



**Australian High Commission**

**Ghana**



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## **ACCRA DIRECT AID PROGRAM GUIDELINES 2017-18**

### **1. What is the Direct Aid Program (DAP)?**

The Direct Aid Program is a flexible small grants program run directly by the Australian High Commission (AHC), Accra. The DAP is funded by the Australian Government in over 60 overseas missions. For general information about the program, please see <http://dfat.gov.au/people-to-people/direct-aid-program/Pages/direct-aid-program.aspx>

### **2. What sectors are eligible for DAP funding?**

The primary objective of the DAP is to achieve a practical and tangible humanitarian or developmental outcome in vulnerable communities. DAP funds activities that have a direct, practical and immediate impact.

In 2017-18, the Accra Direct Aid Program will prioritise projects which:

- demonstrate contributions to achieving greater food security, with a focus on sustainable agricultural practices and innovative agribusiness;
- strengthen accountability and transparency in the extractives sector and/or ensure greater community benefits;
- enhance or support education services and facilities;
- improve access to sanitation and hygiene services and facilities;
- promote environmental conservation through improved infrastructure and/or behavioural change.

We will also consider high quality proposals in other sectors including human rights, governance, health, disability rights, as well as those which support humanitarian and disaster relief operations (including assistance to internally displaced persons and refugees). Particular consideration will be given to projects that fit within these sectors **and** aim to advance gender equality through women's economic empowerment, ending violence against women and promoting women in leadership positions.

### **3. Who can apply?**

DAP funding is available for reputable community groups, local or international NGOs, academic institutions, research bodies, local government agencies or other organisations engaged in development activities on a not-for-profit basis.

Applications can be submitted for projects in the High Commission's nine countries of accreditation: Burkina Faso, Cote d'Ivoire, Ghana, Guinea, Liberia, Mali, Sierra Leone, Senegal and Togo.

Applications may be submitted by individuals or businesses on behalf of an NGO or other implementing organisation as part of a partnership. In this case, the applying organisation must take responsibility for the management and acquittal of DAP funds. The implementing organisation must be involved in preparing the application, and be available to be contacted to verify the funds being applied for on their behalf. Applications from individuals and businesses that do not involve an organisation in project implementation are unlikely to be supported.

#### **4. What are the requirements?**

Applications must:

- seek a grant between AUD\$20,000 and AUD\$60,000;
- complete a DAP Application Form through Smartygrants;
- include an itemised and fully costed project budget;
- show with the help of a time-activity matrix or workplan that the project would be completed no later than 30 June 2018. In some cases, we will consider projects that require up to two years to implement, but the end date cannot be any later than 30 May 2019; and
- clearly demonstrate how the project will help provide development outcomes for vulnerable communities.

Preference is given to projects which:

- show tangible and practical development outcomes and have involved beneficiaries in identifying, designing and managing the project;
- are innovative and creative, particularly those using technology;
- comply with local laws and have the demonstrated support of local authorities, including traditional leaders, district assemblies and local governments;
- pay special attention to youth and gender issues; children and other disadvantaged groups; and
- projects must be sustainable. Proposals need to demonstrate a commitment on the part of beneficiaries to implement the activities and maintain them beyond the conclusion of the project.

Certain activities are generally not eligible for funding under the DAP. These include the following.

- Australian or overseas study tours;
- micro-credit schemes and commercial ventures;
- costs of catering (i.e. food and drinks) for promotional/launch events associated with DAP projects, including the cost of obtaining media coverage;
- routine, recurring and/or running costs of the applying organisation including: staff salaries; office rental and utility costs; spare parts; office supplies; routine maintenance and repairs; purchase of major assets such as property or vehicles (including motorbikes); and payment of consultants, where this would constitute a major cost component of the project;
- projects, including commemorative events, sporting tournaments or cultural displays, that do not have clear developmental outcome;

Projects which include ineligible components can be considered only if the proposal clearly states how these ineligible components will be funded by sources other than DAP.

In assessing applications, the High Commission will take into account the experience and track record of the applicant organisation, as well as the nature of the project. The High Commission will scrutinise

budget proposals in detail and reserves the right to request budget adjustments where necessary.

#### **5. Do I need to recognise the Australian Government's support?**

Yes. All successful DAP projects must be publicly identified as sponsored by the Australian Government. Where possible a permanent reminder should be created. Badging may include physical signage at project sites or imprints on sponsored hardware and print materials, and should include the Australian aid identifier. Costs associated with badging a project may make up a small part of the project's budget. However, the costs should be very minor in proportion to the overall project.

#### **6. How do I apply?**

All applications for funding should carefully follow the DAP Guidelines, and should be submitted online via the Smartygrants platform. Please see the Australian High Commission website for links to the Guidelines and to the Smartygrants application form. Applications for this round must be received no later than **midnight (GMT), Thursday 31 August 2017**.

#### **7. Please note the following:**

- If the project involves working with children, the organisation must provide a copy of their current child protection policy or code of conduct.
- Recipients of DAP funding must ensure that no support or resources are provided to any entity involved in terrorist activities or subject to sanctions (by the United Nations Security Council or the Australian Government).
- Building or construction projects must comply with appropriate environmental, construction and work health and safety standards. They should meet or exceed Australian or WHO safety standards where possible. DAP does not allow the use of asbestos as a building material.
- Applications will be assessed following the closure of the round and successful applicants notified. Generally, the DAP Committee meets in September/October to consider applications and recommend a shortlist for approval by the High Commissioner. About 60 per cent of funds will be disbursed by November/December, with 100 per cent disbursement by March 2018. Due to the volume of applications received, we will only notify successful applicants.

#### **8. Further information**

All queries should be directed to the Program Manager (DAP) via the contact details below:

Address: Australian High Commission, 2, Second Rangoon Close, Cantonments, Accra, Ghana

Tel: +233 (0) 302 216 400

Email: [DAP.Accra@dfat.gov.au](mailto:DAP.Accra@dfat.gov.au)

Website: <http://ghana.embassy.gov.au/>