

# 2019-20 Public Place Improvement Grant 2019-20 Public Place Improvement Grant Application Application PPIG201900005 From Bassett St Neighbourhood Group

## Application Form PPIG 2019-20

\* indicates a required field

### Applicant Details

#### **Applicant Contact Details \***

Bassett St Neighbourhood Group

If you are applying on behalf of an organisation, i.e. as secretary, president etc, please select organisation.

#### **Postal Address \***

21 Bassett St

Willunga SA 5172 Australia

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

#### **Phone Number**

#### **Mobile Number**

0406 498 232

#### **Email \***

bassettstreetreserve@gmail.com

Must be an email address.

#### **Website**

<https://bassettstreetreserve.wixsite.com/website>

Must be a URL.

### ABN if applicable

To find your ABN visit [The Australian Business Register](https://abn.gov.au/), then enter the number below and click 'lookup' to automatically populate the fields.

#### **Applicant ABN**

Information from the Australian Business Register

ABN

Entity name

ABN status

Entity type

Goods & Services Tax (GST)

DGR Endorsed

ATO Charity Type

ACNC Registration

Tax Concessions

# 2019-20 Public Place Improvement Grant

## 2019-20 Public Place Improvement Grant Application

### Application PPIG201900005 From Bassett St Neighbourhood Group

Main business location

## Project Details

\* indicates a required field

### Project information

#### Will this project take place within the City of Onkaparinga? \*

☒ Yes ☐ No - If no, the project is not eligible

For city ward map click here.

#### Project Title \*

Bassett St Reserve Community Forest

#### Short project description \*

A design plan proposal by residents to collaborate with council in improving the reserve was developed from our local survey, and fully approved. It includes pocket forests, nature play, creek rehabilitation. This grant would help fund flowering tree plantings -aerial gardens- and kerb planting "floats" in areas 5/6 along verges.

Must be no more than 50 words.

Provide a short description of your project - what are you out to do? This summary may be used for promotional and/or marketing purposes.

#### Estimated start date \*

01/07/2019

a date and no earlier than 1/7/2019

Projects have to start on or after 1 July 2019 to be eligible.

#### Is the project located on council land? \*

☒ Yes ☐ No

If no, please be aware that you need to submit proof of authorisation of use of land/asset by the landlord/owner of your project site.

#### Estimated completion date

30/06/2020

Must be a date.

If known, please tell us your estimated project completion date (must be prior or on 30 June 2020).

#### What is the location of the proposed project site? \*

Bassett St Reserve Willunga

#### Address

# 2019-20 Public Place Improvement Grant

## 2019-20 Public Place Improvement Grant Application

### Application PPIG201900005 From Bassett St Neighbourhood Group



#### **Why did you choose this location for the project? \***

The Bassett reserve is unique in its accessible placement at Willunga's heart, yet intimate, with "good bones"- interesting terrain, big trees, creek, BBQ, tennis courts- great "green lung" potential. Very popular with dog walkers, exercisers, young families. Our community group of local residents hope to enhance it further with these user's involvement.

no more than 200 words

#### **Select which Onkaparinga 2035 and Council's other relevant strategic plans your project relates to. \***

- ☒ People: An active, creative and learning city.
- ☒ People: A proud and positive city with people inspired to contribute and empower to lead.
- ☒ People: A diverse city that celebrates cultural expression, respecting past and embracing future.
- ☒ Place: A well-planned, managed and maintained green city that enables and promotes sustainable and healthy lifestyles.
- ☒ Place: A liveable and connected city with a rich mix of destinations, activities and experiences.
- ☒ Place: A fun, safe and inclusive city that is attractive to live in, work in and visit.
- ☒ Prosperity: a prepared city that values natural resources, landscapes and sustainable management.
- ☐ Prosperity: A city with a prosperous, diverse and competitive economy.
- ☐ Prosperity: A city with strong business investment and confidence within a changing wider economy.
- ☐ Arts and Cultural Development 2014-19 Strategic Management Plan
- ☒ Placemaking Strategy 2014-19

At least 1 choice must be selected.

For more information please refer to your guidelines, Onkaparinga 2035, and other strategic plans.

