

Vibrant Spaces Application 2024/2025 - Round 2

Form Preview

Vibrant Spaces Fund

Introduction

The Vibrant Spaces fund is focused on building a strong, creative and vibrant cultural economy. Put simply, we want to make great places for everyone to enjoy and experience. Vibrancy means places with life, activity and interesting experiences that tell the story of who we are.

Vibrant and liveable places support creative expression, social connection, and community pride. Just as importantly, they attract business and investment and create opportunities for new employment enterprise, trade and export.

Program Description

Creating vibrancy in our town centres and public spaces requires a collaborative approach. It requires ownership from Council, business and the community to deliver programs that provide a diverse range of experiences which connect the way we work, live and play. Activities funded through Vibrant Spaces need to reflect the culture and identity of each community and ultimately, contribute to the well-being of those that use the space.

Initiatives could include:

- markets
- artistic and creative upgrades to the streets
- public art projects
- creative lighting
- tactile installations
- interpretation either through signage or interactive experiences
- decorations
- activating shopfronts
- re-purposing existing commercial space
- music in the park
- parklets
- trails
- festive season promotions
- greening projects

Anything that improves the vibrancy of our public spaces will be considered. This could be a one off project or a series of smaller projects over time.

For more information on eligibility and assessment for this fund and for further information for all our grant and sponsorship funds please refer to our [Community Funding Guidelines](#)

Purpose

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Vibrant Spaces is a funding program designed to support Port Stephens communities and business in delivering projects in our town centres and public spaces. These projects will improve the way we feel about our public spaces and also increase the quality of our public spaces and how they work.

Key Dates

Round 2: Applications open 3 February 2025 to 3 March 2025.

Funding Available

A total of \$50,000 will be made available to this fund. The maximum grant application will be capped at \$5,000 per application.

Who can apply

- Incorporated, not for profit organisations or charities
- Registered Businesses with ABN
- Sole Traders
- Schools
- Artists
- Community and volunteer groups (e.g. land care groups)
- Service Organisations
- Town Teams

For unincorporated community groups or individuals, we recommend you partner with a local business to participate in this program.

Application Contact Details

* indicates a required field

Applicant Details

Applicant *

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

Applicant Primary Address *

Address

Applicant Primary Phone Number *

Must be an Australian phone number.

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Applicant Primary Email *

Must be an email address.

Organisation Details

Organisation Name

Organisation Name

ABN (if applicable)

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
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Organisation Primary Address

Address

Organisation Primary Phone Number

Must be an Australian phone number.

Organisation Primary Email

Must be an email address.

Organisation Primary Website

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Must be a URL.

Project Details

* indicates a required field

Project Description

Project Title *

Short project description *

Provide a short description (100 words recommended) of your project - what are you planning on doing?

When will the project commence *

Must be a date.

When will the project be completed (estimate) *

Must be a date.

Project Location

Where do you plan to implement your project? *

Is the location on public land or privately owned land? *

- ☐ Public
- ☐ Private

Do you have landowners consent? *

- ☐ Yes
- ☐ No

Either private landowner consent or Council consent. Please note additional approvals may be required eg. event application

If landowners consent has not yet been obtained, this will have to be provided prior to the project starting.

Project Financial Details

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Funding amount that you are applying for *

\$

Must be a dollar amount and no more than 5000.

Has your organisation or group received a Port Stephens Council grant and/or donation within the last 3 years? *

- ☐ Yes
- ☐ No
- ☐ Unsure

Please note all previous grants must be acquitted prior to allocating further funding

Has your organisation made an application for financial assistance from other bodies for this project? *

- ☐ Yes
- ☐ No

Project Alignment

* indicates a required field

Project Alignment to Funding Criteria

Placemaking (worth 35%) - Briefly describe how your project will improve the vibrancy and quality of public space? *

Collaboration (worth 25%) - How will the project create partnerships or show collaboration between business, industry groups, residents and community organisations? *

Economic Growth (worth 15%) - How will the project contribute to creating a positive economic output? *

This may include increasing visitation or visitor spend, increasing foot traffic in town centres, or improving trade in business.

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Community Benefit (worth 15%) - Outline the social or environmental impact these funds will have and the number of people who will directly benefit *

Capacity and Risk (worth 10%) - Outline your project plan (including timeframes) and how you will deliver the proposed outcomes? *

How will you measure your achievements? *

Are there any additional approvals that you may need to obtain for this project? *

- ☐ Yes
- ☐ No
- ☐ Unsure

Supporting Documentation

*** indicates a required field**

Insurance

Do you have Public Liability Insurance to cover your project? *

- ☐ Yes
- ☐ No

Applicants must supply a Certificate of Currency for a minimum of \$20 million Public Liability Insurance

Please upload the applicable Public Liability Insurance *

Attach a file:

Please submit your current certificate, if this is due to expire before your project commences we will request an updated certificate

Budget

If you have a completed budget, please upload below

Attach a file:

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Include all expenditure for project including funds that may not be covered by grant

Budget

Please complete the below table if you are not submitting a separate budget.

Expenditure costs could include:

- Site/Production/Presentation Costs (eg: materials, site/venue hire, equipment)
- Artists/celebrities' fees & allowances (including all on-costs, travel & accommodation)
- General Administration Costs (eg: postage, photocopying, insurance)
- Marketing, Promotion, Advertising, Printing

Expenditure Description	Expenditure Amount
ie. Musician fee	\$500.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Total Expenditure Amount

\$

This number/amount is calculated.

Project Quotes

Please upload any written quotes that have been obtained to complete your project.

Attach a file:

Attach a file:

Attach a file:

Attach a file:

Further supporting documentation

Please upload any further documentation to support your application.

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Attach a file:

Attach a file:

Attach a file:

Attach a file:

Organisation Financial Details

*** indicates a required field**

Account Details

Is this organisation registered for GST *

- ☐ Yes
☐ No

Declaration and Feedback

*** indicates a required field**

Please tell us how you heard about our program? *

- ☐ Word of mouth - through friends, family or colleagues
☐ Social Media - Facebook
☐ Council Website
☐ Direct Email from Council
☐ Newspaper
☐ Radio
☐ Other:

How would you rate your experience completing this application form? *

- ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

1 Very Dissatisfied - 5 Very Satisfied

Please provide any feedback on the application process

Declaration

- I certify that to the best of my knowledge the statements made in this application are true.
- I certify that I am authorised by my group/organisation to complete this application.
- I understand that if Port Stephens Council approves this application, I will be required to accept the conditions of the funding agreement.
- I consent to the information contained within this application being disclosed to or by Port Stephens Council for the purpose of assessing, administering and monitoring my current and any future grant applications.
- I understand that if Port Stephens Council approves a grant, I will be bound by the contents of my application to carry out my project as I have described and my application will form part of my contractual agreement with Port Stephens Council.

I agree to the above *

- ☐ Yes
☐ No

Authorised person's name *

Authorised Position *

Date *