

Australia Awards Fellowship Application R21

Form Preview

Instructions

Only Australian organisations with an Australian Business Number (ABN) may apply for an Australia Awards Fellowship. Individuals and organisations based outside Australia are not eligible to apply. Completion and submission of this application form is restricted to authorised employees of Australian organisations.

The application form must be completed in accordance with the [Australia Awards Fellowships Round 21 Guidelines](#).

The acceptance of your submission in no way implies any commitment to fund it. The approval of funding under the Australia Awards Fellowships program is at the discretion of the Australia Awards Global Support Unit (GSU) and subject to a competitive selection process.

Enquiries may be directed to the GSU through fellowships@australiaawards.org

Checklist

Applicants must:

- Read the Australia Awards Fellowships Round 21 Guidelines carefully and fully understand the contents before submitting an application.
- Read the relevant DFAT country brief and thematic documents listed in the Guidelines.
- Complete all sections of the application form marked with an asterisk (*).
- Provide a budget (for multi-country provide ratio of budget per country).
- Provide a proposed total number of Fellows (include list of partner organisation names and breakdown of numbers per country).
- Declare you have the full agreement of the proposed Overseas Counterpart Organisation(s) for the activity.
- Review the compliance criteria in Section 5.1 of the Guidelines.

Final tips for completing your application

Link to Eligible Countries

- Ensure that the Fellowship aligns with DFAT's list of eligible countries.
- Ensure that the Fellowship aligns with the development priorities for the nominated country.
- Applications with Fellows from more than one country should ensure that the Fellowship aligns with the priorities for all countries included in the application. If your proposal is not a priority for one of your nominated countries, it is advisable to leave it out of the application as this could adversely affect the outcome of the application or reduce the scope of the Fellowship.

No technical jargon

- Use plain English in describing the activities and the intended outcomes.

Australia Awards Fellowship Application R21

Form Preview

Address the selection criteria – keep on point

- When addressing the selection criteria, you should address the relevant aspects of each criterion, you **do not** need to address each of the issues identified for consideration.

Selection of priority development areas

- Applications are required to address one **main** priority development area.
- Ensure the activities planned relate to the main priority. This will provide a clear line of sight when the application is being assessed and assist in working towards the Fellowships outcomes.

Intersection with International Development Priorities

- Consider if your application can intersect with gender equality, women's empowerment and leadership, disability equity or consider the impacts of climate change.

Outcomes are traceable

- Be realistic in relation to what the Fellowship can achieve through the activities being completed.
- The activities of the Fellowship should directly support the outcomes to be delivered by the Fellowship. Outcomes that are too broad or longer term make the application hard to assess, as the activities do not necessarily relate to the outcome that the Fellowship is trying to achieve.
- It is important to clearly demonstrate how the links with Overseas Counterpart Organisations will continue into the future. Fellowships should aim to strengthen partnerships and links between Australian and partner organisations in support of Australia's development program. If this is not demonstrated, the overall purpose of a Fellowship has not been achieved.

Fellows

- Fellows should be current and future leaders and senior to mid-career professionals who will be in a position to advance priority development areas on their return home.
- Ensure that diversity (gender, age, and disability) is taken into account. Demonstrate that gender balance has been considered and why the gender balance is appropriate for the priority area of the Fellowship, for example empowering women in governance.

Grant Management Past Performance and Responsiveness

- Past performance/compliance with grant guidelines and deliverables have an impact on the assessment of applications. It is important to ensure that all conditions of the Grant Agreement are adhered to from previous rounds, including those reports are returned by their due date e.g., Activity Completion Report and Financial Acquittal Statement. Organisations who do not comply with the Grant Agreement could be adversely affected.

Duplication of text

- If submitting multiple applications please ensure that each answer is unique, and that text is not copied across several applications with similar themes.

Budget

- A co-contribution (cash or in-kind) must be made by the Australian Host Organisation, and where possible the Overseas Counterpart Organisation.
- Is your budget methodology repeatable?
- Do you already have DFAT funding for this activity? If so, nominate a different activity.

Attachments

- Only attach documents to your application that have been requested.
- Letters of support or recommendation will NOT be seen or assessed by the selection committee.

What else should you include in your application?

Australia Awards Fellowship Application R21

Form Preview

- All Fellowship proposals should explore opportunities for intersection with gender equality, women's empowerment and leadership, disability equity and the impacts of climate change.
- Fellowships which support engagement with First Nations Australians and the sharing of perspectives, experiences, and practices on health between Australia's First Nations people and Fellows are also encouraged.

