

DIRECT AID PROGRAM (DAP) APPLICATION FORM

PROJECT SUMMARY AND CONTACT DETAILS

Please complete this Section of the form with as much detail as possible.

PROJECT TITLE

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.....

PROJECT LOCATION

.....

Village District/Town Province/City

NAME(S) OF THE ORGANISATION(S) PROPOSING THE PROJECT

Name :

Address :

Telephone :

Fax :

NAME(S) OF PERSON(S) RESPONSIBLE FOR THE PROJECT

Contact Person:

Address :

Telephone :

Mobilephone :

Fax :

Email :

PROJECT STATUS

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(New project or continuation of existing project)

TOTAL COST OF PROJECT
TOTAL AMOUNT REQUESTED
TOTAL AMOUNT OF LOCAL CONTRIBUTION
TOTAL AMOUNT OF COUNTERPART FUNDING
(eg by provincial authorities)

NAME OF OTHER CONTRIBUTION FUNDING ORGANISATION (if any)

- (1)
- (2)
- (3)
- (4)

1. LOCALITY OF THE PROJECT

Briefly describe the area, (mountainous, coastal, remote inland, etc), the location of the project (eg school, town etc) as well as demographic information including the main source(s) of employment and per capita income.

2. STATE THE PROBLEM

Please briefly explain the history of the project, why the funds are needed and how they would contribute to development in your area. (Attach additional pages if more space is necessary).

3. STATE THE PROPOSED SOLUTION

Please explain what you plan to do to overcome the problem. Include as much detail as possible about the implementation of the project and why you think it will help. (Attach additional pages if more space is necessary). If your application involves building or construction, you must demonstrate an understanding of relevant national building and Occupational Health & Safety standards and commit to adhering to those standards. Please note DAP guidelines prohibit the use of asbestos.

4. WHO WILL UNDERTAKE THE PROJECT?

Please explain who would be responsible for managing the project and who would undertake it, including details of how they are qualified to do this work and any previous experience.

5. WHO WILL BENEFIT FROM THE PROJECT?

The project should benefit a particular community or group. Please describe any special characteristics of this community or group, specific criteria to select beneficiaries and how the project will help its members.

6. THE TOTAL COST OF THE PROJECT AND THE TOTAL FUNDING SOUGHT FROM THE DAP

(Note: DAP GRANT LIMIT IS NORMALLY APPROXIMATELY USD10,000)

Please attach a proposed budget and three quotations for major cost components of the project (if in doubt about what constitutes major cost components of your proposed project, please contact the Consulate). The cost of the Project should be broken down into clearly defined categories such as equipment, labour, materials, transport, etc. Equipment and materials to be purchased should be itemised and individually costed. Please show clearly which cost components DAP funds are sought for. Please note; DAP guidelines require all receipts to be red invoices (or copies thereof) unless applicants seek prior approval. You will therefore need to cost relevant taxes into your budget.

7. WHAT CONTRIBUTION, IF ANY, WILL BE PROVIDED BY THE APPLICANTS

For example, funds for recurrent costs, labour, materials, transport.

8. WHAT CONTRIBUTION, IF ANY, WILL BE PROVIDED BY OTHER SOURCES

Please list the names of the contributing organisations and the precise amount each will provide. Attach any letters or documents confirming the contributions from other sources. Please also indicate if other sources have been contacted but not confirmed.

9. IMPLEMENTATION TIMELINE FOR THE PROJECT

Please explain how long the project will take to complete, and specify when you will be able to commence the project if it is funded. If there are any significant outside factors that could foreseeably delay commencement/implementation of the project, please explain.

10. WHO WILL BE DIRECTLY RESPONSIBLE FOR LOOKING AFTER THE COMPLETED PROJECT?

Organisation :

.....

Contact Person:

.....

Address :

.....

Telephone :

Mobilephone :

Fax :

Email :

11. ADDITIONAL INFORMATION

If your project involves building/ construction, you must attach/include photographs of the existing sites and design for the proposed construction. Photos are also helpful in consideration of other types of projects. Please provide any further information you consider helpful. (Attach additional pages if necessary). If your project involves training, all training materials or at least outlines thereof, syllabus should be attached and trainers' qualifications should be indicated.

For your information, the DAP assessment process involves consideration of the following question. If you are able, please answer these questions.

PROJECT ELIGIBILITY (these objectives are outlined in order of priority)

Does the project:	YES	NO
1. Have a developmental focus?	<input type="checkbox"/>	<input type="checkbox"/>
2. Assist poor or other disadvantaged people directly?	<input type="checkbox"/>	<input type="checkbox"/>
3. Assist women where cultural constraints restrict access generally?	<input type="checkbox"/>	<input type="checkbox"/>
4. Provide ancillary assistance to other Australian development programs?	<input type="checkbox"/>	<input type="checkbox"/>
5. Provide disaster relief (where the committee deems it desirable/appropriate to contribute)?	<input type="checkbox"/>	<input type="checkbox"/>
6. Focus on travel or cultural/sporting activities?	<input type="checkbox"/>	<input type="checkbox"/>
7. Involve family planning?	<input type="checkbox"/>	<input type="checkbox"/>

PROJECT DESCRIPTION **YES** **NO**

A. Does the project have clearly defined objectives?	<input type="checkbox"/>	<input type="checkbox"/>
B. Does the project focus on:		
B.1.poverty alleviation?	<input type="checkbox"/>	<input type="checkbox"/>
B.2.community-level health, education and sanitation?	<input type="checkbox"/>	<input type="checkbox"/>
B.3.essential environmental conservation?	<input type="checkbox"/>	<input type="checkbox"/>
B.4.basic human rights?	<input type="checkbox"/>	<input type="checkbox"/>
B.5.rural development?	<input type="checkbox"/>	<input type="checkbox"/>
B.6.family planning?	<input type="checkbox"/>	<input type="checkbox"/>
B.7.Other - please note	<input type="checkbox"/>	<input type="checkbox"/>