

BEFORE YOU BEGIN

* indicates a required field

IMPORTANT

Please ensure that you have read the [eligibility criteria](#), including 'activities not funded' before you commence your application.

If you have any questions or concerns, please contact the Secretariat on caar@dfat.gov.au or +61 2 6261 2090.

Incomplete applications will NOT be considered. This includes applications without the appropriate supporting documents and referee letters.

Warning: Ensure that you save as you go. When you click on an external link, please ensure you left click and select 'Open link in a new tab' to ensure that you don't lose any of your work.

Eligibility

Are you applying for an individual scholarship? *

Yes No

The Council does not fund individual scholarships or activities that are properly the responsibility of the host institution eg. post graduate student applying for travel assistance to do field work as part of their thesis will not normally be considered.

Are you an Australian citizen or Australian permanent resident? *

Yes No Applying as an organisation

Individual applicants must be an Australian citizen or Australian permanent resident. Proof of citizenship or residency may be required.

Are you seeking funding for capital expenditure, such as real estate property, equipment or computer software? *

Yes No

Note: the Council does not normally provide funds for capital expenditure.

Are the activities commercially viable in their own right or give a commercial advantage to your business or organisation? *

Yes No

For example: Using grants funding to host a fund raising Gala for your business.

Are the activities properly the responsibility of other funding bodies or other government agencies? *

Yes No

For example: development assistance, activities under bilateral science and technology agreement, or trade promotion activities normally handled by Austrade or industry promotion bodies.

Are you requesting funds for day-to-day operational costs of your organisation, such as salaries, wages or rental costs? *

Yes No

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Note: The Council does not fund salaries or wages. However, fees for performers, media and graphic designers, and consultants are considered for funding.

Are you providing at least two referees for your application? *

Yes No

Note: Referees must be independent of the project and be able to comment on your ability to undertake the project, in addition to commenting on the merits of the project itself.

Is your project already completed? *

Yes No

Note: the Council does not fund completed activities.

Applying for a grant

About the Council for Australian-Arab Relations (CAAR)

The Council for Australian-Arab Relations (CAAR) supports projects that enhance **Australia's economic, cultural and social relations** with the **Arab world**. Applicants should carefully read the [Grant Guidelines](#) before submitting their application.

CAAR supports innovative projects that have clear outcomes, whose benefits are spread as widely as possible, and which lead to greater mutual understanding and cooperation between Australia and the Arab world, on an individual or institutional level. The Council has a special focus on assisting the initiation of activities that are likely to prove self-sustaining.

The Board assesses grant applications on the likely benefits a project will bring, rather than the amount requested, and it therefore exercises some flexibility in the amounts disbursed as grants. While the level of grant funding will be decided according to the merits of the proposal, funding will generally be between above a minimum of AUD 10,000, and up to a maximum of AUD 40,000. CAAR encourages applicants to also seek funding for their project from other sources.

Applications must demonstrate relevance to one or more of the Council's [Strategic Objectives](#). In addition, proposals must either serve a CAAR [Flagship Program](#) and/or address a CAAR Priority Sector.

Proper consideration should be given to how the project will acknowledge CAAR funding. Any publications, electronic media and publicly performed activities associated with the project should carry the [CAAR logo](#), subject to agreement by the CAAR Secretariat. Invitations to Board Members for key events associated with the project are highly desirable. It is expected that grantees will appropriately advertise CAAR events, including through social media, and provide regular updates (such as photographs, short videos) to the CAAR to enable promotion of the project via the CAAR [Facebook page](#).

Please ensure you have read the information for grant applicants on the [Council for Australian-Arab Relations \(CAAR\) Guidelines](#) prior to answering these questions.

The document sets out:

- the purpose of the grant opportunity
- the eligibility and assessment criteria
- how grant applications are monitored and evaluated
- responsibilities and expectations in relation to the opportunity.

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Proposals must demonstrate relevance to a CAAR Flagship Program and/or address a CAAR Priority Sector.

Applicant Details

* indicates a required field

Applicant

The nominated applicant will be responsible for project management, reporting and acquittal of funds.