DFAT Overseas Missions

- It is recommended that you contact the Australian Embassy, High Commission or Consulate for recommendations on Overseas Counterpart Organisations relevant to the application prior to submission.

Australian Host Organisation (AHO) Details

* indicates a required field

If the application is successful, the Global Support Unit (GSU) will enter into a legally binding funding agreement with the Australian organisation listed. If there is more than one Australian organisation, please indicate the lead organisation.

NOTE: Organisations based outside of Australia are **not eligible** to apply. There is a limit to the number of applications AHOs can submit, only six (6) compliant applications received from each organisation will be assessed.

Organisation Name *

Please ensure your organisation name matches your registered business name in the box below. Please complete the organisation name in capital letters ie. DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

Trading As

ABN *

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](#)

Australia Awards Fellowship Application R21

Form Preview

ACNC Registration
Tax Concessions
Main business location

Must be an ABN

Is your ABN currently active? *

Yes

No

Only Australian Organisations with a **currently active ABN** are eligible to apply under the Australia Awards Fellowship program.

Based on your response above, your organisation does not hold a currently active ABN and so is **not eligible to apply**.

The validation below will prevent submission of this application.

Organisation Type *

- Federal Government
- Industry Body / Group
- Local Government
- Media organisations

NGO

Private or Business

- Professional associations
- Research centres
- State Government
- University / Tertiary Institution
- Vocational education and training providers

Postal Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

(This will be used to send the Australia Awards branded merchandise)

Street/Business Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Main Contact Person

This is the main contact person with whom DFAT or the GSU will correspond.

Please ensure where possible that the nominated contact person will be available during the entire funding round and post-Fellowship to ensure continuity through to completion.

Australia Awards Fellowship Application R21

Form Preview

Contact Officer *

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

Position *

Phone Number *

Must be an Australian phone number.

Email Address *

Alternate Contact Person

Alternative Contact Officer *

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

Position *

Phone Number *

Must be an Australian phone number

Email Address *

Authorised Signatory

The name of the person authorised to sign must be a representative of the AHO authorised to sign on behalf of the organisation. Their name will appear on the Funding Agreement if successful.

Person authorised to sign Funding Agreement deed if successful *

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

Position *

Previously funded Australia Awards Fellowships

Has the Australian organisation previously received Australia Awards Fellowships funding? *

Yes

No

Click "Add More" to insert additional lines and click "Maximise" to view a larger version of the table below.

Australia Awards Fellowship Application R21

Form Preview

Which round?	Name of arrangement funded	Amount received	Did the grant meet its objectives and deliverables?	If no, why?
Enter a number between 1 and 20.		Must be a dollar amount.		Must be no more than 150 words.
		\$	<input type="radio"/> Yes <input type="radio"/> No	

Other funding from Commonwealth of Australia

Are you receiving any other funding from the Commonwealth of Australia? * Yes No

Click "Add More" to insert additional lines.

Grant Name	Value	Issuing Agency
	Must be a dollar amount.	

Fellowship Proposal

* indicates a required field

Details

Please use plain English and do not identify "DFAT", "Fellowship" or your organisation name in the title. Refer to country/region names in parenthesis at the end of the title.

Example: "Reforming national teaching standards in primary schools in Tonga and Fiji (Pacific)".

Program Name *

Word count:

Must be no more than 12 words and use plain English. Do not include technical explanations.

Program Type *

Bilateral

Multi-country

A bilateral Fellowship involves Fellow(s) from one overseas country only. A multi-country Fellowship involves Fellows from more than one overseas country.

Main Priority Area *

Secondary Priority Area

Summary

Australia Awards Fellowship Application R21

Form Preview

Please provide a statement summarising the proposed Fellowship, including its overall goal and how it will contribute to the priority development area (as listed in guidelines).

Summary *

Word count:

Must be no more than 200 words.

Mixed-Mode or Flexible Delivery

Does the proposal include flexible or mixed-mode delivery? *

Yes

No

Mixed-mode and flexible delivery will allow Fellowships to take advantage of the variety of modes of delivery that are available including in Australia, in Australian off-shore campuses, in partner country institutions, through distance or online learning and partner country pre and post Fellowships activities. However, in-Australia activities cannot be substituted for online activities.

Proposed Fellowship Duration and Dates

The Fellowship proposal should include a minimum of two (2) weeks in Australia for each Fellow.

