

# Australian Aid: Friendship Grants Final Report

## Form Preview

### Overview

\* indicates a required field

**Activity Title \***

This question is read only.

**Primary Country**

This question is read only.

**Short Activity Description**

This question is read only.

### Financial Acquittal

\* indicates a required field

**Activity Funds**

All amounts are exclusive of GST.

**Total Amount of Friendship Grant received**

This question is read only.

**Total Amount of Friendship Grant Spent \***

Must be a dollar amount and should match the funds received. This should not include the ACO contribution.

### Australian Community Organisation (ACO) Contribution

Refer the to the [Friendship Grants Guidelines](#) for further information on in-kind contributions.

**Was your ACO contribution financial, in-kind or a combination of both? \***

- Financial
- In-kind
- Combination of both

**ACO Financial Contribution**

Must be a dollar amount.

**ACO In-Kind Contribution**

Must be a dollar amount.

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### ACO Total Contribution \*

\$

This number is automatically calculated.

### ACO Contribution Percentage (%) \*

This percentage is automatically calculated. Must be at least 20% of the DFAT requested amount.

## Expenditure of Friendship Grant

Breakdown of costs of Friendship Grant funds only. This should not include the ACO contribution.

### Activity Costs \*

\$

Must be a dollar amount.

### Administration \*

\$

Must be a dollar amount.

### Administration Percentage (%) \*

This percentage is automatically calculated and cannot be greater than 10%.

### Monitoring & Evaluation \*

\$

Must be a dollar amount.

### Monitoring & Evaluation Percentage (%) \*

This percentage is automatically calculated and cannot be greater than 10%.

### Total Grant Expenditure \*

\$

This number is automatically calculated.

### Grant Funding vs Expenditure

\$

This number is automatically calculated and should equal zero.

### Total Activity Cost

This question is read only.

## Communications and Case Study

\* indicates a required field

### Case Study

Please provide a case study.

Case studies should include information as outlined in the headings below:

- **A framing statement(s)** outlining the development problem that you are trying to address in the country, region and/or village. Eg. In province Y, access to fresh water supply wholly depends on monsoon rainfall. A delayed rainy season means delayed access to water, affecting the lives and businesses of locals.

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- **How did you approach the issue?** Eg. Our organisation has been supporting community Y for twenty years. In 2017, we undertook some field research in community Y and discovered that rain water tanks and wells were of poor quality and location. Many young people had to fill buckets and walk for several kilometres each day, at times in unsafe conditions. We decided to develop a new program to help members of the community build lasting, high quality wells in optimal locations.
- **What are the positive changes and long lasting benefits from the activity?** What has changed as a result of the grant? Eg. Their fresh water supply in 2018 was 40% higher than the previous year. Talking to locals, we learned that since the wells were now much more accessible than previous water sources had been, women had more time to spend growing their crops for market and children had more time to spend at school.
- Where possible, include quotes from the following: a member of the ACO, implementing partner, person who is benefiting from the Activity and a community leader.

Case studies must be written in plain English and must not include development jargon. All case studies must acknowledge Australian Government funding.

### Write a brief case study of your Activity. \*

Word count:  
No more than 400 words.

### Supporting content

Attach a minimum of three photos or videos with descriptive captions and credits to tell the story of your Activity.

Photos must be a minimum of 300dpi (you can find the dpi of a photo by going to properties in the photo and then 'details').

You must obtain informed consent from all people in the photo or video. Where children are in the photo or video, consent must be obtained from a parent or legal guardian and must be in line with DFAT's Child Protection Policy guidance note on [Social Media and Use of Images](#) and [taking photographs of children](#).

Where a consent form has not been signed, a file note of the informed consent should be kept.

The *Privacy Act 1988* governs the way 'personal information' is collected, used and disclosed in Australia and overseas. Images of individuals are considered to be 'personal information' if the person's identity is clear, or can reasonably be ascertained from the photo or video. This information can only be published if the individual has given consent or would have been aware that the information may be disclosed publicly.

### Attach a minimum of three supporting photos or videos including a descriptive caption and details of who the photo or video should be credited to. \*

Note: You must attach three items. Multiple items can be selected.

### Communications

**Over the past year, what social media platforms and communication channels have you used to promote your Activity at home and overseas, including acknowledgement of Australian Government support? List the platform and/or channel and instances where your Activity has been tagged/identified. Include project specific examples, including signage, social media, newsletters, media releases, speeches, events, articles or any innovative approaches taken to recognise the program and the Australian Government's support. \***

Word count:  
Must be no more than 200 words.

**Have you seen an increase in your organisation's followers/supporters/members because of this Activity? \***

- Yes  
 No

**Approximately how many additional followers have you gained and on what communication channel/platform? \***

Word count:  
No more than 200 words.

### Activity Summary and Development Effectiveness

\* indicates a required field

**What change did you see in the in-country community as a result of your Activity? \***

Word count:  
No more than 200 words.

