

Open Invite Program Foundation Events 2027-28 Application Form

Form Preview

About the Program

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Application Number

This field is read only.

Information for applicants

The **Open Invite Program: Foundation Events 2027-28** (the Program) is a closed, non-competitive grant opportunity administered by Transport for NSW. The Program supports eligible Foundation Event owners to deliver free ancillary activations on streets and/or suitable Transport-owned assets that complement and expand the reach and impact of state-deemed Foundation Events.

Building on the Open Streets Program: Foundation Events 2026-27, the Program provides \$4.2 million to support NSW's 12 active state-deemed Foundation Events. Each eligible Foundation Event may receive \$350,000 for approved activations delivered between January 2027 and June 2028.

Please note: The approved grant amount is the total amount payable by Transport for NSW. If GST is payable by a recipient in connection with the grant, Transport for NSW will not pay any additional amount on account of GST above the approved grant amount.

Key considerations:

- The Program is a closed, non-competitive grant round.
- Applications will be assessed on their eligibility and merits to deliver the Program aims against a set of assessment criteria which are outlined in the [Program Guidelines](#).
- Applications should contain clear and relevant information.
- Applicants must be a NSW Foundation Event owner. NSW Foundation Events have been determined by the NSW Government, with the first round of state-deemed [Foundation Events announced in March 2025](#).
- Applicants can only submit one application per Foundation Event but may propose one or more activations or locations in the single application (if eligible to do so – refer to the eligibility criteria which are outlined in the Program Guidelines).

Before you begin, please obtain all necessary supporting documents for your application and read the documents relating to the funding round:

- [Program Guidelines](#)
- [Frequently Asked Questions](#)

Available support

- If you need help with your application submission, please e-mail revitalisation@transport.nsw.gov.au and quote your application number.
- If you need technical support, visit the SmartyGrants [Help Guide for Applicants webpage](#) or check out the SmartyGrants [Applicant Frequently Asked Questions \(FAQ's\)](#).
- Applicants are encouraged to seek advice from their own legal, business and financial advisors to determine the suitability of the funding before applying.

Program Aims

We invite applications for proposals that deliver on the Program aims:

- Ground Foundation Events in the local experience to enhance NSW's status as a world-class event destination that celebrates and grows community identity and sense of place.
- Expand the benefits from the Foundation Events by activating the surrounding precinct through free activations on streets and/or suitable Transport-owned assets.
- Encourage a larger and more diverse community to participate in and safely engage with Foundation Events.
- Support mode shift to public and/or active transport options for attendees.
- Support cultural industries and drive economic growth with more sustainable ongoing delivery of activations on streets and/or suitable Transport-owned assets that contribute to place outcomes and public benefit.
- Embed and strengthen Foundation Event owners' capability to deliver high-quality, sustainable activations on streets and/or Transport-owned assets that can continue to support vibrant places into the future.

Disclaimer

The Applicant acknowledges and agrees that:

- Submission of this application does not guarantee funding will be granted for any project, and Transport for NSW expressly reserves its right to accept or reject this application at its discretion;
- It must bear the costs of preparing and submitting this application and Transport for NSW does not accept any liability for such costs, whether or not this application is ultimately successful or unsuccessful;
- It has read the [Program Guidelines](#) and has fully informed itself of the relevant program requirements.

Use of Information

By submitting this application form, the Applicant acknowledges and agrees that:

- If this project application is successful, the relevant details of the project will be made public, including details such as the names of the organisation (Applicant) and any partnering organisation (state government agency or non-government organisation), project title, project description, location, anticipated time for completion and amount awarded.
- Transport for NSW will use reasonable endeavours to ensure that any information received in or in respect of this application which is clearly marked 'Commercial-in confidence' or 'Confidential' is treated as confidential; however, such documents will

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remain subject to the Government Information (Public Access) Act 2009 (NSW) (GIPA Act).

- In some circumstances, Transport for NSW may release information contained in this application form and other relevant information in relation to this application in response to a request lodged under the GIPA Act or otherwise as required or permitted by law.

Privacy Notice

By submitting this Application form, the Applicant acknowledges and agrees that:

- Transport for NSW is required to comply with the Privacy and Personal Information Protection Act 1998 (NSW) (the Privacy Act) and that any personal information (as defined by the Privacy Act) collected by Transport for NSW in relation to the program will be handled in accordance with the Privacy Act and its privacy policy (available at: <https://www.dpc.nsw.gov.au/privacy>);
- The information it provides to Transport for NSW in connection with this application will be collected and stored on a database and will only be used for the purposes for which it was collected (including, where necessary, being disclosed to other Government agencies in connection with the assessment of the merits of an application) or as otherwise permitted by the Privacy Act;
- It has taken steps to ensure that any person whose personal information (as defined by the Privacy Act) is included in this application has consented to the fact that Transport for NSW and other Government agencies may be supplied with that personal information, and has been made aware of the purposes for which it has been collected and may be used.

Eligibility and Funding Conditions Confirmation

Key funding conditions and detailed eligibility criteria are available in the [Program Guidelines](#). Successful applicants will be required to enter into a funding deed.

Confirm the Applicant's eligibility status by selecting the appropriate category.
The Applicant is: *

- ☐ A NSW Foundation Event owner (i.e. own, or have secured the rights to the event and have the relevant approvals for the event).

Only NSW Foundation Event owners are eligible to apply.

Foundation Event Name *

Provide the name of the NSW Foundation Event that the application relates to

Upload evidence to demonstrate the applicant is the NSW Foundation Event owner. *

Attach a file:

A minimum of 1 file must be attached.

