

Open Space and Places for People Grant Guidelines



Application closing date
5.00pm, 9 April 2020

**GREEN
ADELAIDE**



Government of South Australia
Department of Planning,
Transport and Infrastructure

Updated 13 March 2020

Planning and Development Fund

The Planning and Development Fund (the Fund) operates under the *Development Act 1993* (the Act) and will continue operating under the *Planning, Development and Infrastructure Act 2016*. The Fund provides the means for open space and public realm investment across South Australia.

Money paid into the Fund is derived from cash payments in lieu of open space for development involving the division of land into less than 20 allotments and for strata and community titles. This money is spent in line with the Act and is administered by the Department of Planning, Transport and Infrastructure.

The Fund allows the Government to adopt a State-wide approach to strategically implement open space and public realm projects in an objective manner. Along with allowing the Minister for Planning to acquire, manage and develop land for open space; the Fund provides grant funding opportunities for local government by financing the **Open Space** and **Places for People grant programs**.

The objectives of the **Open Space grant program** are to:

- Improve the conservation, enhancement and enjoyment of public open spaces to provide communities access to quality green public open space for positive health and wellbeing outcomes
- Provide a range of unstructured recreation opportunities compatible with the surrounding environment

The objectives of the Places for People grant program are to:

- Create or revitalise public spaces that are important to the social, cultural and economic life of their communities
- Innovative and creative design processes and outcomes to create unique, well-designed and sustainable public spaces

Open Space and Places for People grant programs

Access to quality public open space is becoming increasingly important to ensure South Australia remains liveable, healthy and sustainable, particularly in the context of increasing residential infill in existing neighbourhoods. Councils may apply for grants to assist with the planning, purchase and enhancement of public open space.

Purpose and objectives

The purpose of these grant programs is to support and enhance the State's liveability and sustainability.

The programs will support projects which:

- Facilitate the integrated delivery of quality public open space particularly in areas of growth and renewal.
- Provide a diverse range of high quality public open spaces which offer a range of active and passive opportunities.
- Improve the way our places function, making them more sustainable, more accessible, safer and healthier.
- Promote urban greening and climate change resilience.
- Create an interconnected network of high quality green spaces that join destinations, public transport and growth areas.

Project types

Under the grant programs councils may apply for funding for the following types of projects:

- **Development** for the enhancement or revitalisation of:
 - Reserves and parks
 - Linear parks
 - Coastal reserves
 - Trails and strategic open space linkages
 - Foreshore and riverfront precincts
 - Civic plazas, town squares and main street precincts

- **Planning and Urban Design** to guide future development of key open space and public realm precincts including:
 - Open space and cycling/walking strategies
 - Public realm strategies and urban design frameworks
 - Master plans and concepts plans
- **Land purchase** (Open Space only)

Councils may submit multiple applications per funding round and will need to nominate which type of project they are seeking funding for.

Where development projects are for the upgrade, extension or replacement of existing infrastructure; applications will need to demonstrate how the project provides significant increase in benefit than is currently existing (i.e. improved economic or social benefits).

Eligibility and Assessment Criteria

Grants are available to all local government or organisations representing out of council areas within South Australia. In order to be eligible for grant funding, councils must have met all acquittal conditions for previous funding. Councils should contact a grant funding coordinator prior to submitting an application to ensure there are no outstanding acquittals.

Councils will need to ensure that their projects meet the following eligibility criteria prior to submitting an application.

Eligibility

- Applications can only be made by local government or from organisations representing out of council areas.
- Projects should have at least a 50% funding contribution from council (see grant funding and other co-contributions for further information).
- Projects must be undertaken on public land with free public access (no fee or charge levied to use the space, or ongoing exclusive use by particular groups – this includes applications for land purchases).
- Projects must be able to be completed within 18 months of grant funding approval.
- Projects should be able to commence within two months of grant funding approval.
- Councils must not have any outstanding acquittals for overdue projects.
- Funding is only available for new works; retrospective funding is not available for anything undertaken prior to grant funding approval.

Ineligibility

The following types of works are not eligible for funding, please do not include these in your application:

- Commercial operations and buildings, including club rooms.
- Road works including routine upgrading of footpaths, kerbs and car parks.
- Council administration and project management costs associated with delivery of the project.
- Public art pieces as a singular project (may be included as part of an overall project design).
- Projects that require the public to pay a fee to access the site.

- Construction and planning of organised sporting facilities.
- Projects which are considered to be part of council's usual ongoing maintenance and management of a site (including ongoing reserve management, asset maintenance or replacement of existing infrastructure).
- Projects which commence prior to grant funding approval (including any initial project work, studies, planning or land purchases).