Are you applying as an organisation or an individual? *

- Organisation
- Individual

Note: It is important to select either individual or organisation as this will have an impact on your eligibility criteria. The Secretariat provides grants to Arab organisations, however you need a partner Australian organisation who will also be working on the project. Furthermore, the applicant nominated in this section will be the one accountable for managing the finances for the project. This means that the ABN for the organisations must be included in order for DFAT to account for GST. For example: If applicants submit an application on behalf of a university, you must select organisation and provide the name and ABN of the university instead of submitting as an individual person from the institution. Please ensure that this is agreed upon by your institution before submitting an application. The Secretariat provides grants to Arab organisations, however you need a partner Australian organisation who will also be working on the project.

Organisation details

Organisation *

ABN / ACN

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information

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ACNC Registration
Tax Concessions
Main business location

It's important to provide ABN as this could affect whether you receive GST or not.

If you do not have an ABN you will need to complete a **Statement of Supplier form** when signing the funding agreement or you may want to nominate a legally constituted organisation or individual to administer the grant, otherwise you may have 46.5% of your grant withheld. (Please contact the Australian Tax Office for further details).

Trading Name *

Enter a trading name or professional name (if different from legal entity name above)

Street Address *

Address

Suburb/Town State/Province Postcode Country

a valid postcode Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.
Must be an Australian post code

Postal Address

Address

Suburb/Town State/Province Postcode Country

Must be a valid Australian post code

Business Phone *

Must be a valid international phone number

Website *

Twitter and Facebook handle and hashtags

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Other social media details

University applications

Is your application from a university? *

Attach a short letter of support from your Research Office or equivalent. *

Attach a file:

This letter should explain how the planned project results align with joint priorities identified with equivalent institutions in the partner country or countries. For instance, how the project supports active engagement under a Memorandum of Understanding

Primary Contact Details

Contact Person *

Title

First Name

Last Name

The main contact person within the organisation for this project.

Contact Person's Position *

Email *

Work Number *

Mobile Number *

Organisation capability statement

Describe your organisation's strengths and experience relating to this area of engagement. *

Word count:

A one page capability statement may strengthen your application (though is not required)

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Individual Applicant Details

Applicant's name *

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

Citizenship Status *

Australian Citizen Permanent Resident Other:

Address *

Address

Suburb State Postcode

Address Line 1, Suburb/Town, State/Province, and Postcode are required.
Must be an international post code

Email address *

Must be a valid email address

Phone Number *

Must be a valid international phone number (e.g. 61 2 9XXX XXXX for Sydney)

Mobile Phone Number *

Must be a valid international phone number

Previous Funding

Have you or your organisation previously requested or received related grant funding from the Commonwealth Government and/or other sources? *

Yes No

Are you also applying to other DFAT grant programs for funding? *

- Australia-ASEAN Council
- Australia-China Council
- Australia-India Council
- Australia-Indonesia Institute
- Australia-Japan Foundation
- Australia-Korea Foundation
- Council for Australian-Arab Relations
- Council on Australia Latin America Relations
- Australian Cultural Diplomacy Grant Program
- None

If yes, please give details, including the amount and year. *

Word count:

Must be no more than 150 words.
Note: Of particular interest are grants received or requested from DFAT (through Foundations, Councils and Institutes or the Australian Cultural Diplomacy Grants) and from the Australia Council for the Arts or Australian Research Council.

Project Details

* indicates a required field

Project outline

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Project Title *

Must be no more than 10 words

Provide a clear and descriptive project summary which describes the main activity of the project. Include the Who/What/When/Where/How. This can be a duplication of the first couple of sentences in the project summary below.

Short Project Description *

no more than 40 words

Start Date *

Must be a date. Note: the project must not commence before 30 July 2018

Completion Date *

Must be a date. Note: Ideally, the project should conclude within a year from your starting date

If successful, what date would you need the funds by? *

Must be a date. Note: funding will not be available before 30 July 2018

Alignment with CAAR objectives

For more information on CAAR objectives, please consult the following documents: [Strategic Plan 2016-2020](#), [Business Plan 2019-2020](#) and [Flagship Programs](#)

The Priority Sectors for 2019-20 are:

1. Innovation and Sustainability (e.g. Environment, Energy, Waste)
2. Arts and Culture
3. Social Change (e.g. Work, Health & Safety (WHS), Health, Food and/or Water Safety, Disease Prevention)

Which Flagship Program are you applying for? *

- CAAR Speakers CAAR Visitors CAAR Exchanges
 Women in Leadership Not applying under a Flagship Program

For more information please visit our website for CAAR Flagship Programs

CAAR Priority Sector *

Note: Please select your Objective below in relation to the Priority Sector or Flagship Program you have selected for your project.