Acceptable evidence may include: Official public communications (e.g. website, program, press release) listing the applicant as a lead owner of the Foundation Event; Approval documentation

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from authorising bodies (i.e. NSW Government agencies, local council etc.) for previous or current Foundation Events listing the applicant as the lead owner of the Foundation Event.

Applicant Details

* indicates a required field

Organisation Details

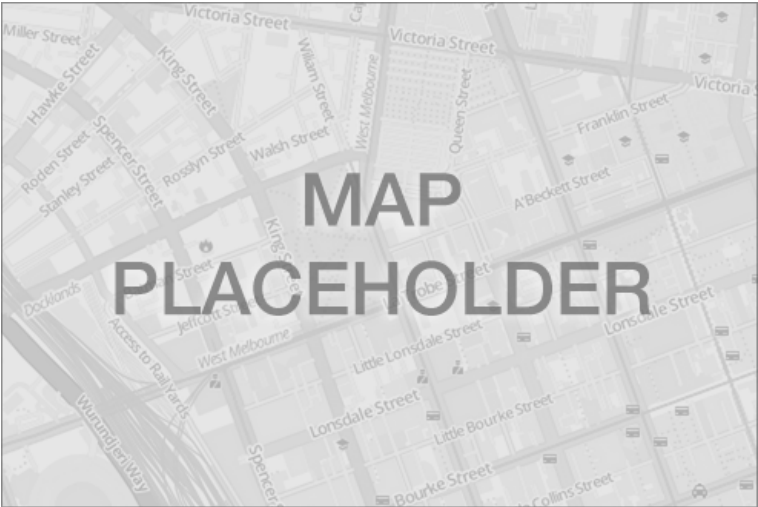
Organisation Name *

Organisation Name

Please use the organisation's full name. Make sure you provide the same name that is listed in official documentation such as that with the ABR, ACNC or ATO.

Primary Address

Address



Postal Address

Address

Primary Phone Number *

Must be an Australian phone number.
Country code not required, area code for landlines is required.

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Other Phone Number

Must be an Australian phone number.
Country code not required, area code for landlines is required.

Email Address *

Must be an email address.

Website

Must be a URL.

Applicant Primary Bank Account *

Account Name

BSB Number

Account Number

Must be a valid Australian bank account format.

Does the applicant organisation have an Australian Business Number (ABN)? *

☐ Yes

☐ No

It is a condition of funding that all applicants have an ABN, Australian Company Number (ACN), or be registered with NSW Fair Trading under the Associations Incorporation Act 2009 or another Act or supply a completed ATO Statement by a Supplier Form with their application.

ABN *

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

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ACNC Registration
Tax Concessions
Main Business Location

Must be an ABN.

Applicant organisation ACN *

If your organisation does not have an ACN, enter N/A

Legal entity structure *

- ☐ Company
- ☐ Incorporated association
- ☐ Government entity
- ☐ Trustee
- ☐ Subsidiary
- ☐ Other:

Legal entity details

Full legal name of the trust, parent or controlling entity. *

ABN of the trust, parent or controlling entity *

ACN of the trust, parent or controlling entity, if applicable.

Relationship between the applicant and the trust, parent, controlling entity or other related entities. *

Entity that holds the applicant's financial records. *

Entity that will enter into the Funding Deed. *

Primary Contact Details

Primary Contact *

Title First Name Last Name

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This person will be Transport for NSW's main contact during the application and assessment process, including for application clarifications, requests for further information and outcome correspondence.

Primary Contact Position *

For example, Manager, Board Member or Fundraising Coordinator.

Primary Contact Phone Number *

Must be an Australian phone number.

Country code not required, area code for landlines is required

Primary Contact Email Address *

Must be an email address.

Funding Deed Details

Provide the details required to identify the execution block and signatories that will be used if the application is successful. The nominated signatories must be authorised to execute the Funding Deed for the applicant in the capacity selected below.

How will the applicant execute the Funding Deed? *

- ☐ Company – two directors, or one director and a different company secretary, in accordance with section 127 of the Corporations Act 2001 (Cth)
- ☐ Company – sole director who is also the sole company secretary, in accordance with section 127 of the Corporations Act 2001 (Cth)
- ☐ Incorporated association – two authorised signatories, in accordance with section 22 of the Associations Incorporation Act 2009 (NSW)
- ☐ Council – one authorised signatory under section 377 of the Local Government Act 1993 (NSW), witnessed
- ☐ Other execution arrangement approved by Transport for NSW

Funding Deed signatory details. *

Signatory 1 full name:

Signatory 1 position:

Signatory 1 phone number:

Signatory 1 email address:

If applicable:

Signatory 2 full name:

Signatory 2 position:

Signatory 2 phone number:

Signatory 2 email address:

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Word count:

Must be no more than 200 words.

Describe the proposed alternative execution arrangement. *

Word count:

Must be no more than 200 words.

Describe the proposed execution arrangement, the legal basis for it and the person or persons who will sign. Transport for NSW may request supporting evidence and must approve any alternative execution arrangement.

Are all proposed signatories authorised and available to execute the Funding Deed if the applicant is successful? *

- ☐ Yes
☐ No

Identify the outstanding internal approvals or appointments, the responsible decision-maker or governing body, and when authority is expected to be confirmed. *

Word count:

Must be no more than 250 words.

Will the Primary Contact also be the Recipient's Representative under the Funding Deed? *

- ☐ Yes – use the Primary Contact details above as the Recipient's Representative under the Funding Deed.
☐ No – nominate a different Recipient's Representative below.