#### **Tell us how your project fits into the Onkaparinga 2035 and other strategic plans as identified by you. \***

The project supports Onkaparinga 2035's vision of strong vibrant communities, with residents within our neighborhood taking the lead on contributing to conserve and enhance areas of Bassett St Reserve. The first stage of the project has included liaison with council via officer Leanne Lawrence, working on areas 1-4 (maps attached- creek rehabilitation, nature play, shade trees, pocket forests) all council approved, supported as possible with machines/material assistance (e.g. Tree stakes/ ties, backhoe digging) but not funding. We have collaboratively placed boulders, rearranged small ones in the creek to meander/ waterfall the flow. We assisted YACCA in riparian zone planting and helped weed it. 13 highly decorative advanced deciduous shade trees were planted, staked, mulched, named and are kept regularly watered by us. All of the above activities are part of the first stage

# 2019-20 Public Place Improvement Grant

## 2019-20 Public Place Improvement Grant Application

### Application PPIG201900005 From Bassett St Neighbourhood Group

and have been planned and implemented by residents to create a greener more liveable space.

#### **Outline the projects outcomes, what would you like to achieve? \***

Grant funding enables us to start area 5/6 phase- flowering native shade trees behind public toilets and painting carpark verge railings; and linear pocket forest along drainage area verges (specifically trees attractive to Black Cockatoos, linking with Willunga/McLaren Vale wildlife conservation corridor).

Enrich and protect the reserve as a much greener place, especially floriferous trees.

Promote community networking/ mutual support in the process, and a friendly social texture in the whole area with more get togethers and knowing people by name.

Increase the attractiveness and variety of destination and activity nooks and crannies for a wide range of users.

Increase the complexity of microclimates, encouraging the experience of more diverse wildlife, especially small native birds.

Model a successful way for people to contribute to the environment and beauty of our neighbourhoods, through an accessible system of negotiating and collaborating with council.

Educational- Model a greater variety of suitable trees for domestic gardens in our locale as well as being a space large enough to include the experience of majestic trees.

For this funding grant we wish to have planted 60 partially advanced native trees with staking, ties and mulch; and an undulating float of 300 sturdy low blade leaved kangaroo paws, dianellas and lomandras along the kerb, to mitigate against the summer dust and dryness of the unsealed carpark.

We also wish to have refreshed the carpark's old permapine railings with a community painting session supervised by an artist- with soft tonal plant colours and fine paint drawings of insects and birds.

Describe what you want the project to achieve in terms of benefits for participants and/or others (200 words recommended)

#### **How have you identified the need for this project? \***

The whole thing started when a group of neighbours and children were playing down the creek, and got talking about how we would like to clean it up for the kids and plant more shade trees.

We ran a survey letterboxed to all the streets surrounding the reserve and collated the results (can provide this if required), which formed the basis for the original plan drawn up to present to council.

We met at the BBQ to look at the plan and discussed it around the neighbourhood.

We met with various council officers onsite to discuss ideas and site specific conditions and regulations that would need to be met.

As a result of impromptu meeting up when we water the trees planted before Christmas, we continue to talk and arrange small bits of work, like trimming fallen branches to place in the nature play area as a play resource. The social outcomes are already showing up as the basis for this project to be sustainable into the future.

Describe the specific issue or need you want to address (200 words recommended)

#### **Describe how the wider community will benefit from the project? \***

Extending the idea of Community Gardens, a model of a very accessible and flexible environmental project involving community. We think the Community Forest has similar social and educational benefits but is possibly easier, cheaper and more sustainable to run in terms of onsite resources needed and effort to run. This may be useful in these days of speed and lack of time.

# 2019-20 Public Place Improvement Grant

## 2019-20 Public Place Improvement Grant Application

### Application PPIG201900005 From Bassett St Neighbourhood Group

The project creates a much more attractive and comfortable and richly interesting place that is accessible to everyone.

Because the emphasis is on tree planting and natural place making, this project will create a long term gift into the future.

The fact of our experience of widespread support from all council members we have worked with, means that council reputation as a facilitator with an ear to the groundswell of community needs and energies, will be positively enhanced.

Willunga's image as a place of trees and environmental focus is strengthened by a practical on the ground sensory experience.

#### **What support do you have from other individuals/groups/organisations to deliver the project? \***

Council is supporting us with onsite meetings, a liaison officer, some trees from the nursery, machine work as possible, materials as possible, and in being responsive to fixing problems which we, as locals, are more aware of e.g. drainage erosion of paths, or leaving materials we need e.g. large fallen branches for the nature play area.

