**Placemaking Grants Program**

The City of Bayswater is offering grant funding to support local businesses, community groups and individuals as part of its Placemaking Grants program.

Grants of up to $2,000 will be available to eligible local businesses to help improve shopfronts and increase visitation, and community-led projects that help enhance the City’s town centres.

The program is considered to align with the City’s Interim Economic Development Strategy to help grow the local economy through supporting small businesses, and the City’s Place Activation Plans to bring vibrancy to public spaces.

**APPLICANT KEY INFORMATION**

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|  | Please read all the information contained in the FAQ’s and applicable documents: The Place Activation Plans and Interim Economic Development Strategy. These documents can be found on the City of Bayswater page - www.bayswater.wa.gov.au/community/town-centres/funding-opportunities |
|  | Contact Place Management team on *(*08) 9272 0622 or [place.management@bayswater.wa.gov.au](mailto:Place.management@bayswater.wa.gov.au) as early as possible to discuss your application. |
|  | Please ensure you answer all questions as incomplete applications may not be considered by the City of Bayswater. |
|  | Submit application by 5pm Thursday 9 March 2023 via email to [place.management@bayswater.wa.gov.au](mailto:Place.management@bayswater.wa.gov.au) |

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| 1. Eligibility Criteria |
| **Please check each point listed below to ensure your application meets all relevant criteria:**   |  |  | | --- | --- | |  | Applicant is eligible to apply:   * A business located within the boundaries of the City of Bayswater; * A community group and/or a group (both unincorporated and incorporated); * A place activation group/s; * Or an eligible individual/s\* within the town centres; and * Project meets one of the two Placemaking Grant Categories. | |  | **Placemaking Grant Category One**  A business focused project that will improve the shopfront of local businesses to encourage visitation. Projects may include:   * shopfront signage; * alfresco furniture; * planter boxes and/or landscaping solutions; * public artwork; * window display enhancements; * in store display enhancements; and/or * shopfront lighting solutions.   And/or | |  | **Placemaking Grant Category Two**  A community-led project that will enhance the City’s town centres and embrace the City’s Place Activation Plan and aims to build stronger links between the community and local businesses, encouraging a greater degree of buying local. Projects may include:   * initiatives that support creating welcoming, thriving and vibrant town centres; and * events or activations that drive positive economic development outcomes. | |  | Be willing to provide or attain a copy of the Certificate of Currency for Public Liability Insurance of a minimum value of 20 million upon signing the funding agreement. | |  | If successful, the applicant will be able to deliver the proposed project by 30 June 2023. | |  | Provide the property owner’s consent. For most proposals this will likely be the owner of the tenancy. If your proposal involves public land (i.e. the footpath), permission from the City of Bayswater will be required. | |  | Applicant able to contribute 50% of the total project cost cash and/or in-kind support and this is reflected in the budget. |  |  |  | | --- | --- | |  |  | |

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| 1. Applicant’s Details | |
| **Business/Community Group Name (if applicable):** |  |
| **Address:** |  |
| **Postal Address (if different from above):** |  |
| **Name of Contact Person:** |  |
| **Position of Contact Person:** |  |
| **Mobile:** |  |
| **Email:** |  |
| **Website Address:** |  |
| **Social Media (Facebook/Instagram etc.)** |  |
| **A.B.N (if applicable):** | *Please complete your ABN below*  *\_ \_ \_ \_ \_ \_ \_ \_ \_ \_* |
| **Is your business currently registered for GST?** | Yes  No |

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| 1. Proposed Project / Program Details | |
| **Name of project** |  |
| **Are you able to complete this project before 30 June 2023?** | Yes  No – please detail why not. |
| **Please describe the proposed project: location, timing, stakeholders and partners and its key deliverables.** |  |
| **How will you promote your project? (before, during and after if applicable)** |  |
| **How will you evaluate the impact of your project?**  *E.g. survey, anecdotal feedback, social media likes and comments, increase in customers* |  |
| **List any potential risks that have been identified and how these will be addressed or mitigated.** |  |
| **How will your project create collaborative partnerships between community groups or organisations and support local businesses?** |  |
| **If applying for funding under Category One, which of the following elements will your proposal align with?**  *Tick all that apply* | Entrance  Window Display  Footpath Engagement  Linger Nodes  Visual Communication  Customer Experience  Working together  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **If applying for funding under Category Two, how does your project support driving innovative, vibrant and economic outcomes for the respective town centre?** |  |

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| 1. Project Budget | |
| **What is the estimated project total cost?** | **$** |
| Budgeting Guidelines:   * Detail all anticipated expenditure; * If grant funds have not been spent on approved items, a refund to the City of Bayswater may be required. | |

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| **Budget Summary (Expenditure)** | **Amount funded by City of Bayswater** | **Amount funded by other sources** | **In-kind donations  (approximate value)** |
| **Project Costs** *(i.e. costs including equipment, materials, Note: this does not include full time staff and operational costs.* | $ |  |  |
| **Professional Services** *(e.g. cost of service and tradespeople, facilitation) These are costs directly and only attributed to this project.* | $ |  |  |
| **Administration Costs** *(i.e. any consumable such as postage, stationery that are required to coordinate the project)* | $ |  |  |
| **Other** *(i.e. any other anticipated costs)* | $ |  |  |
| **EXPENDITURE SUB-TOTALS** |  |  |  |
| **TOTAL EXPENDITURE** |  | | |

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| **Funding Source (Income)** | **Amount (inc. GST)** | |
| **City of Bayswater – Amount requested for this grant** *(Must be no more than to the maximum value of $2,000)* | $ | |
|  | **Amount  (inc. GST)** | **Confirmed**  **(Yes / No)** |
| **Applicant Financial Contribution** | $ |  |
| **Applicant In-kind Support / Voluntary Labour**  *(Please refer to the Frequently Asked Questions document for voluntary labour rates)* | $ |  |
| **Other** *Please specify (e.g. Federal, State or other grants)* | | |
|  | $ |  |
|  | $ |  |
| **TOTAL PROJECT INCOME including GST** | $ |  |

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| 1. Declaration | | |
| **Executive Declaration** (please tick each of the following points) | | |
| |  |  | | --- | --- | |  | Application has been signed by the accountable person | |  | That The City of Bayswater may provide certain information to the media for promotional  purposes (i.e. the applicant’s name, funding purpose, project activity and funding amount.) | |  | That I am currently authorised to sign legal documents on behalf of the business and I certify  that the information given in this document is true and accurate. | | | |
| **Name** |  | **Date:** |
| **Position** |  | |