The Primary Contact is Transport for NSW's main contact during application assessment. The Recipient's Representative is the formal contact under the Funding Deed if the application is successful and will manage ongoing deed correspondence and will be delegated authority to approve variation requests on behalf of the Recipient.

Recipient's Representative details

The Recipient's Representative is the formal contact under the Funding Deed and is authorised to liaise with Transport for NSW, receive notices and written communications, and approve variation requests on behalf of the Recipient. This person may be different from the Funding Deed signatory.

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Name *

Title

First Name

Last Name

Position ***Phone Number ***

Must be an Australian phone number.

Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Email address *

Must be an email address.

Does your organisation hold a certificate of incorporation? *☐ Yes☐ No

If unsure search the NSW Incorporated Associations Register - <https://applications.fairtrading.nsw.gov.au/assocregister/>

Certificate of incorporation *

Attach a file:

Maximum file size 25MB.

Project Details

* indicates a required field

Provide an overview of your Open Invite Program: Foundation Events 2027-28 project proposal, including the working title, a brief description of the proposed activation or activations, the primary location, and the anticipated project start and end dates.

Anticipated start date: Project Start Date. The date project activities, including planning, are expected to commence. Funded activations must be delivered between January 2027 and June 2028.

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Anticipated end date: Project Completion Date. The date of project acquittal, which is required eight weeks after delivery of the final activation.

Note: All funded activations must be delivered by 30 June 2028 unless otherwise approved by Transport for NSW.

Title *

Word count:

Must be no more than 25 words.

Provide a name for your initiative. Your title should be short but descriptive.

Brief description *

Word count:

Must be no more than 50 words.

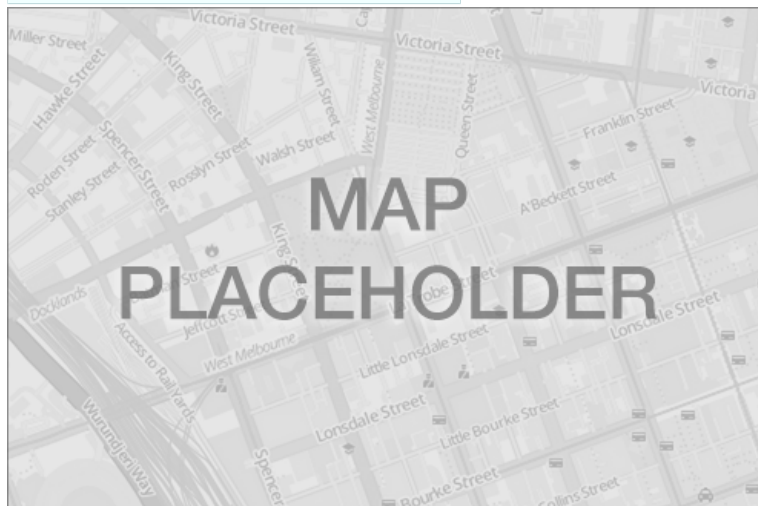
Include a brief summary of who will benefit from this initiative, what activities you will do and what outcomes you expect from your activities.

Anticipated start date *

Anticipated end date *

Primary location of your initiative

Address



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Primary location does not need to be a specific address, and can be postcode, suburb, state, etc. If delivered online, please specify the area of focus for delivery.

Activaton Details

Provide details of each activation proposed as part of your project. Distinct activations should be entered separately. An activation delivered under the same name, concept and branding across multiple days or connected locations is considered one activation. Refer to the [Program Guidelines](#) for more information.

If you are proposing multiple activations, please provide details for your first activation below. You will be prompted to add additional activations after completing this section.

Activation title *

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Activation description *

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Word count:

Must be no more than 150 words.

Which type of location is proposed for this activation? *

- ☐ Street or streets that will be temporarily closed to vehicles and opened for people
- ☐ Suitable Transport-owned asset
- ☐ Both a street and a suitable Transport-owned asset

Select "Both" where the activation will use a Transport-owned asset and also include a street or streets temporarily closed to vehicles. Please refer to the glossary of the Program Guidelines for a definition of a Transport-owned asset in respect to this Program.

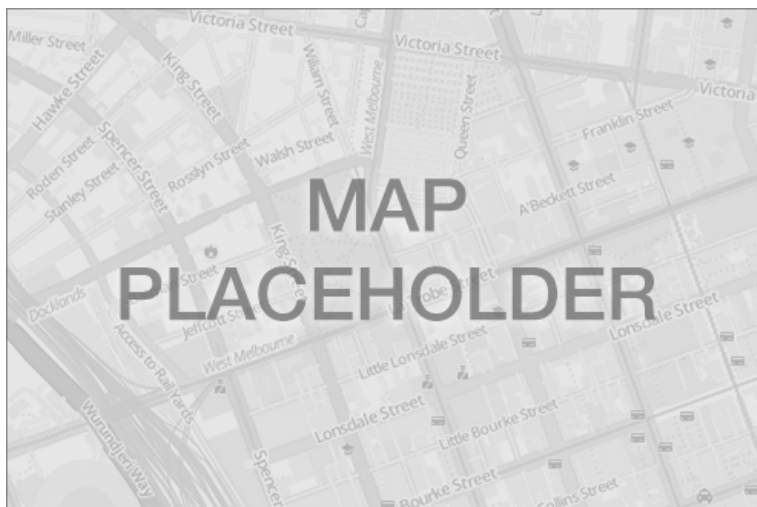
Main activation location

Address: *

Address

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Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.
If proposing multiple locations please enter a main address and specify other locations in the street closure sections below.

