



**Australian High Commission**

**Ghana**



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## **ACCRA DIRECT AID PROGRAM GUIDELINES 2018-19**

### **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 program aims to support projects with a strong development focus that contribute to inclusive, sustainable economic growth and poverty reduction. DAP grants are between AU\$20,000-A\$60,000. DAP projects should promote a distinctive and positive image of Australia.

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 2018-19, the Direct Aid Program will prioritise projects which:

- improve sanitation and waste services and facilities;
- improve services for people with a disability or mental illness;
- strengthen accountability, transparency and good governance in the extractives sector
- promote gender equality and empowering women and girls.

**All** projects should show due consideration to gender and disability inclusion in their design and implementation, by ensuring women and people living with disabilities are consulted and included in the development of project proposals as well as in their implementation.

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

Organisations eligible for DAP funding are: 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, Senegal, Sierra Leone 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 contactable to verify that the funds are being applied for on their behalf. Applications from individuals and businesses that do not involve an organisation with experience in project implementation are unlikely to be supported.

#### 4. What are the requirements?

Applications must:

- seek a grant between AU\$20,000 and AU\$60,000;
- complete a DAP Application Form through the on-line grants management system, “Smartygrants” (see Item 6 below);
- NOT include cost items of a recurring nature, such as staff salaries and consumables;
- include a clear and comprehensive, fully itemised and fully costed project budget;
- show, with the aid of a time-activity matrix or work plan, that the project will be completed by 30 June 2019. 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 2020; and
- clearly demonstrate how the project will help provide development outcomes for vulnerable groups.

**Preference** is given to projects which:

- show tangible and practical development outcomes and have involved women and girls and other beneficiaries in identifying, designing and managing the project;
- are innovative and creative, particularly those using new technologies;
- 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
- are 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.

The following activities and items are generally **not eligible** for funding under the DAP:

- Australian or overseas study tours;
- micro-credit schemes and commercial ventures;
- 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 a clear developmental outcome; and
- catering (i.e. food and drinks) and media coverage for promotional/launch events associated with DAP projects.

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 marker 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 must be submitted online via the Smartygrants platform **DURING THE APPLICATION PERIOD ONLY**. The link to the Smartygrants application form will be made available on the Australian High Commission website during the application period in August/September 2018.

## **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 World Health Organisation 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 2019. 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/>