

Fund My Place



Guidelines

What is the City of Burnside Fund My Place grants program?

Council's Fund My Place grants program offers small grants to residents, schools, community groups and businesses to explore what's possible in the public spaces in their local area. People can apply for up to \$2,500 for projects that transform their local streets, reserves, laneways, and footpaths.

The Fund My Place grants program is about doing something creative in a public space. It's where locals work together and contribute their own time and resources to create places that reflect the needs of the people who live there, the businesses, schools and groups that operate there, and the people who visit them.

Receiving a grant is a chance for the "doers" of our community to lead the change they want to see in their local area. All you need is a creative idea, some people to help you, and the willingness to roll-up your sleeves and make it happen.

What kind of projects are eligible?

Any creative, small-scale idea you have that can bring people together to make the most of your local public space is eligible.

Some possible ideas include edible pocket gardens, little libraries, children's play spaces painted on pedestrian laneways, temporary parklets that extend public space into streets, a street-fair run by local businesses, or a neighbourhood picnic in a residential street.

What is the assessment criteria?

To have the best chance of receiving a grant, you should try to make sure your idea meets as many of the following criteria as possible:

Make use of underutilised public spaces for people

The focus of Fund My Place is on how people use a space. Your idea should be about making use of Burnside's underutilised public spaces, rather than those places that are already popular or well used. Your idea should also bring a new use to the space. "Use" can be passive or active and may be anything ranging from a one-off event to a semi-permanent feature.

Foster new community relationships and inclusion

Ideally, your idea will involve a number of people working together to bring it to life. The more, the better. One of the benefits of place making is bringing together neighbours from different walks of life. In addition, as many people as possible from the community should also be able to enjoy the final outcome of your project.

Local support

You may be asked to demonstrate that your idea has local support, particularly if you are proposing something long lasting. This will depend on the nature of your proposal and its impact on the local area. Gathering support can be as simple as talking to your neighbours.

Have a connection between the activity, the place, and local people who use that place

Fund My Place projects should be delivered by people who have a real attachment to an area, whether they live, run a business, or go to school there. They should also deliver a positive benefit to the local community. This makes it different to running an event in say, a community centre.

Variety

Council is seeking a diverse range of ideas, so be creative.

Temporary, self-maintained / minimal maintenance and easily removed

Council is unable to guarantee that any plantings, artworks, landscaping, street furniture, etc., created as part of your project will be maintained by Council. You should give consideration to how your creation will be maintained by the community and how easily it can be removed if necessary.

Link to Council's strategic priorities

Council's Connected Communities Strategy 2017 – 2021 presents our priorities for delivering a resilient, healthy, happy and connected community. Fund My Place projects that help deliver on these priorities will be assessed favourably. You can read the Connected Communities Strategy at [this link](#).

Matching Funding

It is not an essential requirement that you match your application with your own funding but this would be assessed favourably.

Capability and workability

Depending on the complexity or nature of your idea, you may be asked to demonstrate past experience in delivering something similar. We will also make an assessment on how practical your proposal is.

Time frames

Projects need to be completed within 12 months of funding being allocated.

What types of things are ineligible?

The Fund My Place program is not about upgrading or replacing existing infrastructure or community facilities. Nor is it about adding something similar to what is already there.

Everyone should be able to enjoy what you create. This means your idea shouldn't be exclusive to members of a particular club or group, or in a space that isn't publicly accessible.

Other activities that are not eligible for funding include:

- Major infrastructure or building repairs or upgrades.
- General events and festivals that do not have a strong connection to the place, or are not organised by people with local attachment to the place.
- "Non-complying" forms of development or land uses.
- Programs, projects, venues, events, or facilities already currently funded, supported, or subsidised by the City of Burnside.

How will my application be assessed?

Council staff will assess your application against the assessment criteria. However, even if a proposal meets all the eligibility criteria, it does not guarantee it will be funded. It will depend on the number of applications we receive.

Council staff will also undertake a risk and safety assessment of each proposal and give advice to grant recipients. Inspections may be required depending on the nature of each project.

Council will also need to take into account any impacts on the local area and community.

How much can I apply for?

You can apply for up to \$2,500 for each project. This will need to cover everything in your project, including Council fees, permits, etc.

Things to keep in mind

Council will be there to provide guidance and advice but successful applicants will undertake the actual work themselves. Council will not be building or implementing your project. Council will not cover any shortfall in funding for your project should you underestimate its cost.

You will also be responsible for:

- Your own safety and the safety of others impacted by or involved in the project.
- Applying for and obtaining any necessary notifications, permits, permissions or approvals. Receiving a Fund My Place grant does not mean you can skip these.
- Insurances, including public liability.
- Dial Before you Dig
- Complying with all relevant rules and regulations and Council policies.

Who can apply?

Anyone is encouraged to apply for a grant. All that is required is a clever idea that meets the criteria, some people to help you, a local connection, and a "can-do" attitude. Individuals, groups or people, schools, and businesses are all eligible to apply.

How do I apply?

To apply, complete the City of Burnside Fund My Place grant application form and forward it to us by 1 March 2019.

You can submit your completed application form:

- In person at

City of Burnside
401 Greenhill Road
Tusmore SA 5065
- By post to

Po Box 9
Glenside SA 5065
- By scanning your application and emailing it to

burnside@burnside.sa.gov.au

What are my obligations if my application is successful?

Successful applicants will be provided a funding agreement with terms and conditions they must sign to receive the grant and for their project to go ahead. Accepting the terms of the agreement means you will need to return the grant money to us if you don't spend it on what you said you would, or if you don't spend all of it.

You will receive your grant upfront and you will need to complete an acquittal form on completion of your project.

Further information

For further information, please contact Council's Strategic Projects and Planning Manager, Aaron Schroeder, by phone on 8366 4125 or email aschroeder@burnside.sa.gov.au