Is the proposed location: *

- ☐ within or adjacent to the associated Foundation Event site.
- ☐ elsewhere but clearly supports the Program aims and objectives, such as a justified nearby satellite location or transport-hub precinct.

Where a location is not within or adjacent to the associated Foundation Event site, the application must explain how the location clearly supports the Program aims and objectives.

Provide a clear justification for the alternative location, including why the activation cannot be held within or adjacent to the Foundation Event site and how the location supports the Program aims. *

Word count:

Must be no more than 150 words.

For a street activation: *

- ☐ The street is in council or NSW Government ownership.
- ☐ The street is primarily used for vehicles.
- ☐ The activation will temporarily close the street to vehicles and open it for people.
- ☐ The proposed closure will not suspend a public transport service that cannot be diverted.

Select all that apply. Please note that these requirements form part of the Program's eligibility criteria, and the relevant requirements must be met for the proposed location to be eligible for funding.

For a Transport-owned asset activation, which of the following requirements apply to the proposed location. *

- ☐ The location is owned or managed by Transport for NSW.

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☐ To the best knowledge of the applicant, the proposal will not materially impact transport operations, customer access, safety, security or network performance.

At least 1 choice must be selected.

Select all that apply. Please note that these requirements form part of the Program's eligibility criteria, and the relevant requirements must be met for the proposed location to be eligible for funding.

Upload aerial maps and/or site plans identifying the proposed location or locations and activation area or areas. Clearly distinguish the boundary of the activation from the rest of the Foundation Event. *

Attach a file:

A minimum of 1 file must be attached.

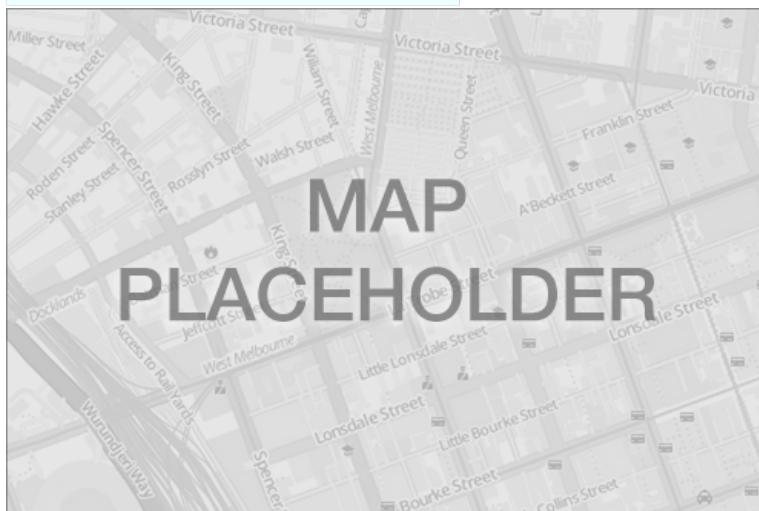
Transport-owned Asset Details

Complete this section where a Transport-owned asset is being proposed as an activation site.

Name *

Location *

Address



Address Line 1, Suburb/Town, State/Province, and Postcode are required. Country must be Australia

Owner or operator.

Identify the Transport for NSW asset owner and/or operator responsible for the proposed location, if known.

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Describe the proposed use of the asset, including any engagement undertaken or planned with the relevant asset owner/operator and any known feasibility considerations. *

Word count:

Must be no more than 200 words.

Identify any engagement already undertaken and any advice or support received. If engagement has not yet commenced, describe who will be contacted, the purpose of engagement and when this is expected to occur. Funding approval does not constitute approval to use the asset.

Optional: Upload an in-principle asset-owner support or approval.

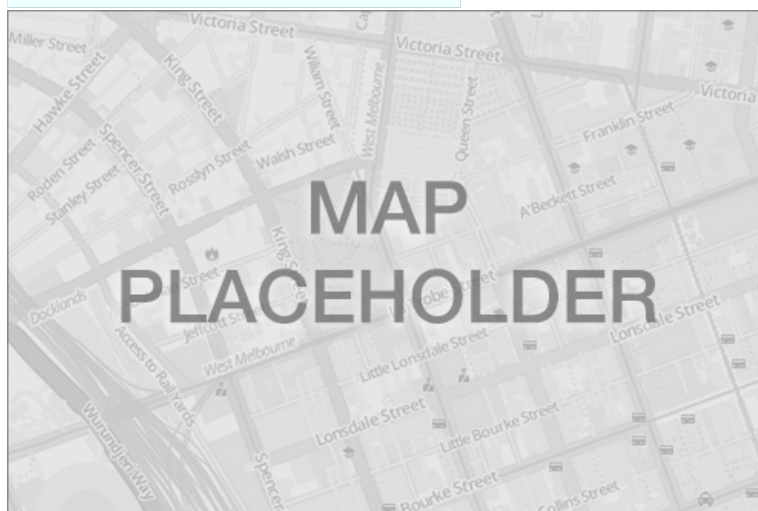
Attach a file:

Alternative street location

An alternative eligible street location is required in case the proposed Transport-owned asset is unavailable, unsuitable or cannot obtain the required approvals within the Program timeframe. The alternative location should maintain the connection to the Foundation Event, continue to achieve the intended project outcomes and Program aims, the approvals required, and the key risks and mitigations associated with transitioning to the alternative.

Address *

Address



Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Briefly explain how the alternative street location would continue to support the Program aims and identify any key considerations associated with transitioning to this location. *

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Word count:
Must be no more than 200 words.
Consider how the location will maintain the connection to the Foundation Event and deliver community, cultural and economic benefits.