Overseas travel time to and from Australia cannot be included in the calculation.

Duration: The duration should include the entire period of Fellowship (Australia, Online and In-Partner Country activities) and must not be over 52 weeks.

If your proposal includes more than one cohort, please ensure that the total duration of all the cohorts equals the total duration of days in Australia.

Estimated Start Date of Fellowship *

Must be a date no earlier than 1 September 2026

Estimated in-Australia Start Date *

Must be a date and between 1/1/2027 and 29/3/2028.

Must be a date not earlier than 1 January 2027

Estimated End Date of Fellowship *

This date should be the last date that all Fellow activities have been completed (at Partner Country) but can be no later than 29 March 2028 (no exceptions).

Is your total duration of Fellowship activities more than 52 weeks? *

Yes

No

Australia Awards Fellowship Application R21

Form Preview

Duration of Days in Australia *

Must be a number and at least 14.

See <https://www.timeanddate.com/date/duration.html>

Duration of Days in Partner Country/ies *

Must be a number and shorter than duration of in-Australia

activities. See <https://www.timeanddate.com/date/duration.html>

The program is more than 52 weeks. Therefore, the application does not meet our eligibility requirements.

Fellowship Activities

* indicates a required field

Australian Activities

Provide a brief overview of the activities planned and how these contribute to the Fellowship's objectives and expected outcomes *

Word count:

Must be no more than 250 words.

Partner Country Activities

Provide a brief overview of the Partner Country activities planned and how these contribute to the Fellowship's objectives and expected outcomes *

Word count:

Must be no more than 250 words.

Mode of delivery of partner country activities *

Face to Face

Online

Hybrid

Location of Partner Country Activities *

Overseas Counterpart Organisation(s) (OCO) Details

Click "Add More" to insert additional OCOs

Australia Awards Fellowship Application R21

Form Preview

Organisation Name *

Contact Officer *

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

Position *

Phone Number *

Provide International calling code.

Email Address *

Must be an email address.

Country *

I declare the following have been obtained: (1) The agreement to host the Australia Awards Fellowships. (2) An agreement to source Fellow(s) from the above-named Overseas Counterpart Organisation (OCO) *

Yes

No

Agreement to host the Australian Awards Fellowships and source Fellows MUST be obtained to be eligible to submit this application.

Based on your response(s) above, this criterion has not been met.

The validation below will prevent submission of this application.

Proposed Number of Fellows

Click "Add More" to insert additional lines.

Country	Overseas Counterpart Organisation	Male DFAT Funded	Female DFAT Funded	Other DFAT Funded	Male AHO/OCO Funded	Female AHO/OCO Funded	Other AHO/OCO Funded
		Must be a number.	Must be a number.	Must be a number.	Must be a number.	Must be a number.	Must be a number.

Total DFAT Funded Fellows *

Total AHO/OCO Funded Fellows *

Australia Awards Fellowship Application R21

Form Preview

This number/amount is calculated.
Must be no more than 15.

This number/amount is calculated.

If only one (1) DFAT Funded Fellow, explain the value proposition when compared to a larger cohort? *

Word count:

Must be no more than 200 words.
Use plain English.

Fellowship Proposal - Selection Criteria

* indicates a required field

Fellowship Alignment 35%

How does the Fellowship align with one of priority development areas and relevant DFAT country and regional programs?

In answering this criterion, the following should be considered:

- How the Fellowship contributes to at least one of the priority development issues.
- How the Fellowship contributes to shared priorities with proposed partner country(ies).

Fellowship Alignment *

Word count:

Must be no more than 500 words and use plain English. Do not include technical explanations.

Fellowship Outcome 35%

How will the Fellowship build relationships and deliver outcomes between Australian and partner institutions and individual Fellows?

In answering this criterion, the following should be considered:

- Development outcome(s) that the Fellowship is intended to support and how it will build capacity, skills and knowledge to advance the outcome(s) and the partner organisation.
- Why the Fellowship approach is appropriated to build capacity and meet specific needs of Fellows in the partner organisation.
- Strategies for maintaining and strengthening partnerships and linkages following the Fellowship with the partner organisation and Fellows.
- Engagement with government, private and civil society sectors, both in-Australia and in-country, including through co-funding.

Australia Awards Fellowship Application R21

Form Preview

Fellowship Outcomes *

Word count:

Must be no more than 500 words and use plain English. Do not include technical explanations.

Organisational Capability 30%

How will the AHO effectively manage contractual and other program requirements?

