

What does having a DFID grant entail?

Introduction

There are processes and staff we recommend you have in place to be able to manage a DFID grant.

This document will cover this, as well as look at what needs to be done before receiving your grant, assuming your application is successful.

It also describes the reporting requirements and documentation that you will be expected to provide.

What does it feel like to have a DFID grant? This has also been covered here, and it has been based on feedback provided to us from smaller organisations that have already received a UK Aid Direct grant. This is a synopsis of their perceptions and experiences of being a DFID grant holder.

What needs to be in place?

- make sure you have adequate staff with the right mix of skills, e.g. project management, knowledge of basic M&E, data analysis, financial management, technical writing
- you don't necessarily need to have staff in each of these areas but you will need to have knowledge of each of the areas between your staff
- you should also have a good strong working relationship in place with your partner on the ground who will be the one carrying out the project
- your partner will need to have a good understanding of the local context and have experience of working with the local communities that you are targeting
- you will need to be confident that your partner has the systems in place and the ability to deliver the project and report back to you

What are the reporting requirements?

- you will be expected to report via an online platform
- Financial reporting will take place every quarter, for this you will need to upload an excel based detailed transaction listing that itemises all expenditure incurred during the reporting period you will also need to report on your progress in achieving your targets and your results, your successes and challenges, as well as what you have learnt
- you will have outlined your outcomes and output statements with your expected results, as part of your results framework in your application, and you will be expected to collect the data on these results and report them back to the fund manager every 6 months
- you will be supported by a team, from the fund manager to do both financial and results reporting and specific guidance will be provided during contracting to help you navigate the process

For further information on financial reporting read the financial guidelines in this section [here](#).

What documentation will be needed?

- if you are successful you will undergo a due diligence assessment as well as a financial management assessment
- we will look at your current organisational capacity and the resource available to manage the DFID grant
- following the assessments, you will be supported to put the necessary policies and procedures in place and you will receive an Accountable Grant Arrangement. This is an agreement with DFID



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- management of the grant will be overseen by the fund manager, MannionDaniels and you will report directly to the fund manager, who communicates your achievements back to DFID

What are the challenges of having a DFID grant?

- UK Aid Direct grant holders admit that managing a DFID grant can take more time and energy and has more complex requirements than they had anticipated
- most found the reporting requirements time consuming and difficult to understand at first
- many suggested that monitoring and collecting of data was a greater challenge than expected

What are the advantages of having a DFID grant?

- all smaller grant holders say, that having had a small UK Aid Direct grant has enabled them to access further funding
- DFID grants build an organisation's credibility and demonstrates that it can manage donor funds responsibly and achieve results
- grant holders also say that it has enabled them to build their overall capacity
- scaling up their work and expanding their portfolio is also a benefit seen by many