Upload an aerial image/map that clearly indicates activation footprint for the alternative location *

Attach a file:

A minimum of 1 file must be attached.

Activation Programming

Describe the proposed programming approach and types of activities anticipated for the activation. *

Word count:
Must be no more than 150 words.
Programming is indicative at the application stage and may be refined through detailed planning, stakeholder engagement and the Event Delivery Plan process.

Event fees

Will the events, including all programmed activities, be free for the public to access? *

- ☐ Yes
☐ No

All funded activations must be free and inclusive for the public to attend. Free ticketing may be used to manage attendance, but no admission fee should be charged.

Please provide details of any activities that will require a fee. *

Word count:
Must be no more than 150 words.
These activities must not be funded through the grant.

Street/s proposed for closure

Please list all streets proposed for closure below.

Street address	Road Classification	Street ownership	Affected bus routes (if any)
Address Line 1, Suburb/ Town, State/Province,			

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and Postcode are required. Country must be Australia			

Indicative Activation Delivery Window

Please provide the proposed delivery date range or ranges for your activation/s.

Enter the earliest and latest dates on which the activation may be delivered. The date range/s should provide reasonable flexibility for the final delivery dates to be confirmed through detailed planning and approvals.

To add more dates, use the "Add More" button.

Earliest anticipated delivery date	Latest anticipated delivery date	Anticipated operating hours on delivery day/s	Notes
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Must be a date and between 1/1/2027 and 30/6/2028.	Must be a date.	Start and finish time	Add additional information if needed

Existing activation

Has this activation taken place before? *

- ☐ Yes
☐ No

Is this an activation that the applicant has committed to delivering, whether or not grant funding is received? *

- ☐ Yes
☐ No

Explain how the proposed activation substantially increases the size or duration of the existing activation. *

Word count:

Must be no more than 250 words.

To be eligible for funding, the project must substantially increase the size or time duration of the existing activation. For example, by closing and activating a street that was not previously planned for closure. Funding cannot be used to offset any existing or planned costs and must only be used for the expanded areas or duration of the activation.

Additional Street Activation Details

Would you like to add another Activation to your application? *

- ☐ Yes

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☐ No

Additional Activation Details

* indicates a required field

Activation 2 Details

Activation 2 title *

Activation 2 description *

Word count:

Must be no more than 150 words.

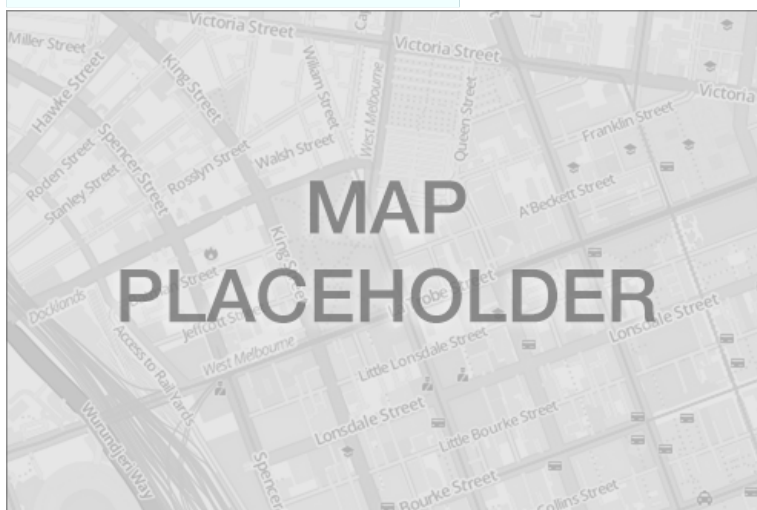
Which type of location is proposed for activation 2? *

- ☐ Street or streets that will be temporarily closed to vehicles and opened for people
- ☐ Suitable Transport-owned asset
- ☐ Both a street and a suitable Transport-owned asset

Select "Both" where the activation will use a Transport-owned asset and also include a street or streets temporarily closed to vehicles. Please refer to the glossary of the Program Guidelines for a definition of a Transport-owned asset in respect to this Program.

Main location of activation 2 *

Address



Address Line 1, Suburb/Town, State/Province, and Postcode are required. Country must be Australia
If proposing multiple locations please enter a main address and specify other locations in the road closure sections below.

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Is the proposed location for activation 2 *

- ☐ within or adjacent to the associated Foundation Event site.
- ☐ elsewhere but clearly supports the Program aims and objectives, such as a justified nearby satellite location or transport-hub precinct.

Where a location is not within or adjacent to the associated Foundation Event site, the application must explain how the location clearly supports the Program aims and objectives.

Provide a clear justification for the alternative location for activation 2, including why activation 2 cannot be held within or adjacent to the Foundation Event site and how the location supports the Program aims. *

Word count:

Must be no more than 150 words.

Which of the following requirements apply to the proposed location for activation 2? *

- ☐ The street is in council or NSW Government ownership.
- ☐ The street is primarily used for vehicles.
- ☐ The activation will temporarily close the street to vehicles and open it for people.
- ☐ The proposed closure will not suspend a public transport service that cannot be diverted.

Select all that apply. Please note that these requirements form part of the Program's eligibility criteria, and the relevant requirements must be met for the proposed location to be eligible for funding.

For a Transport-owned asset activation 2, which of the following requirements apply to the proposed location? *

- ☐ The location is owned or managed by Transport for NSW.
- ☐ To the best knowledge of the applicant, the proposal will not materially impact transport operations, customer access, safety, security or network performance.

