

Community Partnerships Application Form, Round 2 2026 (English)

Form Preview

Project Proposal

* indicates a required field

Project Summary

Name of Project *

Word count:

Must be no more than 20 words

Type of Project *

Lighting (i.e solar street lights)
Power and electricity (i.e solar panels/system)
Water supply (i.e water tanks)
Sanitation (i.e handwashing station, ablution block)
Community infrastructure (i.e footpath, fencing, community hall, market house)
Education infrastructure (i.e classroom, staff house)
Health infrastructure (i.e rural health clinic)
Cultural or sporting infrastructure (i.e kutom haus, basketball court)
Other:

What is the project, not where it is located. If applying for solar panels for a school - the project will fall under 'Power and electricity'

What will you build in this project? *

Word count:

Must be no more than 100 words.

Tell us exactly what the project will build (i.e this project will build 20 x 10,000L water tanks in five different communities in Ward 2, Isabel Province)

Project Location

Project Country *

☐ Solomon Islands

Province *

Constituency *

Ward *

Location on Google Maps

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For instructions on how to do this, go to the 'Share a map or location with others' section at: <https://support.google.com/maps/answer/7101463?hl=en&co=GENIE.Platform%3DDesktop>

Previous submission of project

Have you submitted this same project proposal under a previous Solomon Islands - Australia Community Partnerships funding round? *

☐ Yes

☐ No

If yes, in which round was the most recent time you applied for this project?

Previous projects

Have you or your community previously received funding from Australia? *

☐ Yes

☐ No

If Yes, what was the funding for and how much was it?

Project Name	Name and Cont act	Currency Type	Amount Funded	Dates
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Project Details

* indicates a required field

Project Objectives

Select one or more of the Objectives below.

Why does the community need this project? Who, and how many people, will benefit from the project? *

*

Word count:

Must be no more than 300 words.

Who will be doing the work on this project - i.e community members, contractors, local tradespeople? *

Word count:

Must be no more than 100 words.

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How will this project benefit women in your community? *

Word count:
Must be no more than 100 words.

How will your project be accessible to people with disabilities? *

Word count:
Must be no more than 100 words.

Undertaking of Community Responsibilities

I understand that if my project is successful, I must complete it within 12 months of funding. * ☐ Yes

I understand that if my project is successful, the Australia High Commission is not responsible for labour, training or insurance for the project. * ☐ Yes

I understand that if my project is successful, the Australia High Commission is not responsible for ongoing costs or maintenance of the project once completed. * ☐ Yes

Risk identification and management

How will you keep women and girls safe from harm (including from sexual harassment, exploitation and abuse) during the project? *

Word count:
Must be no more than 150 words.

How will you keep children safe from harm during the project? *

Word count:
Must be no more than 150 words.

How will you address climate risks to your project? This includes extreme weather, flooding and sea level rises. *

Word count:
Must be no more than 150 words.

Project Coordination Team

* indicates a required field

The Project Coordination Team will be responsible for submitting this application and implementing the project if successful. You need five (5) different people to fill the below positions.

Project Coordinator

The Project Coordinator is responsible for the overall delivery of the project and is required to be easily contactable by the Australian High Commission.

Responsibilities of the Project Coordinator include submitting invoices for payment, responsibility for project materials once received from the vendors, completing regular Progress Reports and the End of Project Report, and communication with the community about project updates.

If your project is successful, the Project Coordinator is required to attend an induction briefing in Honiara (self-funded) before the project can commence.

Name *	Title	First Name	Last Name
Phone Number *			
Email *			
	Must be an email address.		
Relevant qualifications / experience *			
	Word count: Must be no more than 100 words.		

Assistant Project Coordinator

Name *	Title	First Name	Last Name
Phone Number *			
Email *			
	Must be an email address.		

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Relevant qualifications / experience *

Word count:

Must be no more than 100 words.

Project Secretary

Name *

Title

First Name

Last Name

Phone Number *

Email *

Must be an email address.

Community Women's Representative

Name *

Title

First Name

Last Name

Phone Number *

Email *

Must be an email address.

