

# Open Spaces Grant Program Guidelines

## Round 2

The Open Spaces Grants Program (the Program) is an initiative of the Tasmanian Government, delivered in cooperation with the Local Government Association of Tasmania (LGAT). The purpose of the Program is to support Tasmanian councils to provide new or renewed capital infrastructure to support active living.

The Program provides grants totalling up to \$4.94 million over two rounds through 2023-24.

The Program is flexible to enable funding to be provided towards both active and passive recreational pursuits in line with community need.

Applications for Round 2 are welcome until 5:00pm on Friday **15 March 2024**. Up to \$2.025 million in grants is available in Round 2.

### Eligibility

All 29 councils are eligible to apply for the Program.

Councils awarded funds in Round 1 are eligible to apply for funds for new or unfunded projects. Councils unsuccessful in Round 1 are encouraged to resubmit projects having regard to feedback received.

Each council may make one application to Round 2 of the Program, which may contain multiple proposed works, including works of different type or at various locations.

Councils may seek funds to support capital works for new or renewed outdoor infrastructure, including but not limited to:

- council parks and city and town green spaces, where improvements are directed towards active living
- walking and cycling trails and pathways
- playgrounds
- ancillary facilities including accessible toilets/changerooms and journey features to encourage activity, such as infrastructure for active transport, rest points, seating, shelters, and signage
- aquatic facilities
- outdoor gym facilities
- skate parks and pump tracks.

Projects must be for public use.

Projects must be constructed on/over council land or leased/licenced Crown Land. Evidence of landowner support must be provided with applications including works on/over Crown land.

Wherever appropriate, projects should be accessible and reflect universal design principles.

Councils may not seek funds for:

- facilities wholly or predominantly accessed on a commercial or full-cost recovery basis
- facilities not open to the public for general public use
- works which are routine maintenance or are budgeted capital renewal.

Projects must be delivered by **31 December 2025**.

Projects funded under Round 1 are listed at [www.lgat.tas.gov.au/lgat-advocacy/open-spaces-grant](http://www.lgat.tas.gov.au/lgat-advocacy/open-spaces-grant).

## **Funding**

Funding awards to successful councils of between \$100,000 and \$400,000 may be made under Round 2 of the Program, with \$2.025 million in total funds available in Round 2.

Funding offered may be a lesser amount to funding sought in applications, including for specified works where an application contains multiple proposed works.

## **Evaluation process and criteria**

Applications will be assessed on a competitive basis by an evaluation panel with representation from LGAT, the Tasmanian Government's Department of Premier and Cabinet and a nominated third member.

Applications will be assessed against the following criteria, and should be structured against these criteria to assist the panel's consideration. These are:

### *Identified need and expected benefit for the proposed works (40 per cent)*

Applicants should demonstrate the benefit to the community of the proposed works, including qualitative and/or quantitative factors (e.g. expected usage of the facilities, addressing an unmet need for recreational infrastructure for a specific cohort, or so on). Outcomes of community engagement or links to council strategies or plans to support claims of need for the proposed works may be provided.

### *Value for money (40 per cent)*

Applicants should demonstrate how the funding request and total project value represents value for money for the benefits claimed. Consideration will be given to matched or greater co-funding and/or value-in-kind contributions from councils or other sources relative to funding sought from the Program.

### *Capacity to deliver the project (20 per cent)*

To demonstrate their capacity to deliver the complete proposed scope by 31 December 2025, applicants should provide a preliminary project schedule, budget (or discrete project budgets where applicable), and evidence of committed matched funding or co-funding (where applicable). Preliminary design documentation or similar may also be submitted in support of this criterion.

Secondary consideration may be given by the evaluation panel to regional spread, funding awards made in Round 1, and the mix of project types within the broad scope of the Program.

Funding recommendations are subject to the final review of the Department of Premier and Cabinet.

### **Application and funding conditions**

Councils applying to the Program grant LGAT and each agency and instrumentality of the Crown in Right of Tasmania a perpetual, irrevocable, royalty-free, world-wide, non-exclusive (including a right of sub-licence) licence to use, re-use, copy, modify, adapt and/or exploit the application documents and any appended material for the purpose of administering the grant.

Successful applicants will be required to enter into a tripartite grant agreement with LGAT and the Crown in Right of Tasmania, represented by the Department of Premier and Cabinet, which will outline funding conditions.

Major conditions include that:

- All funding must only be used for the projects outlined in the application and included in the subsequent grant agreement. Any changes to the purposes of the funding must be approved by the Department of Premier and Cabinet in writing.
- Report on progress in delivering the projects and expenditure must be provided twice-yearly to LGAT and the Department of Premier and Cabinet.
- A final financial acquittal of the grant must be provided to LGAT and the Department of Premier and Cabinet.
- The General Manager must attest to the completion of the works for which funding was provided, and provide the Certificate of Completion, where applicable.
- Underspent funds must be returned to the Department of Premier and Cabinet.
- Councils must provide advance notice and consult the Department of Premier and Cabinet and LGAT prior to any official launch, opening, media conference, or public event related to the funded project. Acknowledgement of the Tasmanian Government's support will be required.
- Councils must ensure that their project or activities will be undertaken by appropriately qualified and experienced people who have appropriate insurance cover.
- Councils must ensure compliance with all relevant legislative, planning, building, and environmental requirement.
- Projects must be delivered by 31 December 2025.

### **Guide to applicants**

Please read these guidelines carefully before you complete your application.

Applicants should submit an application providing a response to each selection criteria and supporting evidence.

Written applications and supporting documentation should be no more than eight A4 pages or equivalent. This limit does not include any design drawings, diagrams, or maps. Longer supporting documents (e.g. existing council strategic plans) may be referenced in the text, or provided with the application if unpublished.

Applications must be submitted via email to [reception@lgat.tas.gov.au](mailto:reception@lgat.tas.gov.au) and will be acknowledged by return email. Please provide documents in PDF format with searchable text.

Applications open on 9 February 2024 and must be received by **5:00pm on Friday 15 March 2024. No late applications will be accepted.**

Contact [reception@lgat.tas.gov.au](mailto:reception@lgat.tas.gov.au) or call 03 6146 3740 if you have questions regarding the application process.

### **Critical timeframes**

Applications must be received by **5:00pm on Friday 15 March 2024.**

It is expected that offers of funding will be advised in writing **by 31 May 2024.**

Successful applicants will be required to enter into a grant agreement outlining the funding terms and conditions. This is expected to occur in mid-2024.

Projects must be delivered by **31 December 2025.**

### **Personal information**

Personal information will be managed in accordance with the *Personal Information Protection Act 2004*. You can request access to your personal information from LGAT and the Department of Premier and Cabinet. You can view the Act in full on the Tasmanian Legislation website: [www.legislation.tas.gov.au](http://www.legislation.tas.gov.au).

### **Right to Information**

Information provided to LGAT and the Department of Premier and Cabinet is subject to the provisions of the *Right to Information Act 2009*. To find out more about this Act and what it means, go to [www.lgat.tas.gov.au](http://www.lgat.tas.gov.au) or [www.dpac.tas.gov.au](http://www.dpac.tas.gov.au). You can view the Act in full on the Tasmanian Legislation website: [www.legislation.tas.gov.au](http://www.legislation.tas.gov.au).