Select all that apply. Please note that these requirements form part of the Program's eligibility criteria, and the relevant requirements must be met for the proposed location to be eligible for funding

Upload aerial maps and/or site plans identifying the proposed location or locations and activation area or areas. Clearly distinguish the boundary of the activation from the rest of the Foundation Event. *

Attach a file:

A minimum of 1 file must be attached.

Activation 2 - Transport-owned Asset Details

Complete this section where a Transport-owned asset is being proposed as an activation site.

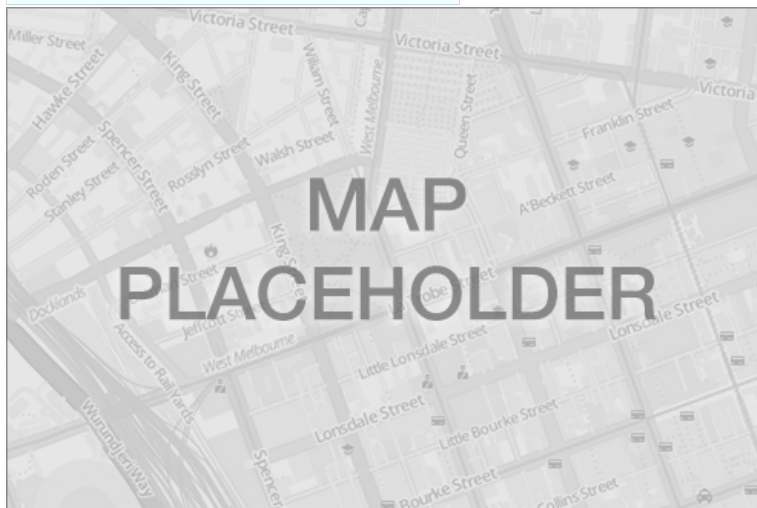
Transport-owned asset 2 name: *

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Transport-owned asset 2 location *

Address



Address Line 1, Suburb/Town, State/Province, and Postcode are required. Country must be Australia

Transport-owned asset owner or operator

Identify the Transport for NSW asset owner and/or operator responsible for the proposed location, if known.

Describe the proposed use of the asset 2, including any engagement undertaken or planned with the relevant asset owner/operator and any known feasibility considerations *

Word count:

Must be no more than 200 words.

Identify any engagement already undertaken and any advice or support received. If engagement has not yet commenced, describe who will be contacted, the purpose of engagement and when this is expected to occur. Funding approval does not constitute approval to use the asset.

Optional: Upload an in-principle asset 2 owner support or approval.

Attach a file:

Activation 2 Programming

Describe the proposed programming approach and types of activities anticipated for activation 2 *

Word count:

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Must be no more than 150 words.

Programming is indicative at the application stage and may be refined through detailed planning, stakeholder engagement and the Event Delivery Plan process.

Event Fees

For activation 2, will the events, including all programmed activities, be free for the public to access? *

☐ Yes

☐ No

All funded activations must be free and inclusive for the public to attend. Free ticketing may be used to manage attendance, but no admission fee should be charged.

If No, provide details of any activities in activation 2 that will require a fee. *

Word count:

Must be no more than 150 words.

These activities must not be funded through the grant.

Street/s proposed for closure

Please list all streets proposed for closure below.

Street address	Road Classification	Street ownership	Affected bus routes (if any)
Address Line 1, Suburb/Town, State/Province, and Postcode are required. Country must be Australia			

Indicative Activation 2 Delivery Window

For activation 2, please provide the proposed delivery date range or ranges for your activation/s.

Enter the earliest and latest dates on which the activation may be delivered. The date range/s should provide reasonable flexibility for the final delivery dates to be confirmed through detailed planning and approvals.

To add more dates, use the "Add More" button.

Earliest anticipated delivery date	Latest anticipated delivery date	Anticipated operating hours on delivery day/s	Notes
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Must be a date and between 1/1/2027 and 30/6/2028.	Must be a date.	Start and finish times	Add additional information if needed
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Existing activation

Has activation 2 taken place before? *

- ☐ Yes
☐ No

Is this an event that the applicant has committed to delivering, whether or not grant funding is received? *

- ☐ Yes
☐ No

Explain how the proposed activation 2 substantially increases the size or duration of the existing activation. *

Word count:

Must be no more than 250 words.

To be eligible for funding, the project must substantially increase the size or time duration of the existing activation. For example, by closing and activating a street that was not previously planned for closure. Funding cannot be used to offset any existing or planned costs and must only be used for the expanded areas or duration of the activation.

Additional Activation/s

Please note: Where multiple activation elements relate to the same Foundation Event instance, these should be included together in the one activation/project submission.

If you are unsure how to provide details of your proposed activations, or think that you need to submit further activation details, please contact the Program Team at revitalisation@transport.nsw.gov.au for further guidance.

Project Merit

* indicates a required field

The following questions correspond directly with the Project Merit criteria in the [Program Guidelines](#). Responses should focus on the proposed activation rather than providing a general history of the Foundation Event or applicant organisation.

Explain how the proposed project is new, expanded or enhanced beyond the applicant's normal Foundation Event delivery and business-as-usual activities. *

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Word count:

Must be no more than 150 words.

Identify the additional outputs and public value that would not otherwise be delivered without Program funding.

Describe how the project expands the benefits of the Foundation Event by activating the surrounding precinct through free activations on streets and/or suitable Transport-owned assets. *

Word count:

Must be no more than 200 words.

Consider how the project will expand the Foundation Event's benefits by activating surrounding streets, supporting local businesses, and extending the event's atmosphere and branding beyond dedicated venues.

Describe how the project encourages a larger and more diverse community to participate in and safely engage with the Foundation Event and surrounding area.