Assessment criteria

All projects will be assessed against the following assessment criteria with priority given to those projects which align with the grant program objectives.

Grant program objectives

- Improve accessibility and safety

Response to community issues and improve safety of public open space

Increased useability and function for a wide cross section of the community and take into account the needs of mobility impaired users, the elderly and children etc.

- Promote urban greening and climate change resilience
 - Provide access to quality green public spaces
 - Improved sustainability
- Improve open space and neighbourhood connectivity
 - Provide connections to other paths, trails, streetscapes etc.
 - Improved connections to support and encourage wider use of the public open space and its surrounds (consider way finding/interpretive signage)
- Demonstrate community support and consultation
 - Strong level of support from the community
 - Empower communities to work in partnership to create civic pride and social responsibility in the project
- Demonstrate alignment to the objectives of the **Open Space grant program** (if applicable)

- Demonstrate alignment to the objectives of the **Places for People grant program** (if applicable)

Strategic alignment

- Demonstrate relevance to the State Planning Policies and relevant Planning Strategy
- Demonstrate alignment with local council planning strategies – i.e. council open space and/or public realm strategies
- Demonstrate how the project will support areas of growth and renewal or areas of low open space provision or quality

Grant funding and co-contributions

Grant funding availability

The **grant programs** are funded through the Planning and Development Fund. There is no minimum or maximum grant funding amount. In addition, councils may submit multiple applications. However, councils should consider their ability to match requested funding for all projects.

Please note, while an application may meet the assessment criteria, a grant is not guaranteed and successful projects may not receive funding to the full amount requested.

Council contribution

Councils co-funding contribution can consist of co-contributions from community groups and in-kind works. Co-funding demonstrates your commitment to the project and can show evidence of community support. If the council contribution includes in-kind works (from either council or a community group) a monetary amount equivalent will need to be identified within the total the project budget breakdown.

When applying for **strategic land purchases** to acquire land for public open space. Please note:

- Grant funding is only available towards the market value of the land, any payment above market value will need to be fully funded by council.
- Funding will not be provided towards legal costs, transfer fees, stamp duty or compensation arising from compulsory acquisition of land by council.

External funding and joint partnerships

Councils should investigate and embrace other external funding opportunities and seek partner organisations with objectives matching those of the project.

Councils are encouraged to seek other sources of funding to supplement grant funding for their project including:

- Other State and Commonwealth Government grant funding programs.
- Joint funding with other councils to achieve regional priorities.

Contributions from other State government agencies cannot count towards councils 50% co-contribution.

Project target table

A target table of activities/project outcomes contributing towards the project cost must be provided as an attachment to the application form (examples are provided on the following page).

A high level breakdown of the costs associated with the project will be sufficient. For development projects, where a cost estimate has been completed by a quantity surveyor, you may wish to include this as an additional attachment. A target table is not required for land purchase projects.

Please note when providing a target table:

- These figures should not include GST.
- Funding is not provided towards council administration costs and project management costs. Please do not allocate grant funding towards these costs.
- In-kind funding can be provided. Please provide a monetary amount for in-kind work and indicate these amounts in the project target table.
- The project target table should not include works or activities that have already been undertaken.
- Project cost over-runs are the financial responsibility of the council

Project Target Table – examples

Urban Design

ACTIVITY	TARGET OUTCOMES (brief description of activity)	QTY	COST P&D FUND	COST COUNCIL	COST OTHER	COST TOTAL
Urban design framework	Engage consultant and work with stakeholders and consultant to prepare an urban design framework for the township		\$45,000	\$45,000		\$90,000
	Council project management and administration costs			\$10,000		\$10,000
TOTAL			\$45,000	\$55,000		\$100,000

Planning and development

ACTIVITY	TARGET OUTCOMES (brief description of activity)	QTY	COST P&D FUND	COST COUNCIL	COST OTHER	COST TOTAL
Detailed design	Multi-disciplinary consultant team to undertake detailed design and documentation for tender		\$45,000	\$45,000		\$90,000
Capital works – Town Square	Town square furniture (seating, bins)		\$20,000	\$20,000		\$40,000
	Shade and lighting		\$80,000	\$80,000		\$160,000
	Landscaping and paving		\$50,000	\$50,000		\$100,000
	Public art and signage	4		\$14,000	\$14,000	\$28,000
Capital works – main street precinct	Landscaping (street trees, WSUD treatments)		\$35,000	\$35,000		\$70,000
	Reorganise street parking			\$75,000		\$75,000
	Road edge improvement and paving	25sq m		\$30,000		\$30,000
	Widening of street to create shared use pathway			\$45,000		\$45,000
TOTAL			\$230,000	\$394,000	\$14,000	\$638,000