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To which objective does your project primarily relate? *

NOTE: This sections seeks to determine how well your grant proposal aligns with DFAT's grant program objectives (which may overlap with CAAR objectives).

Project summary

Project description *

Word count:

Must be no more than 150 words

Activities

Specify, for example, the types of events planned and the expected attendance or participation at these events. Examples of events are performances, exhibition days, film screenings, community events, workshops or seminars. Describe the planned involvement/engagement of key stakeholders, representatives and the local community in your project and why you expect this level of engagement. Disaggregated information - such as on sectors, gender, nationality - can strengthen your application.

Planned Activity	Date of activity	City or Region	Country
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Project Location

For more information visit the [DFAT website](#).

In which countries will your project take place? *

- | | | | |
|------------------------------------|----------------------------------|--|--|
| <input type="checkbox"/> Algeria | <input type="checkbox"/> Kuwait | <input type="checkbox"/> Palestinian Territories | <input type="checkbox"/> Syria |
| <input type="checkbox"/> Australia | <input type="checkbox"/> Lebanon | <input type="checkbox"/> Qatar | <input type="checkbox"/> Tunisia |
| <input type="checkbox"/> Bahrain | <input type="checkbox"/> Libya | <input type="checkbox"/> Saudi Arabia | <input type="checkbox"/> United Arab Emirates |
| <input type="checkbox"/> Egypt | <input type="checkbox"/> Morocco | <input type="checkbox"/> Somalia | <input type="checkbox"/> Yemen |
| <input type="checkbox"/> Iraq | <input type="checkbox"/> Oman | <input type="checkbox"/> Sudan | <input type="checkbox"/> Other: <input type="text"/> |
| <input type="checkbox"/> Jordan | | | |

Identify the closest DFAT office in Australia or Mission overseas to your office and project location

- | | | | |
|------------------------------------|------------------------------------|--------------------------------------|--|
| <input type="checkbox"/> Adelaide | <input type="checkbox"/> Perth | <input type="checkbox"/> Doha | <input type="checkbox"/> Rabat |
| <input type="checkbox"/> Brisbane | <input type="checkbox"/> Sydney | <input type="checkbox"/> Dubai | <input type="checkbox"/> Ramallah |
| <input type="checkbox"/> Canberra | <input type="checkbox"/> Abu Dhabi | <input type="checkbox"/> Kuwait City | <input type="checkbox"/> Riyadh |
| <input type="checkbox"/> Darwin | <input type="checkbox"/> Amman | <input type="checkbox"/> Malta | <input type="checkbox"/> Rome |
| <input type="checkbox"/> Hobart | <input type="checkbox"/> Beirut | <input type="checkbox"/> Paris | <input type="checkbox"/> Other: <input type="text"/> |
| <input type="checkbox"/> Melbourne | <input type="checkbox"/> Cairo | | |

Please note that some DFAT Posts are accredited to other countries. For example, Malta Post is accredited to Tunisia. Go to the DFAT website for more information.

Regional projects

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Does your application relate to a Australian regional project? *