*

Word count:

Must be no more than 200 words.

Consider how the project will create welcoming and vibrant activations that invite diverse community participation and foster safe, inclusive spaces connected to the Foundation Event.

Describe how the project grounds the Foundation Event in the local experience and character, including how the proposed street or Transport-owned asset will be used as a central part of the activation experience. *

Word count:

Must be no more than 200 words.

Consider how the location's character, identity, function or physical features will shape the activation, encourage people to experience the place differently, and deliver meaningful benefits for the local community and surrounding area.

Describe how the project supports mode shift to public, active and/or micromobility transport options for attendees. *

Word count:

Must be no more than 150 words.

Consider practical measures such as pedestrian connections, accessible routes, public transport integration, temporary bicycle parking, wayfinding, access information and coordination with transport or road authorities. Promotional messaging alone should not be the sole mode-shift measure.

Describe how the project supports economic outcomes for local business and involves meaningful partnership with the local cultural sector to provide a platform for creatives and artists. *

Word count:
Must be no more than 150 words.
Consider how the project will involve local businesses, asset owners, and nearby employers in the activation, and how partnerships with arts, cultural, or community organisations will contribute to its delivery and impact.

Project Deliverability

* indicates a required field

Project Experience and Governance

This section assesses the applicant’s capability, governance, stakeholder coordination, approval readiness and ability to deliver the proposed project within the Program timeframe.

Describe your organisation's capability and governance arrangements for delivering the project, including key roles, decision-making arrangements and delivery partners. *

Word count:
Must be no more than 250 words.
Which teams within the organisation will be involved? Will there be other delivery partners involved? Identify the project sponsor, project manager, key internal teams, decision-making arrangements, escalation pathway and authorised officer responsible for endorsing the Final Event Delivery Plan.

Risk Management

List the key risks and dependencies that could affect the project’s scope, location, approvals, timing, cost, safety, delivery or intended outcomes.
Consider key risks relating to location and approvals, stakeholder support, transport operations, safety and security, cost and resourcing, weather, and alternative delivery arrangements. Where a Transport-owned asset is proposed, include relevant asset-specific risks.
Please include only one risk or dependency per row. Add more rows if you want to list additional risks or dependencies.

Risk or dependency description	Risk consequence	Risk mitigation
For example, you may require approval, have stretched resources, or time constraints for delivery.	Outline the potential consequence or impact of risk	Provide an explanation of how you will prevent or treat the risk or dependency.

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Approvals and Feasibility

Identify all approvals and permissions anticipated for the proposed activation or activations.

Consider whether the project may require:

- temporary road closure or road occupancy approval
- a Traffic Management Plan or traffic control
- Local Transport Forum (formerly Local Traffic Committee) consideration
- landowner or property approval, including Transport-owned asset owner or operator approval
- planning or development approval
- safety, security, accessibility, or emergency access and egress planning
- any other approval.

It is not expected that approvals will have been obtained at the time of application. Add one row for each anticipated approval or permission.

Activation Title **Approval or per Process to obtai Approver** **Expected timing**
mission likely to n approval
be required

Which activation does this relate to?	Identify what is likely to be required.	Outline the anticipated application, consultation or review process.	For example, council, Local Transport Committee, asset owner/operator, road authority, landowner/ planning authority.	When do you expect to obtain the approval? Must be a date. Must be a date.
	Other:			

Project Timeline

Please provide the key stages and deliverables required to develop, approve, deliver and evaluate the project.

Key Deliverables	Expected start date	Expected end date
	Must be a date.	Must be a date.
Planning and approvals Delivery of event/s Project Acquittal Other:		
Planning and approvals Delivery of event/s Project Acquittal		

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Other: 		
Planning and approvals Delivery of event/s Project Acquittal Other: 		

Budget

Each eligible Foundation Event can apply for \$350,000.

The approved grant amount is the total amount payable by Transport for NSW. If GST is payable in connection with the grant, Transport for NSW will not pay any additional amount above the approved grant amount.

Provide a high-level anticipated budget showing how the funding is expected to be allocated across the main project activities and expenditure categories. The budget should be based on the best information currently available and clearly distinguish the funded activation from Foundation Event business-as-usual costs. Please ensure you have reviewed the Program Guidelines to understand what funding can be used for.

A more detailed budget will be developed, reviewed and approved through the Draft and Final Event Delivery Plan milestones.

Co-contributions are optional and must be shown separately from Program funding.

Please Note: Project staffing and delivery costs must be directly attributable to the funded activation, reasonable and proportionate to the proposed scope, and approved by Transport for NSW. Funding cannot be used for permanent employee salaries, core business operations or general administrative costs.

Expenditure Type	Description	Amount Budgeted (ex. GST)
	E.g. Traffic control, event signage, outdoor furniture hire, musicians	Must be a dollar amount.
Other: 		

Total expenditure amount funded under the Program:

This number/amount is calculated.

This is the sum of all items listed in the budget breakdown and should be the amount requested under the Program: \$350,000 (GST inclusive). If the total does not equal \$350,000 please review and amend the budget.

Total Amount Requested

*

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What is the total financial support you are requesting under this grant?

Please ensure your budget totals the grant amount requested (\$350,000)

Co-contribution details

Co-contributions are not a prerequisite for funding. Co-contributions include any monetary contribution from sources other than the Program.

Do you intend to contribute, receive or seek any additional funding for the project, including applicant funding, sponsorship or funding from another source? *

- ☐ Yes
☐ No

Have you received or applied for another NSW Government funding program for any part of the project? *

- ☐ Yes
☐ No

Outline the co-contribution or other NSW Government funding, including whether it is confirmed. All amounts should be GST exclusive.