**Did your organisation achieve what it set out to do in its application? \***

- Yes  
 No

**How did your organisation achieve what it set out to do in its application? \***

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Word count:  
No more than 200 words.

**Tell us why you could not achieve what you set out to do and how you managed the issue(s). \***

Word count:  
No more than 200 words.

**Outline any challenges or issues faced in the Activity period and how you overcame them. \***

Word count:  
No more than 200 words.

**Now that your Friendship Grant funding period has ended, how do you see the in-country community having long lasting benefits from your Activity? \***

Word count:  
No more than 200 words.

## Monitoring and Evaluation - Community Data Collection

\* indicates a required field

This [link](#) provides guidance on how to collect information for your reporting to DFAT on the impact your Activity has had in the in-country community.

'Participants' are those from the ACO who are involved in implementing your Activity, either in a paid or volunteer capacity. This includes ACO members who helped in Australia as well as those who travelled to the country to help plan, implement and monitor the Activity.

'Beneficiaries' are members of the in-country community whom the Activity has helped directly.

## Breakdown of Participants in Activity

How many ACO members were involved in implementing your Activity, either in a paid or volunteer capacity?

**Men \***

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Must be a number.

**Women \***

Must be a number.

**Total Participants \***

This number is automatically calculated.

**How did they participate in the design and/or implementation of the Activity? \***

Word count:  
No more than 200 words.

### Breakdown of Beneficiaries of the Activity

How many in-country community members benefited from the implementation of the Activity funded by DFAT?

**Men \***

Must be a number.

**Women \***

Must be a number.

**Boys \***

Must be a number.

**Girls \***

Must be a number.

**Total \***

This number/amount is calculated.

**Men with Disability \***

Must be a number.

**Women with Disability \***

Must be a number.

**Boys with Disability \***

Must be a number.

**Girls with Disability \***

Must be a number.

**Total with Disability \***

This number/amount is calculated.

**Total Beneficiaries \***

This number/amount is calculated.

**How did they benefit from the Activity? \***

Word count:

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No more than 200 words.

### Interviewing community members

Make sure you speak to a variety of community members, rather than only community leaders or mostly men. It is always helpful to hear from women and girls, young and older people as well as people with a disability because people experience development activities in their community differently.

Ensure you include at least one direct quote from three interviewees.

You should ask the following questions, or ensure that your interview broadly covers answers to these questions.

DFAT acknowledges that some organisations may have concerns of sensitivities around providing personal names of community members. Should you have any concerns, provide a different name and ensure the information supplied does not identify the individual.

### How do you think the Activity implemented over the last year will have the most impact on your life or community?

#### Community Member 1

First Name \*

Sex \*

Male  Female

Position in Community

Response \*

Word count:  
No more than 150 words.

#### Community Member 2

First Name \*

Sex \*

Male  Female

Position in Community

Response \*

Word count:  
No more than 150 words.

#### Community Member 3

First Name \*

Sex \*

Male  Female

Position in Community

Response \*

Word count:  
No more than 150 words.

### What were the challenges you saw in this Activity? Were they all overcome?

#### Community Member 1

First Name \*

Sex \*

Male  Female

Position in Community

#### Community Member 2

First Name \*

Sex \*

Male  Female

Position in Community

#### Community Member 3

First Name \*

Sex \*

Male  Female

Position in Community

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Response \*

Word count:  
No more than 150 words.

Response \*

Word count:  
No more than 150 words.

Response \*

Word count:  
No more than 150 words.

### What are the next steps you and the community would like to take?

Community Member 1

First Name \*

Sex \*

Male

Female

Community Member 2

First Name \*

Sex \*

Male

Female

Community Member 3

First Name \*

Sex \*

Male

Female

Position in Community

Position in Community

Position in Community

Response \*

Word count:  
No more than 150 words.

Response \*

Word count:  
No more than 150 words.

Response \*

Word count:  
No more than 150 words.

## Certification

\* indicates a required field

The following declaration must be made by an Authorised Officer in the organisation.

**By submitting this report, the Authorised Officer certifies that: \***

- This report is complete and accurate;
- The financial acquittal is a correct record of income and expenditure;
- Unspent funds have been calculated and reported accurately;
- A detailed, auditable record of income and expenditure at an individual item level is available should it be requested;
- The expenditure detailed in the financial acquittal has been extracted from the ACO's (or the delivery organisation's) financial accounting records;
- The funds allocated were used in accordance with the Grant Agreement with DFAT;
- The funds allocated were used in accordance with the Friendship Grants Guidelines;
- The beneficiary and participant data reported are accurate and verifiable;
- Any safeguard matters (eg. fraud or child protection cases) were reported to DFAT in writing in the specified timeframes;
- The Australian Community Organisation (ACO) consents to the Australian Government using and disclosing all or part of this Report including photos and videos; and

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The ACO has obtained the necessary approvals for use and reproduction of photos and videos and, if applicable, the photos and videos meet child protection requirements.

**Authorising Officer Name \***

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

**Authorising Officer Position \***

**Date of Approval \***

Must be a date.