for all applicants to be notified of the success of their application. Only successful applicants will be contacted.

For further information, please email: **grants.belgrade@dfat.gov.au**