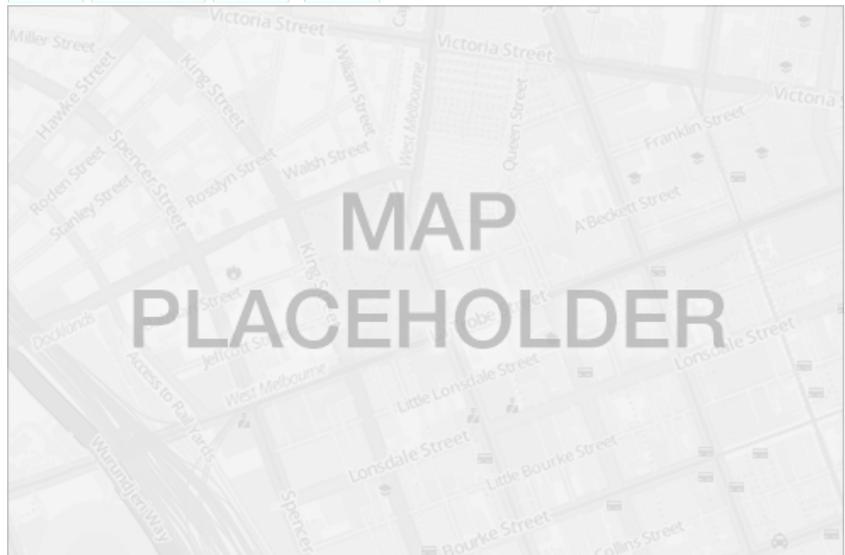
Yes No

Benefiting more than one country, maximising value for money and potentially involving more than one of DFAT's Foundations, Councils and Institutes

Primary project location

Address

Suburb/Town State/Province Postcode Country

Must be a valid postcode.

Must be a valid post code

Project Results and Impact

Project results need to be clear, realistic and measurable within the project timeframe. Between two and four project-specific results can be outlined. Further questions provide the opportunity to detail the planned project results expected to be common across all funded projects: building relationships and extending the reach of the project.

Expected Project-specific Result 1 *

Word count:

Must be no more than 100 words

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Expected Project-specific Result 2 *

Word count:

Must be no more than 100 words

Expected Project-specific Result 3

Must be no more than 100 words

Expected Project-specific Result 4

Must be no more than 100 words

How will this project contribute to increased awareness of, and engagement in, the bilateral/regional relationship? *

Word count:

Must be no more than 150 words

What publicity is intended to extend the reach of the project and acknowledge the support of the CAAR/DFAT? *

Word count:

Eg: which social media tools you will utilise? How often will you post about the event, and over what period of time? Will you take photographs and video footage for online publication? Will you create online invitations, such as Eventbrite? How many print, radio and television media organisations do you intend to contact? How will you work to ensure that CAAR funding is acknowledged in all publicity, be it print, radio, TV or online? Note: while the grantee cannot guarantee that a media agency acknowledges CAAR funding, all efforts must be made to request that this be done. Grantees are responsible for the publicity for all events related to their grant, regardless of whether the event is directly hosted by the grantee, or by a third party.

In your project acquittal you will be asked to report on the quantity and quality of media coverage. This will include the number of media articles, radio and television broadcasts, website hits and social media interactions. Qualitative information expected would include the depth of information provided, length and appropriateness of the target audience. This will help inform assessment of the impact of your project. Outlining your publicity goals here will inform the assessment your application against our objectives.

What measures will you put in place to support

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key relationships and sustain project results? *

Word count:
Must be no more than 150 words

In your acquittal report, you will be asked for information on the number and type of formal, long term relationships that have been created or strengthened as a result of your project, along with measures to ensure sustainable outcomes.

Most Significant Change

In your **project acquittal report** you will be asked to identify the most significant change (positive or negative) you observed in the bilateral/regional relationship in the past year and the most significant change relating to your field you believe resulted from your project. You will be invited to provide your rationale for selecting these particular changes.

Monitoring project results

How will you know if these results have been achieved? *

Word count:
Detail the monitoring plan for your project. Outline how project results will be measured and recorded, including media coverage (questionnaires, surveys, interviews, etc). Must be no more than 150 words.

Project Gender Lens

How will you address the needs of people of different genders in the design and management of your initiative? How will you know if you have considered all genders adequately? *

We want you to show how you have considered gender differences in designing your project/program and how you will assess your results. Please outline how you will know if you've catered for all genders adequately (presuming your initiative is designed for all genders) and how you will measure the gender split of your beneficiaries. If you are running a gender-specific initiative, please tell us why only one gender is being targeted. For more information on applying a gender lens to your work, visit <http://www.fundingcentre.com.au/help/gender-lens>

Who are the expected primary beneficiaries of this project/program? *

Please choose only the group/s that are at the very core of this project/program. If your initiative is open to everyone, choose the first item, 'Universal - no particularly targeted beneficiaries'

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Working with Children

DFAT considers a child to be a person under the age of 18 years. DFAT's Child Protection Policy provides a framework for protecting children from exploitation and abuse in the delivery of projects supported by DFAT. The Policy is available [here](#). An example code of conduct is provided within DFAT's Child Protection Policy. If you or your organisation would like further information, contact childprotection@dfat.gov.au or on +612 6178 5100, ideally well in advance of the closing date.

