



TALA KEI KAPA: PREPARE, RESPOND, RECOVER GRANT GUIDELINES

The **Tala Kei Kapa: Prepare, Respond, Recover Humanitarian Program** (the *Program*) will support the Government of Tonga and civil society partners to strengthen disaster preparedness actions and provide immediate response and early recovery assistance to those affected by disasters. It will be an important part of Australia's overall development assistance to Tonga, demonstrating Australia is a consistently reliable partner, particularly in times of disaster, and proactively assisting on building disaster and climate change resilience. The program brings together a range of activities to streamline Australia's support for improved disaster risk management (DRM) in Tonga. The program will run from January 2026 to December 2030.

The program will directly contribute to the operationalisation of Tonga's Disaster Risk Management Act (2021) and Disaster Risk Management Policy Framework 2023-2030 by improving national level preparedness, response and recovery coordination through the established cluster system, and supporting community led emergency preparedness planning, response and recovery.

The **Program Objective** is:

The Government of Tonga, together with civil society and communities in Tonga, leads effective and inclusive response to disasters and climate change.

The **End of Program Outcomes** (EOPOs) are:

1. The NRMDO improves their coordination of responses to disaster and climate change impacts in line with DRM policy.
2. CSOs better represent and support community DRM and climate priorities prior, during and following DRM and climate related events.
3. Stronger DRM coordination in Tonga supports effective, inclusive and locally led responses to disaster and climate change.

Overview

The program has two key pillars designed to achieve the program objective. Funding for Government, and Grants to Civil societies to implement humanitarian activities.

Civil Society Organisations with a presence in Tonga are invited to submit a proposal for funding of humanitarian activities in line with the program outcomes. Grant rounds will open a minimum of once per financial year for the length of the program. Eligible activities for each grant round will be based on the current emergency management cycle (prepare, respond, recover).

Eligible sector themes for each grant round will be flexible based on the needs of the broader humanitarian sector in Tonga but will generally include:

- anticipatory action interventions
- inclusive disaster preparedness actions
- adaptation to climate change
- capacity training (for both community and CSO's)
- protection and psychosocial services
- education and shelter programming
- implementation of the DRM Policy

Tala Kei Kapa grants can support multi-year activities for up to five years (until December 2030) with a maximum amount of AUD500,000.

Activities must be able to demonstrate coordination and consultation with the proposed beneficiary village Disaster Risk Management Committee through a letter of support for the activity. Where a DRM Committee has not been established the relevant town or district officer may provide the letter of support.

Organisations who are recipients of a Tala Kei Kapa grant will be invited to submit a concept note for response activities. In the case of a disaster, if Australian support is requested, these concept notes will form part of Australia's toolkit to respond.

Organisation Eligibility

Grants are only eligible to registered non-government organisations that have an established presence, or relevant network in the Kingdom of Tonga. Local NGO's will be preferred during the selection process. International NGO's are welcome to apply but must have a local implementing partner.

Organisations must have the capability to meet DFAT due diligence requirements including child protection, prevention of sexual exploitation, harassment and abuse, and a proactive risk management approach.

Organisations are required to submit two referee reports that demonstrate the organisations experience and capacity to achieve the activity outcomes.

There is an expectation that organisations who receive grants will be active members of their relevant national cluster and will ensure that activities funded by the grant are in line with the relevant cluster plans.

Selection process

DFAT Nuku'alofa Post will work in consultation with NDRMO and CSFT to assess the applications against the outcomes of the program.

Successful applications will:

- Clearly identify how the organisation plans to implement its activities.
- Be able to demonstrate how the activity is contributing to the implementation of [Tonga's Disaster Risk Management Policy Framework](#)
- Propose activities that adhere to the overall goal, objective, and outcome of the Tala Kei Kapa program.
- Have a monitoring and evaluation plan that has identified tangible and reliable indicators in-line with [Australia's international development policy performance and delivery framework](#).
- Provide a detailed budget, including reasonable costs and can demonstrate cost effectiveness.
- Mainstream important cross-cutting elements such as protection, gender, youth, climate etc.
- Demonstrate consultation by providing a letter of support from the relevant beneficiary.
- Showcase their capacity to achieve the activity and demonstrate the ability to absorb funding.

How to apply

All applicants must apply through DFAT's competitive grants portal at DCG.smartygrants.com.au/TalaKeiKapa

Applicants will be notified via email on the outcome of their application.

All questions regarding the grant process should be directed to the Australian High Commission in Nuku'alofa via email at ahctonga@dfat.gov.au or phone on 20400.

Successful applicants

Successful organisations will be required to submit an annual work plan, a six-monthly progress report, and an annual progress report, including financial acquittals.

Funding for multi-year proposals will be paid in yearly installments on the conditionality of submission of work plans, progress reports, and financial acquittals.

Successful applicants will be expected to contribute to the implementation of Tonga's national cluster system, including attending their relevant cluster meetings.

Successful applicants will abide by the conditions outlined in DFAT's simple grant agreement terms and conditions.