Community Representative and/or Elder

Name *

Title

First Name

Last Name

Phone Number *

Email *

Must be an email address.

Have any of the Project Coordination Team ever been convicted of a crime or are subject to a fraud investigation? * ☐ Yes ☐ No

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Provide details *

Do any of the Project Coordination Team have experience with delivering funded projects from Australia or other donors? *

☐ Yes

☐ No

Provide details *

Word count:

Must be no more than 100 words.

Funding & Budget - Acknowledgements

*** indicates a required field**

Payment of invoices for building materials and transport to project site

The Australian High Commission does **not** give cash grants to communities. If your project is successful, the Australian High Commission will pay the invoices of genuine suppliers of hardware building materials and transport options for your project.

The Australian High Commission reserves the right to decide which invoices we approve for payment, in line with Australian Government procurement processes and guidelines around accountability and transparency.

☐ I understand that if my project is successful, the Australian High Commission will pay for reasonable building materials.

☐ I understand that the while I can nominate a preferred supplier the Australian High Commission reserves the right to determine which materials suppliers' invoices will be supported for my project.

☐ I understand that if my project is successful, the Australian High Commission will pay for reasonable transport costs.

☐ I understand that the while I can nominate a preferred supplier, the Australian High Commission reserves the right to determine which transport suppliers' invoices will be supported for my project.

At least 4 choices must be selected.

Change of project scope and materials required

It is the responsibility of the Project Coordinator and Project Team to consult with the community and relevant professionals (i.e architect, builder) to determine the quantity and quality of materials required for the project **before** your application is submitted.

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If your project is successful, the approved funding amount is based on the project proposal and budget submitted. Changes to the project scope and/or the addition of project materials are not permitted.

*

☐ I understand that if my project is successful, the scope of the project is unable to be changed, and the addition of project materials is not permitted.

Pacific Quality Infrastructure Principles

Do you agree to the Principles within the Pacific Quality Infrastructure? See Link: [Pacific Quality Infrastructure Principles](#). (click on link to see the Pacific Quality Infrastructure Principles).

Tick the box if you agree to the principles.

*

☐ I agree to the principles.

Asbestos Statement

While there is no current Building Code in the Solomon Islands, the Australian Department of Foreign Affairs and Trade (DFAT) prohibits funding the purchase of any product containing asbestos.

See link for more information on asbestos. (https://www.safeworkaustralia.gov.au/sites/default/files/2024-12/asbestos_handling_guide_december2024.pdf)

After reading and understanding the information above. Kindly declare by ticking the two-declaration boxes below:

*

☐ Confirm that applicant has read and understood the DFAT asbestos guidelines.

*

☐ Declare that all materials quoted in your project are asbestos-free.

Funding & Budget - Budget and Quotes

* indicates a required field

Budget for Building Materials

The Australian High Commission requires two (2) quotes from two (2) different genuine hardware suppliers for all materials to demonstrate value for money.

Building Materials - Quote 1 (Preferred Supplier)

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If your project requires materials from across more than one supplier (i.e solar lights from one supplier, and cement from another), please add together the amount from all the quotes, and enter the total into the first column below.

You do **not** need to list the individual materials listed in the quote.

When completing the table below:

- Ensure all costs quoted in the budget are in **SBD**.
- You need to enter them as whole numbers only (eg 5, not SBD5 or 5.5).

If you are successful we are only able to provide materials identified in the quotes supplied. Please ensure all necessary materials are included in your quote(s).

Total Cost of Materials	Name of Supplier/s	Su Australia Contribution	C MP/MPA Contribution	Co Applicant/Community Contribution	Attach quote here	Attach quote here
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If your materials have more than one supplier, add together all the quotes.	i.e Tongs, ITA Hardware	How much of the total quote are you asking the Australian High Commission to contribute	How much of the total quote will the MP/MPA contribute. This is permitted to be 0 if the MP/MPA is not providing funding to the project, or this part of the project.	How much of the total quote will the applicant/community contribute. This is permitted to be 0 if the MP/MPA is not providing funding to the project, or this part of the project.		If needed

Building Materials - Quote 2

If your project requires materials from across more than one supplier (i.e solar lights from one supplier, and cement from another), please add together the total amount of all quotes to insert below.