Will your project involve working with children? *

Yes

No

If this project is working with children, are policies adequate or does this need referral?

Adequate

Refer to Child Protection Section

DFAT's Child Protection Section will work with organisations to develop simple child protection policy as appropriate. Grant agreements can be signed where applicants are willing to work with DFAT to develop appropriate policies.

If yes, attach a copy of your guidelines

Attach a file:

Project Participants and Partners

Principal Participants

Principal Participants	Qualifications and/or Experience	Please attach a one-page CV

Project Partners

Provide information on individuals or organisations in Australia or in the relevant country who will participate in the administration and/or execution of the project. (Where others have agreed to participate, documentary evidence concerning the type of involvement may be supplied to strengthen the application.)

Note: Arab organisations will require a partner Australian organisation who will also be working on the project.

Project Partners	How will they participate in this project?	Partner location?	Evidence of commitment to project

Referees

* indicates a required field

Referee letter of support

IMPORTANT: Applicants must **provide a minimum of two referees** and the letters of support must be signed and attached when submitting the application to qualify for a grant. Un-signed **referee** letters will not be accepted. However, we will accept if the letters are sent by the referee and have their signature block within the email as evidence.

Additional information:

- Referees should be independent of the project with no direct financial interest in this project.
- Referees should be able to comment on your ability to undertake the project, in addition to commenting on merits of the project itself.
- Referees should comment on the project's objectives and the strategies to achieve them.
- **It is the applicant's responsibility to contact referees and ensure that their letters of support are received/attached to this application prior to submission by the grant round closing date. We will not accept late submissions.**

The CAAR reserves the right to seek advice on the application from other persons as appropriate.

Referee 1 *

Individual

Organisation

Organisation Name

Title

First Name

Last Name

Referee 2 *

Individual

Organisation

Organisation Name

Title

First Name

Last Name

Referee 1 Position *

Referee 2 Position *

Referee 1 Primary Email *

Must be an email address.

Referee 2 Primary Email *

Must be an email address.

Referee 1 Primary Phone Number *

Must be a valid phone number.

Referee 2 Primary Phone Number *

Must be a valid phone number.

Referee 1 Mobile Phone Number *

Must be a valid phone number.

Referee 2 Mobile Phone Number *

Must be a valid phone number.

Relationship with referee *

Must also include how long you have known your referee

Relationship with referee *

Must also include how long you have known your referee

Letter of support of the applicant and their project *

Attach a file:

The letters must be signed and include the referees signature block.

Letter of support of the applicant and their project *

Attach a file:

The letters must be signed and include the referees signature block.

Project Budget

* indicates a required field

Instructions 2019-20 Grant Guidelines

List all projected income and expenditure items for the entire project under the headings given. If there are headings not relevant to your proposal, leave the item blank.

Please check the following points:

1. **IMPORTANT:** In the Budgeted Expenditure Section, all expenditure items which are to be covered by the grant are clearly identified.
2. The total income and total expenditure **must equal**.
3. The **Budgeted Income section** should include a listing of all contributors to your project including an indication of whether each source of funding is confirmed, conditional or pending approval. Documentary evidence should be supplied for assurances of confirmed and conditional funding support.
4. **Tips for budgeting travel:** calculate and budget for reasonable economy class travel. DFAT prefers modest travel budgets (ie. high expenses for meals, incidentals and accommodation are generally not supported). Your application could be unsuccessful if travel costs are not considered appropriate. Please contact the CAAR Secretariat or Manager on caar@dfat.gov.au if you have questions or any concerns.