YACCA Youth and Community Conservation Action Group- creek plants and planting

WEC Willunga Environment Centre- auspicing

NRM National Resource Management- insurance

Plant propagation by Willunga Waldorf School. Aldinga Arts Ecovillage

Voluntary sponsorship of trees or gifts of trees by individual residents

#### **How will you measure the success of the project? \***

We have drone records to show the site before and will have more taken to record after works achieved, at major project points. Increased tree coverage in particular.

We are inviting comments to be written on working bee attendance records, and can chart some of the social impact also from attendance numbers and range of people.

We will be running a yearly survey to gauge the impact on reserve usage, activities and social interaction

We are keeping a spreadsheet of participation, hours worked, work done, materials and expenditures that act as a diary.

In discussion is the idea of keeping a diary to chart natural environmental changes, such as soil improvement, microclimate development, wildlife activity, improvement in flood mitigation as the creek forms its own bed after the work done.

A photographic history as trees grow, of the visual aesthetics enhancement- with for example autumn tree colour and spring blossom, summer bark shedding, and photo monitoring points established.

We deem as a measure of success that people already are stopping to talk to each other more, the number of neighbours they now are acquainted with is up by around 70%.

Reduction of council maintenance tasks, such as area of mowing reduced.

Describe the changes you will see if the expected outcomes of the project occur (150 words recommended)

#### **Will you work/collaborate with an artist? (please use local artist where possible) \***

☒ Yes

☐ No

Please contact the Public Arts Officer for further information about local community artists and to discuss your project, [mail@onkaparinga.sa.gov.au](mailto:mail@onkaparinga.sa.gov.au) or (08) 8384 0666.

#### **Artist details**

# 2019-20 Public Place Improvement Grant

## 2019-20 Public Place Improvement Grant Application

### Application PPIG201900005 From Bassett St Neighbourhood Group

#### **Who is your nominated artist? \***

Laura Wills

Please upload the artist CV with your application (in attachments and supporting documents).

Examples of similar work and/or relating images may also be included. Please acknowledge the source of your images etc.

#### **How will good environmental practices be incorporated into this project? \***

All planting and re-vegetation activities are undertaken with support from Council staff with training in best practice methods to minimize impacts on the site and ensure a high survival rate of plantings. Selection of plants are based on environmental benefits, habitat needs, suitability for the site, safety of users of the reserve, amenity value and in collaboration with relevant council officers.

Please see for example our Waste and Recycling Strategic Management Plan for information.

#### **How will you minimise risk to project participants and the public? \***

Site risk assessments are undertaken to identify hazards and implement control measures to reduce risks to the environment and the public.

We are being very well briefed and accompanied by our council liaison officer

We have the requisite forms to fill out on each occasion: hazard identification and risk control, volunteer incident report, volunteer registration form

Safety equipment like high viz vest, gloves, hand tools and a first aid kit always onsite whilst working

We match knowledge and physical capability to the person when choosing tasks.

Working bee process is set up with demonstrations of work and/or tool use.

This may include traffic management, personal protective equipment (PPE) and other Work Health and Safety measures.

#### **How will your group/organisation ensure that ongoing maintenance of the project is undertaken? \***

We are spreading tasks as thinly as possible so that no one feels an onerous burden e.g. there is a voluntary watering system which only asks each person to look after one tree of their choice, with back up support in case of sickness or absence

We are only choosing plants that require an absolute minimum of care for maximum results. There are no high maintenance ground gardens.

Our administrative tasks are shared so that no one person holds power or knowledge.

We are negotiating with council at every step so these things are ironed out as we go.

#### **How will you recognise and promote council support for this project? \***

Through resident networks, On Fliers through our local area when events are on e.g. painting the railings

On our website <https://bassettstreetreserve.wixsite.com/website>

and Facebook page @bassettstreetreserve

To other community groups thinking of doing a project

#### **Does your project require any council, state or federal government approvals? \***

☒ Yes

☐ No

☐ Unsure

This may include permits, Landowner Consent, site access agreements etc.