In answering this criterion, the following should be considered:

- Track record of the AHO in meeting contractual and other requirements for Australia Awards and other programs.
- How the AHO and partner organisations demonstrate viability and commitment to the Fellowship, including the value add and/or comparative advantage the AHO has in delivering the Fellowship.
- Policies, processes and internal controls that are in place to allow the organisation to meet contractual and other program requirements (on fraud, CP and PSEAH) including overall project management, risk management, Fellow management/oversight and records management.
- How the AHO maintains a proper and reliable financial management system (including appropriate supporting records) to support project management and accurate acquittal reporting (including co-contributions).
- How the AHO will manage the daily living allowance for individual participating Fellows.
- How the AHO has utilised the lessons learnt from previous Fellowships and other programs to address past performance concerns (if applicable).
- Flexible delivery modes and innovative approaches such as split site study (in-Australia and in-country) as well as distance and online learning to improve the effectiveness of the Fellowship and promote best practice.
- Access to on-award activities (that enhance Fellows' experience and establish linkages with Australia) and support alumni engagement opportunities.

Organisational Capability *

Word count:

Must be no more than 500 words and use plain English. Do not include technical explanations.

Disability Equity and Rights

Will the Fellowship take specific actions or achieve specific outcomes in relation to disability equity and rights? * Yes No

How do you plan to address disability inclusive development *

Word count:

Must be no more than 200 words.

Engagement with First Nations Australians

Does your proposal include engagement with First Nations Australians? *

Yes

No

Provide details of First Nations engagement *

Word count:

Must be no more than 200 words.

Fellowship Budget

* indicates a required field

The budget amount must be:

- In compliance with the eligible costs in the [Round 21 Guidelines](#) - If you are successful, at the end of fellowship activities, you will be asked to fully acquit the grant against the line items detailed in the guidelines. Any cost outside those noted as eligible for DFAT funding will be the responsibility of the Australian Host Organisation to pay.
- Entered in AUD
- GST exclusive
- Enter \$0 for all the non-applicable contributions

Accurate budgeting is vital.

Include budget amounts in the following tables for each of the countries you selected on Page 3 in the "Proposed Number of Fellows" table.

They have been provided here for ease of reference.

This question is read only.

Proposed Budget

Australia Awards Fellowship Application R21

Form Preview

The proposed budget excludes assistance for disability in Australia and program overhead fees. See Section 4 to submit budget for additional assistance for disability considerations.

Click "Maximise" to view a larger version of the table before completing the required information.

Click "Add More" to insert additional lines.

Country	DFAT Funding Requested	AHO Co-Contribution	OCO Co-Contribution	Total Cost
	Must be a dollar amount.	Must be a dollar amount.	Must be a dollar amount.	This number/amount is calculated.

Additional assistance for disability considerations, including reasonable accommodations, in Australia

Click "Maximise" to view a larger version of the table before completing the required information.

Click "Add More" to insert additional lines.

Country	DFAT Funding Requested	AHO Co-contribution	OCO Co-contribution	Total Cost
	Must be a number.	Must be a number.	Must be a number.	This number/amount is calculated.

Program Overhead Fees

Program Overhead Fees (up to a maximum of 10 per cent of "Total DFAT Funds requested (excluding overheads)" and up to a maximum of \$25,000).

Program Overhead Fees excludes additional assistance for disability.

Click "Maximise" to view a larger version of the table before completing the required information.

Click "Add More" to insert additional lines.

Country	DFAT Funds Requested
	Must be a number.

Total Program Overhead Fees *

\$

Validations

Total DFAT Funds Requested (excluding overheads and disability considerations) *

\$

Australia Awards Fellowship Application R21

Form Preview

No greater than 10% of "Total DFAT funds requested (excluding overheads)" and cannot exceed 25000.

This number/amount is calculated.

Total Programs Overhead Fees ÷ Total DFAT Funds Requested *

Must be equal to or less than 10.

Grand Total

Grand Total DFAT Funds Requested *

\$

This number/amount is calculated.

Grand Total AHO Co-contribution

\$

This number/amount is calculated.

***Grand Total Counterpart Co-contribution ***

\$

This number/amount is calculated.

Grand Total of All Costs *

\$

This number/amount is calculated.

DFAT Funded Cost per Fellow

The amount below is automatically calculated and cannot be edited.

The cost per fellow is calculated excluding Additional Assistance for Disability in Australia.