You cannot use the grant for the following activities:

- Capital expenditure including items such as real estate property, vehicle, equipment or computer software (eg. for example, musical instruments, computers, videos, photographic or printing equipment);
- the covering of retrospective costs or recurrent funding of activities;
- activities that are commercially viable in their own right or which give a commercial advantage to one organisation (e.g. promotion of the applicant's own business);
- costs incurred in the preparation of a grant application or related documentation;
- subsidy of general ongoing administration of an organisation such as salaries, electricity, phone or rent;
- business development activities that are properly the responsibility of other funding bodies or other government agencies (e.g. development assistance, activities under bilateral science and technology agreement; and Trade promotion activities normally handled by Austrade or Industry promotion bodies);
- salaries for research assistants or administrative staff; honorariums or administrative charges levied by the applicant's organisation (the program does however cover fees for performers, media, graphic designers and consultants);
- scholarships to individual students; or
- projects already completed.

Please visit the CAAR's website to view the full funding and eligibility for the [2019-20 Grant Guidelines](#).

Australian Goods and Services Tax

If you are GST-registered, your budget should be **exclusive of GST** and we will pay the grant plus GST. You should provide amounts in Australian dollars (AUD\$).

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If you are not GST-registered, your budget should **include GST** as this is part of the cost of the project. We do not add any amount to the grant to cover this expense as you are not obliged to charge DFAT GST. For more information on GST, please visit the ATO website: [Goods and Services tax \(GST\)](#)

Are you registered with the Australian Taxation Office for GST purposes?

*

Yes

No

In your invoice will you be charging *

GST in addition

No GST

If uncertain, check with your organisation's finance area as this will impact on final funding and grant agreement. Note, universities and research organisations usually charge GST.

Budgeted Income

- Where possible, support requested from **CAAR should constitute seed-funding**, to encourage financial assistance from other sources including corporate sponsors, and/or future self-sustainability.
- Where support is obtained from other sources, **evidence of the commitment** of such support, either financial or in-kind, should be provided with the application form.
- CAAR's decision to award funding **may be conditional** on supplementary funds being raised from other sources.

A. Internal Contribution	AUD \$	Comments (to be completed by Applicant)

Other Income can include Grants from Australian Federal Government, State Government, Local Government, etc and other income like cash, in-kind, etc.

Important: Where support is obtained from other sources, evidence of the commitment of such support, either financially or in-kind, should be provided with the application form.

B. Other Income	AUD \$	Comments (to be completed by Applicant)	Supporting evidence of commitments

C. DFAT Grant

DFAT Grants Program Funding Requested *

\$

Must be a dollar amount

DFAT Grant = DFAT Funded Expenditure Validation

DFAT Grant Validation *

\$

Must be a dollar amount and equal to 0. This number/amount is automatically calculated.

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Total Income

A + B + C

Total Project Income *

\$

Must be a dollar amount. This number/amount is calculated.

Budgeted Expenditure

Note: Please include non-DFAT funded salaries under 'Other Source'.

Ongoing administration costs such as staff salaries are NOT eligible for funding. However, fees for performers, media and graphic designers, and consultants are considered, when they are not generally employed by the Applicant.

D. Wages and Fees	DFAT Funded	Other Source	Comments (to be completed by Applicant)
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Calculate and budget for reasonable economy class airfares (with the exception that CAAR Visitors can be offered reasonable business class airfares). Consult the [Australian Tax Office website](#) to identify appropriate expenses for meals, incidentals and accommodation (noting how many nights / how many persons).

Please note: The application may be unsuccessful if travel costs are considered unreasonable.

E. Travel Costs	DFAT Funded	Other Source	Comments (to be completed by Applicant)
------------------------	--------------------	---------------------	--

Economy airfares total			
Travel and meals allowance			
Accommodation			
Other transport			
Other			

Advise events or production costs: venue hire; catering; freight or installation

F. Event or Production Costs	DFAT Funded	Other Source	Comments (to be completed by Applicant)
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Advise communication costs: advertising and promotion; printed material; photographs; graphic design and translation.

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Miscellaneous costs need to be identified.

Please note: CAAR expects successful applicants to collect and display CAAR banners, stored in most State and Territory DFAT offices. If you are unable or unwilling to collect and return the banners, please include the costs of printing your own CAAR banner in the section below.