Development

ACTIVITY	TARGET OUTCOMES (brief description of activity)	QTY	COST P&D FUND	COST COUNCIL	COST OTHER	COST TOTAL
Capital works	Nature play playground and rest area		\$25,000	\$25,000		\$50,000
	Landscaping (trees, mulching)			\$25,000	\$23,000 (in-kind)	\$48,000
	Pathway and road crossings	1km		\$10,000		\$10,000
	Signage, lighting and drinking fountain		\$38,000	\$30,000	\$8,000 (in-kind)	\$76,000
TOTAL			\$63,000	\$90,000	\$31,000	\$184,000

Development

ACTIVITY	TARGET OUTCOMES (brief description of activity)	QTY	COST P&D FUND	COST COUNCIL	COST OTHER	COST TOTAL
Trail preparation and construction	Preparation and construction of 40mm thick red ochre shared use trail (3m wide) with timber edging and transitional work around	3km	\$255,000	\$255,000		\$510,000
TOTAL			\$255,000	\$255,000		\$510,000

Application process

- Discuss any proposed project with a grant funding coordinator. This can be done via phone and is encouraged to ensure that all applications are consistent with the objectives of the grant programs.
- Where appropriate a grant funding coordinator will arrange a site visit to view the site and discuss the proposal in further detail.
- Once the scope, detail and eligibility of your proposal has been determined, complete the online application form. Ensure all relevant sections are completed with all required supporting material and documentation included.

Supporting material may include:

- Development project:
 - Location map
 - Photos of existing site conditions
 - Concept plan
 - Previous strategic work (i.e. master plan, concept plan, detailed design)
 - Project target table (and a cost estimate by a quantity surveyor, if applicable)
- Planning and Urban Design project:
 - Location map
 - Photos of existing site conditions
 - Project brief
 - Project target table (and a cost estimate by a quantity surveyor, if applicable)
- Land purchase:
 - Location map
 - Photos of existing site conditions
 - Current market valuation (by a Certified Practising Valuer)
 - Legal description of property and copy of current Certificate of Title

Lodgement of applications

Applications for the 2019-20 financial year close at **5pm Thursday 9 April 2020**. Applications and supporting documents must be received prior to the closing date.

Grants are now managed online through the SmartyGrants platform. Please login to access the application form and view the status of your grant application.

Successful councils will be notified in writing which projects will be funded.

Assessment process

The grant programs are highly competitive; applicants must not assume they will be successful. All applications will be assessed by the Department of Planning, Transport and Infrastructure according to the assessment criteria and will be presented to the Minister for Planning for the final funding decision. **Please note a funding decision may not be made until June 2020.**

Assessment will take into consideration previous grant performance and the status of any current projects.

Assessment of the project may involve an inspection of the project site with council staff and the grant coordinators.

Grant conditions and responsibilities

- In order to accept and receive the grant funding offer, councils are required to enter into a formal Funding Agreement with the Minister for Planning – a sample copy of the Funding Agreement can be obtained from the Department of Planning, Transport and Infrastructure on request.
- The project must be carried out as described in the application.
- Any variance of project scope, budget or grant requirement is at the discretion of the Minister.
- Where a council project manager changes or a project cannot meet the agreed timeframe for completion, a funding coordinator from the Department of Planning, Transport and Infrastructure must be contacted.
- Successful applicants must acknowledge the grant contribution through the Planning and Development Fund in any publications or publicity regarding the project.
- Projects must be able to be completed within 18 months of grant funding approval.

Reporting and monitoring

Reporting on project progress and achievement of milestones will be required on an ongoing basis until the project is completed.

After completion of the project and within 30 business days of the end of the specified funding period, councils must submit a Final Report that includes suitable evidence of project completion such as:

- Summary of expenditure
- Photographs of completed project (if applicable)
- Completed concept plan, documentation etc. (if applicable)

Any unspent grant funding must be repaid in accordance with the conditions of the Funding Agreement.

Please note that the contact details of council's project manager can be changed at any time by sending an e-mail to DPTI.PublicSpaceGrants@sa.gov.au along with the relevant submission reference number and new project manager contact details (i.e. name, phone number and e-mail address).

Contact us

To discuss your proposal, or for further information please contact the Department of Planning, Transport and Infrastructure:

Tel: 8343 2363 or 710 9113

E-mail: DPTI.PublicSpaceGrants@sa.gov.au