Contribution amount (ex. GST)	Source of contribution	Contribution status	What will the co-contribution be used for?
Must be a dollar amount.	E.g. specify the grant name, if it is from Council, NSW Government, Sponsors etc.		Provide a description of how the co-contribution will be used
\$			

Total expected proposed project budget including co-contributions

\$

This number/amount is calculated.
This is a sum of your total amount requested and co-contributions

Value for Money

* indicates a required field

Describe how the project delivers value for money and cost efficiencies. *

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Word count:

Must be no more than 250 words.

Consider how the proposed scope of events is proportionate to the funding amount, and how you will achieve value for money

Describe how the project delivers social, cultural and economic benefits for the community. *

Word count:

Must be no more than 250 words.

Financial and reputational viability

* indicates a required field

I confirm that the Applicant is financially solvent. *

☐ Yes

What are the key funding and revenue sources used to deliver the Foundation Event? *

Please upload your Organisation Financial Performance Report for the last three Financial Years. *

Attach a file:

A minimum of 1 file must be attached.

If three years of financial performance reports are not available, please upload most recent financial performance reports available. Please note: Applicants may be contacted by Transport for NSW's independent financial viability assessor, to undertake a Financial Viability Review and request any additional financial information required to complete the assessment.

Has the Applicant been the subject of any negative or controversial media coverage or involved in any legal disputes in the last three years? *

☐ Yes

☐ No

As you answered yes to the above question, please provide details. *

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Word count:

Must be no more than 150 words.

Transport for NSW may seek clarification or supporting information where potentially material adverse information is identified. Applicants will be given an opportunity to correct identity errors or respond to relevant information before a final due diligence decision is made.

Insurance

Does the Applicant have at least \$20 million public liability insurance? *

- ☐ Yes
- ☐ No

Attach evidence of liability insurance *

Attach a file:

A minimum of 1 file must be attached.
Maximum file size 25MB.

The Applicant must commit to securing this insurance before entering into a Funding Deed.

Does the Applicant have workers compensation insurance in accordance with NSW legislation? *

- ☐ Yes
- ☐ No

Attach evidence of workers compensation insurance *

Attach a file:

A minimum of 1 file must be attached.
Maximum file size 25MB.

The Applicant must commit to securing this insurance before entering into a Funding Deed

Supporting Documents

*** indicates a required field**

Please upload evidence as or from the NSW Foundation Event owner to demonstrate the secured rights to the event and any relevant approvals for the event *

Attach a file:

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A minimum of 1 file must be attached.

This may include event ownership or licence agreements, government or council approval documents, contracts, official correspondence, or public materials that identify the applicant as the Foundation Event owner.

Please upload any letters of support from proposed stakeholders, including local councils and the local creative sector and business community, if available.

Attach a file:

Concept imagery of the activation/s if available

Attach a file:

Please attach a map that indicates the overall Foundation Event footprint, if available.

Attach a file:

Declaration and Authorisation

* indicates a required field

Declaration

I confirm and warrant that I am an authorised representative of the Applicant (e.g. CEO, Chief Financial Officer, General Manager, Director, Chair of the Board, President, authorised manager etc).

Where this Application is submitted in the course of employment by a representative of any kind (e.g. authorised representative or agent) of the Applicant, you: (i) acknowledge and agree that the Applicant is deemed to be jointly and separately bound by this application; and (ii) represent and warrant that you have the authority to represent and bind the Applicant as contemplated by this provision.

By submitting this application form I hereby declare that:

- I agree for my project to be automatically considered in other NSW funding programs;
- I have read and understood each of the acknowledgements, agreements, representations and warranties provided above, and that each of these are true and correct;
- All information provided including the responses to each question in the relevant sections of this application is true and correct to the best of my knowledge;
- Any information contained in this application may be disclosed to other Government agencies, staff administering the program, and to external stakeholders (including consultants, lawyers and other advisers) as part of the assessment of this application;
- I am authorised to submit this application on behalf of, and have the authority to represent and bind the Applicant;

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- I understand that any false declaration may render this application ineligible/invalid; and
- All relevant conflicts of interest have been declared.
- I confirm that the applicant is the Foundation Event owner and owns or has secured the rights to the Foundation Event.
- I confirm that the proposed project is ancillary to the Foundation Event and is additional to business-as-usual delivery.
- I acknowledge that funding approval does not constitute approval to close a road, use a Transport-owned asset or undertake any activity requiring separate approval.
- I confirm that the applicant remains responsible for obtaining all necessary approvals and for the safe, compliant and timely delivery of the project.
- I confirm that Program funding will only be used for eligible expenditure in accordance with the [Program Guidelines](#) and the approved project budget.
- I agree to notify Transport for NSW promptly of any material change to the applicant's financial position, ownership or control, key personnel, project partners, location, scope, budget, timing, approvals, risk profile or delivery feasibility.
- I confirm that the information and estimates provided are accurate to the best of my knowledge at the date of submission.

Financial Viability Check

By submitting this application, the Applicant acknowledges and agrees to assist the TfNSW in its assessment and due diligence of the application including providing further information and documents to TfNSW in the assessment of the Applicant's financial viability.

Authorisation

I agree *

☐ Yes

Name of authorised person *

Title First Name Last Name

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Must be a senior staff member, board member or appropriately authorised volunteer

Position *

--

Position held in applicant organisation (e.g. CEO, Treasurer)

Phone number *

--

Must be an Australian phone number.
We may contact you to verify that this application is authorised by the applicant organisation

Email *

--

Must be an email address.

