Australia Afghanistan Community Resilience Scheme

Competitive Grants Program Briefing

14 May 2013

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Electronic Lodgement

> Requirements: One (1) PDF (Portable Document Format) version, with a copy of the proposal in Microsoft Word

> Address: aacrs@ausaid.gov.au

> Terms & Conditions: *Australia Afghanistan Community Resilience Scheme – Competitive Grant Guidelines*

> Closing Time: **2:00pm Canberra time**, **14 June 2013**

Submissions must be received by the Closing Time to be included for assessment

Hard Copy Lodgement

> Requirements: One (1) original (marked "Original") plus five (5) copies and a CD containing one PDF file of the Submission

> Endorsement: 'Submission for the *Australia Afghanistan Community Resilience Scheme*' Attention: AACRS Competitive Grants Program Manager

> Address: Tender Box, Ground Floor, AusAID. 255 London Circuit, Canberra, ACT 2601, AUSTRALIA

> Business Hours: 8.30am to 5.00pm (Canberra time) Monday to Friday (excluding Public holidays)

> Closing Time: **2:00pm Canberra time, 14 June 2013**

Submissions must be received by the Closing Time to be included for assessment

Enquiries

> Contact Point   AACRS Competitive Grants Manager, Afghanistan Branch, AusAID

> Email address: aacrs@ausaid.gov.au

> Deadline for enquiries: 1 June 2013

> Deadline for response: 7 June 2013

Terms and Conditions

> All important information is provided in the *Australia Afghanistan Community Resilience Scheme Competitive Grant Guidelines* – please read this document carefully.

> AusAID may amend the *Guidelines* at any time by issuing an Addendum via the AusAID website. All conditions of the *Guidelines* will apply to Addenda.

> Applicants are expected **to have regard to and be compliant with AusAID policies**

  – a list of current policy documents is available at the following site: www.ausaid.gov.au/publications/Pages/home.aspx

Relevant and applicable policies include, but are not limited to:

> *An Effective Aid Program for Australia: Making a real difference – Delivering real results*

> *Promoting opportunities for all – Gender equality and women's empowerment*

> *Child Protection Policy 2013*

> *Investing in a Safer Future: A Disaster Risk Reduction Policy for the Australian Aid Program*

> *Civil Society Engagement Framework*

> *Sustainable Economic Development: Improving Food Security*

> *Framework for working in fragile and conflict-affected states*

> *Promoting economic opportunities for all – A how to guide for AusAID staff on programming for women's economic empowerment and livelihood security.*

> *WHS Act 2012*

Submissions received must have:

PART	TITLE	FORMAT
Part A	**Cover Page**	Annex A in the Guidelines
Part B	**Proposal Summary and Capacity Statement**	Annex B in the Guidelines
Part C	**Detailed Design Phase**	Annex C in the Guidelines

Submissions received must have: (cont'd)

PART	TITLE	FORMAT
Part D	**Proposed AARCS Project Budget**	Annex D in the Guidelines
Part E	**Past Experience**	Annex E in the Guidelines
Part F	**Attachments**	Annex F in the Guidelines
Part G	**Applicant Declaration**	Annex G in the Guidelines

> <u>Page limits</u>: Please note, page limits specified in the Annexes must be strictly adhered to.

Assessment Process for Submissions

> Conformity Check

- all Submissions received will be checked against the mandatory requirements of the *Guidelines* to ensure they conform

- if a Submission is found to be non conforming it may be rejected.

> Conduct referee checks, Due Diligence and check performance information.

Assessment Process for Submissions

> Technical Assessment Panel:

- 2 AusAID staff, 2 assessors with appropriate skills and experience
- AusAID may also choose to appoint an external probity advisor.

> 90 per cent of the assessment will be based on the scoring against the selection criteria and ten (10) per cent value for money considerations.

> Written assessment against the Selection Criteria

- NGO Capacity and Experience: 50 per cent
- Feasibility and Relevance of the Project: 50 per cent

> AusAID may invite applicant NGOs to be interviewed, via telephone.

> The Panel will then undertake the Value for Money assessment, and provide a Selection Report to the AusAID delegate for consideration.

> AusAID will undertake appropriate due diligence of non-accredited NGOs before grant agreements are entered into.

Value for Money

> The Financial Management and Accountability (FMA) Act requires AusAID to achieve a value for money outcome.

> Value for money means the best available outcome considering all relevant costs and benefits over the proposal cycle.

> Cost is not the sole determining factor in assessing value for money.

> The funds requested, and detailed in the project budget as part of the Submission, will be assessed on whether they reasonable and proportional to the intended work to be undertaken.

> This is in line with AusAID's continued focus on achieving and being able to demonstrate value for money on grants (similar to procurements)

Some important considerations when developing your Submissions in regards to Value for Money

> Fitness for purpose - that a grant would add value by achieving something worthwhile that would not occur without grant assistance (derived from the outcomes and objectives outlined in the activity proposal);

> The performance history of the applicant;

> The relative risks within the proposal, and risk analysis and mitigation plan outlined; and

> Financial considerations, including all relevant benefits and costs over the life of the proposed grant.

Feedback on Submissions

> Generic debriefs will be provided:

  – on request in writing; and

  – after agreements have been signed with successful NGOs to proceed to the Detailed Design Phase.

> AusAID will not enter into discussion or communications on the content of the debrief once it has been completed.

> Once the grants are awarded this will be published on the AACRS webpage.

Indicative Key Dates

Final date for Submission enquiries	1 June 2013
Proposal Closing Time	**2pm Friday 14 June 2013** Canberra time
AusAID conformance check	June 2013
Technical Assessment Panel assessment of Submissions	July 2013
Signing of detailed design agreements	August 2013
Detailed design process	August – November 2013
Signing of Phase 2 implementation grant agreement	December 2013