You do **not** need to list the individual materials listed in the quote.

When completing the table below:

- Ensure all costs quoted in the budget are in **SBD**.
- You need to enter them as whole numbers only (eg 5, not SBD5 or 5.5).

If you are successful we are only able to provide materials identified in the quotes supplied. Please ensure all necessary materials are included in your quote(s).

Total Cost of Materials	Name of Supplier/s	Su Australia Contribution	C MP/MPA Contribution	Co Applicant/Community Contribution	Attach quote here	Attach quote here
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Contribution

If your materials have more than one supplier, add together all the quotes.	i.e Tongs, ITA Hardware	How much of the total quote are you asking the Australian High Commission to contribute	How much of the total quote will the MP/MPA contribute	How much of the total quote will the applicant/community contribute		If needed

Budget for Transport Costs

The Australian High Commission requires two (2) quotes from two (2) different genuine transport suppliers to demonstrate value for money.

Transport Costs - Quote 1 (Preferred Supplier)

If your project requires transport from across more than one supplier, please add together the total amount of all quotes to insert below. When completing the table below:

- Ensure all costs quoted in the budget are in **SBD**.
- You need to enter them as whole numbers only (eg 5, not SBD5 or 5.5).

Total Cost	Name of Supplier	Australia Contribution	MP/MPA Contribution	Applicant/Community Contribution	Attach quote here
	i.e Isabel Development Cooperation	How much of the total quote are you asking the Australian High Commission to contribute	How much of the total quote will the MP/MPA contribute	How much of the total quote will the applicant/community contribute	

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If your project requires transport from across more than one supplier, please add together the total amount of all quotes to insert below.

When completing the table below:

- Ensure all costs quoted in the budget are in **SBD**.
- You need to enter them as whole numbers only (eg 5, not SBD5 or 5.5).

Total Cost	Name of Supplier	Australia Contribution	MP/MPA Contribution	Applicant/Community Contribution	Attach quote here

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		How much of the total quote are you asking the Australian High Commission to contribute	How much of the total quote will the MP/ MPA contribute	How much of the total quote will the applicant/ community contribute	

Transport Costs - Last Mile Expenses

For the last mile expenses, please nominate a school, community business where available, or an association's bank account to use. If the community doesn't have any bank account, kindly nominate an individual bank account and the project committee must sign off and state in the meeting minutes to use the individuals bank account. *(Examples of last Mile expenses are Boat/truck hiring, Chainsaw/Lucas Mill hiring, Purchase of bricks/timbers, gravel and sand, Fuel etc).*

Please fill in the bank information as per details below.

Bank Name

Word count:

Bank Address

Word count:

BSB/Swift Number

Account Name

Word count:

Account Number

Labour Costs

The Australia High Commission does not provide funding for labour, training or insurance for the project.

Who will provide the labour, and costs for labour, for delivering this project? *

Word count:

Must be no more than 100 words.

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Total Cost/Value of Labour Applicant/Community Contribution MP/MPA Contribution

	If the community is volunteering labour, you can put 0	How much of the total cost of the labour will the MP/MPA contribute

TOTAL PROJECT COSTS

These amounts are automatically calculated from the information entered above. The building materials and transport costs are calculated from the quotes from applicants' preferred supplier.

As per the eligibility requirements, the maximum contribution requested from Australia cannot exceed SBD 300,000.

Total Cost of Project *

Total Applicant Contribution *

Total MP/MPA Contribution *

Total Australia Contribution *

This cannot exceed SBD 300,000

Validation: Total Cost less [Total Applicant Contribution + Total MP Contribution + Total Australia Contribution]

This number is calculated and must be equal to zero.

Total Amount of Funding Requested from Australia

Total Australia Contribution *

This amount is automatically calculated

*

☐ I acknowledge that the above amount is the total funding I am requesting from Australia. If my project is successful, the above amount is the total (maximum) amount of funding that will be approved.