G. Promotional Costs	DFAT Funded	Other Source	Comments (to be completed by Applicant)

Note, we do not fund research assistants. Please identify your costs.

H. Other Costs	DFAT Funded	Other Source	Comments (to be completed by Applicant)

Contingency

\$
These costs are borne by the Applicant, not DFAT

Total Expenditure

Please ensure that 'DFAT Funded Expenditure' plus 'Other Source Expenditure' total to 'TOTAL EXPENDITURE' otherwise your application will not save.

Total DFAT Funded Expenditure	Total Other Source Expenditure	TOTAL EXPENDITURE
\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Must be a dollar amount. This number/amount is calculated.	Must be a dollar amount. This number/amount is calculated.	Must be a dollar amount. This number/amount is calculated.

Balanced Budget Check

Income = Expenditure *
\$
Must be equal to 0. This number/amount is calculated.

Certification

* indicates a required field

Conflict of Interest

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Any conflicts of interest could affect the performance of the grant. There may be a conflict of interest, or perceived conflict of interest, if the Department of Foreign Affairs and Trade staff, any member of the assessment committee and/or you or any of your personnel:

- has a professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer
- has a relationship with an organisation which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently or
- has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives funding under the Program.

To the best of your knowledge, are there any perceived or existing conflicts of interest relating to your application? *

Conflict description

Outline any perceived or existing conflicts of interests *

Word count:

Must be no more than 100 words.

Privacy and Freedom of Information

The Department of Foreign Affairs and Trade (DFAT) must comply with the [Australian Privacy Principles](#) contained in the *Privacy Act 1988* (Cth) (Privacy Act). The DFAT Privacy policy is available [here](#).

The information you provide in your funding submission is used by DFAT to assess your application. This information, including personal information, will be disclosed to the Board and FCI Secretariat, Commonwealth and State or Territory governments, organisations which are responsible for grants programs, and may be made public through national and local media or via the DFAT websites. DFAT may also publish this information, including personal information, in its Annual Report and on the [DFAT website](#). Applicants should also note the provisions of the [Freedom of Information Act 1982](#) apply to documents in DFAT's possession.

I certify that:

- I have read the relevant information provided for grant applicants regarding eligibility and funding conditions, and confirm the proposed project meets the eligibility criteria.
- The statements in this application are true to the best of my knowledge and any supporting material is my own work or the work of the persons named in this application.
- I accept that DFAT reserves the right to use whatever assessment processes and selection criteria they deem necessary to evaluate this and other applications for grant funding
- I acknowledge that this application will be assessed on its merits, and compared to other projects, and that it may not be funded, or it may not be funded at the amount requested.
- I understand that my contact details may be used to receive information updates about relevant DFAT activities, and that I may choose to opt out of further updates at any time.

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- If my application is successful, I consent to the media or members of parliament being given information about the funded project and agree I may be contacted directly by them on the contact number provided under Applicant Details above.
- If my application is successful, I will provide a final project report in accordance with the acquittal reporting requirements, which will include all related information and supporting documentation required to acquit properly and fully the money received.

I understand that any information given to applicants by the Secretariat should be seen as information only, and that I should not alter my circumstances or act upon expectations arising from such information.

Certification: *

Yes, I have read and agree to the above conditions.

Date of Certification *

Must be a date

Certifying Officer's Name *

Title

First Name

Last Name

Certifying Officer's Position *

If you are applying as an individual, state 'individual applicant'.

Statistical Information

* indicates a required field

Where did you hear about the Foundation's Grant Program? *

Website/
Internet

Australian
Embassy/
Consulate

CAAR
Twitter

Grantlinks

Word of
mouth

I am a
previous
recipient

Newspaper
advertisement

Email

DFAT
Website

CAAR
Facebook

DFAT
Facebook/
DFAT Twitter

Other:

Online Application Process

Estimate time taken to complete this application form: *

Input hours taken (must be a number)

Do you have any comments regarding the online application process which may be used for future grant rounds? *

2019-20 CAAR application form

Form Preview

Thank you for applying for the Council for Australian-Arab Relations grants round. We wish you all the best.

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