Cost per Fellow *

\$

Calculated as: (Proposed Budget + Program Overhead Fees) ÷ Total Number of DFAT Funded Proposed Fellows

Additional Information

Attach any additional documents here that you believe will support your application. This could include a copy of your budget, itinerary or other supporting documents.

Additional Attachments

Attach a file:

Communication

* indicates a required field

Where did you hear about the Australia Awards Fellowships program?

Choose one and provide specific details.

Communication *

- | | |
|---|---|
| <input type="radio"/> DFAT/Australia Awards website | <input type="radio"/> Australian Education Centre or Academic Institution |
| <input type="radio"/> Other website | <input type="radio"/> Australian Embassy or High Commission |
| <input type="radio"/> Email | <input type="radio"/> Media article |
| <input type="radio"/> Other Publication | <input type="radio"/> Other |

Australia Awards Fellowship Application R21

Form Preview

- DFAT Representative in Australia
- Social Media
- Other Government Department/Official

Provide details

Declaration

* indicates a required field

This declaration MUST be completed by an appropriate office bearer of the Australian organisation with the authority to commit the organisation to the funding and program proposal

I, an officer duly authorised by the AHO to make this declaration on its behalf, make the following declaration:

- 1.I have completed and submitted this form on behalf of an Australian Organisation.
- 2.I, on behalf of the AHO and OCO have read and understood the [Round 21 Guidelines](#) and [Pre-departure Guidelines](#).
- 3.The AHO has received agreement from the OCO(s) listed in this applicant to partner with AHO for this proposal.
- 4.The program duration will not exceed more than 52 weeks from the agreed activity start date.
- 5.The AHO acknowledges that this proposal, if approved, will **not** give rise to any expectation of, or commitment to, funding by DFAT of any future activity.
- 6.Funding for this proposal will be subject such grant funding being available to DFAT and to the terms and conditions of a funding agreement, to be signed by the AHO and the GSU.
- 7.The AHO consents to the Australian Government using and disclosing extracts of this application and the proposed Fellowships program for assessment and promotional purposes.
- 8.I warrant that the organisation will use its best endeavours to ensure:
 - That individuals or organisations named in the proposal or involved preparing the proposal and submitting it to DFAT are in no way linked, directly or indirectly, to organisations and individuals associated with terrorism.
 - That the funding is not proposed to be used in any way to provide direct or indirect support or resources to organisations and individuals associated with terrorism.
- 9.I warrant that individuals, persons, entities or organisations named in the proposal or involved in preparing and submitting the proposal to DFAT are not:
 - Directly or indirectly engaged in, preparing, planning, assisting in or fostering the doing of a terrorist act.
 - Listed on the Criminal Code Act List.
 - Listed on the Sanctions List.
 - Listed on the World Bank List.
 - acting on behalf of, or at the direction of, individuals, persons, entities or organisations mentioned in subsections (i) to (iv) and/or
 - Listed on the Criminal Code Act List.
 - Listed on the Sanctions List.

Australia Awards Fellowship Application R21

Form Preview

- Listed on the World Bank List.
- Acting on behalf of, or at the direction of, individuals, persons, entities or organisations mentioned in subsections (i) to (iv).

NOTE:

Criminal Code Act List means the list of organisations that are specified as a “terrorist organisation” by regulations made under the Criminal Code Act 1995 (this list is currently available at <https://www.nationalsecurity.gov.au/what-australia-is-doing/terrorist-organisations/listed-terrorist-organisations>)

Sanctions List means the list of individuals, entities or organisations designated or listed by the United Nations Security Council, its committees or the Australian Government for targeted financial sanctions or similar measures (this list is currently available at <http://dfat.gov.au/international-relations/security/sanctions/pages/consolidated-list.aspx>).

World Bank List means a list of organisations maintained by the World Bank in its Listing of Ineligible Firms or Listings of Firms, Letters of Reprimand posted [World Bank Listing of Ineligible Firms Individuals](#)

*

I agree

Authorised AHO Officer Name *

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

Authorised AHO Officer Address *

Address

Authorising AHO Name *

Organisation Name

AHO Referee Details

The Referee must not be an employee of the AHO.

AHO Referee *

Individual Organisation
Organisation Name

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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AHO Referee Email *

AHO Referee Phone Number *

Approving Officer Details

Australia Awards Fellowship Application R21

Form Preview

Approving Senior Officer

*

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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The name of the Australian Organisation Senior Officer approving this application

Date of Approval *