Funding & Budget - MP and/or MPA support (not mandatory)

* indicates a required field

It is **not mandatory** for your MP or MPA to support your project - but we always welcome their co-funding and other in-kind contributions, as it reflects the partnership approach at the core of Australia's development program

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If your MP/MPA **does** support your project, we require written evidence from them or their office confirming their support.

Project Support from MP or Constituency Office

Has your MP agreed to support and/or provide funding to this project? *

If yes, upload a copy of written agreement from the MP or their office. If they have agreed to provide funding, the letter **must clearly state the amount** of funds they will provide.

Written Agreement from MP *

Attach a file:

Project Support from MPA or Ward Office

Has your MPA agreed to support and/or provide funding to this project? *

If yes, upload a copy of written agreement from the MPA of their office. If they have agreed to provide funding, the letter **must clearly state the amount** of funds they will provide.

----- (1)
Written Agreement from MPA *

Attach a file:

----- (2)
Written Agreement from MPA *

Attach a file:

----- (3)
Written Agreement from MPA *

Attach a file:

Compulsory Attachments

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* indicates a required field

If any of the below documents are not submitted correctly (including being signed where required), the whole project application will be considered ineligible.

Building sketch / design

Upload your building sketch design which shows a cross section of the building plans. If your project is for water tanks or solar lights, please include a map of where these will be placed in the community.

-----Building sketch / design (1)

Building sketch / design

*

Attach a file:

-----Building sketch / design (2)

Building sketch / design

*

Attach a file:

Land ownership agreement

Who owns the land where your project will be? If it's not you, do you have agreement from the landowner for this project?

Please sign the Land Ownership agreement document and upload it.

[Download the agreement here.](#)

Signed Land Ownership agreement *

Attach a file:

Community Support

Is your project supported by your community?

Upload your minute of a community meeting, detailing:

- clear support for this project and submitting an application
- election of a Project Committee (Project Coordinator, Assistant Project Coordinator, Secretary, Women's Representative, Community Representative/Elder)

You are not required to use a set template for the minutes.

Minute of community meeting *

Attach a file:

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Education Infrastructure

Does your project involve working at a school or rural training centre? *

☐ Yes

☐ No

If yes, then upload your Letter of Support from the Ministry of Education Senior Executive showing support for this project.

Letter of Support *

Attach a file:

Health Infrastructure

Does your project involve a health clinic or hospital? *

☐ Yes

☐ No

If yes, then upload your Letter of Support from the Ministry of Health and Medical Services Senior Executive showing support for this project.

Letter of Support *

Attach a file:

Working with Children agreement

Contact with children is defined as working on an activity or in a position that involved or may involve contact with children, either under the position description or due to the nature of the work environment. Solomon Islands-Australia Community Partnerships considers a child to be a person under the age of 18.

Please sign the Child Protection Policy agreement and upload your signed copy.

[Download the agreement here.](#)

Signed Child Protection Policy agreement *

Attach a file:

Applicant Details and Referees

* indicates a required field

Applicant Organisation and Contact Details

Organisation Name *

Organisation Name

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The applicant does not necessarily need to be on the Project Committee. It can be someone applying on behalf of a community who may have limited access to the internet.

Type of Organisation *

☐ Individual

☐ Community Group

☐ Member of Parliament (National)

☐ Member of Provincial Assembly

Postal Address

Address

Primary Contact *

Title

First Name

Last Name

Position *

Phone Number *

Must be a Solomon Islands' phone number

Email *

Must be an email address

Referees

Referees should be individuals who can confirm the Project Coordinator’s qualifications and suitability to lead the project, and verify that the project will achieve the stated outcomes. This can be an MP, MPA, or a leader/member of the community.

Referee One

Name *

Title

First Name

Last Name

Position *

Phone Number

Must be an international phone number

Email *

Referee Two

Name *

Title

First Name

Last Name

Position *

Phone Number

Must be an international phone number

Email *

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Must be an email address

Must be an email address