Government approvals

# 2019-20 Public Place Improvement Grant

## 2019-20 Public Place Improvement Grant Application

### Application PPIG201900005 From Bassett St Neighbourhood Group

#### Have the approvals been obtained? \*

- ☐ Yes ☒ No

#### Outline what the approval/s is/are needed for.

We are currently liaising with Leanne Lawrence Community Conservation Officer with Parks and Natural Resources Natural Areas Conservation Team. We will enter into a Memorandum of Understanding with City of Onkaparinga to implement the project. An application is currently pending for insurance through Adelaide and Mount Lofty Ranges Natural Resources Management Board for activities undertaken on council land. Willunga Environment Centre will auspice the project. All approvals and Insurance will be in place before June 30 2019.

## Budget

\* indicates a required field

The budget is a critical aspect of your grant application and will tell us how your project will be funded.

Please tell us about your expenses and contributions that are directly related to the delivery of your proposed project:

- **Project Expenses Cash**
- **Project Contributions: Cash**
- **Project Contributions: In-kind**
  - **You do not need to list your in-kind contributions again in the expenses section. Your total expenses will be calculated automatically for you.**

Your income and expenses total must match and balance. The final balance, i.e. your 'Final Total Project Expenditure Amount' minus your 'Final Total Project Income Amount' must be 0.

Please contact Kat McAteer, Grants Officer on 8381 7387 or [katia.mcateer@onkaparinga.sa.gov.au](mailto:katia.mcateer@onkaparinga.sa.gov.au) if you get stuck or have any questions with your budget.

## Project Expenses Cash

#### What are the expenses for the project?

List all your 'Project Expenses Cash' (Project Costs) in the 'Description of Cash Expenditure Items' fields provided below.

These should directly relate to the delivery of your proposed project.

What goods, services and/or labour cash expenses will you incur to be able to deliver your project? Whilst we require a reasonable level of detail, we do not require in depth ie: the number of screws you will be purchasing.

#### Examples could include:

- Direct labour Costs, Equipment costs, Material costs, Administrative costs and other costs.
- The details of your quotes for work/services



# 2019-20 Public Place Improvement Grant

## 2019-20 Public Place Improvement Grant Application

### Application PPIG201900005 From Bassett St Neighbourhood Group

- Materials or goods that you will purchase
- Labour costs, consultant or artist fees for any purchased labour

Description of Cash Expenditure Items	Cash \$
Plants	\$2,250.00
paint and brushes	\$385.00
tree guards and stakes	\$300.00
irrigation	\$690.00
planting preparation	\$970.00
artist fee	\$400.00

Please note that your in-kind contributions will be automatically added to your 'Final Total Project Expenditure Amount'. You are not required to add them as in-kind expenses manually.

#### Total Project Expenses Cash Amount

\$4,995.00

This number/amount is calculated.

#### Project Contributions: Cash

##### Where is your Project Funding coming from?

List your 'Project Contributions: Cash' (Project Income), in the 'Descriptions of Cash Items' fields provided below.

Include the amount you are seeking from council, what is your cash contribution. Is there any other cash received for the project (e.g. business sponsorship), other grant funding and so forth.

##### For example:

- What is the total financial support you are requesting in the application? The maximum contribution for the project is 50% of the total project cost up to \$5000
- List your organisations cash contribution.
- Other secured grant monies

Description of Cash Items	Cash \$
Funding amount requested from Council	\$4,995.00
Organisation cash contribution (0 or \$ amount)	\$0.00



# 2019-20 Public Place Improvement Grant

## 2019-20 Public Place Improvement Grant Application

### Application PPIG201900005 From Bassett St Neighbourhood Group

	Must be a dollar amount.

#### Total Project Contribution Cash Amount

\$4,995.00

This number/amount is calculated.

#### Project Contributions: In-kind goods/services and labour

Please list the details of the goods/services and labour that has been given on an in-kind basis to you for your project in 'Description of In-kind goods/services and labour Items' field provided below.

You must include the estimated value of these goods/services and labour that have been donated or provided on an in-kind basis to you and/or your organisation.

#### What is the In-kind labour donated to the project?

- All labour that is donated to the project needs to be included and calculated using the following formula:
  - a volunteer working in an unskilled position calculated at (?) hours x \$30 per hour = \$xxx
  - a volunteer working in a skilled position calculated at (?) hours x \$45 per hour = \$xxx

#### What are in-kind donations?

- Any items or goods that have been donated to you to complete the project.
- Checking prices online or with relevant suppliers may assist you in costing donated goods/materials.

Description of In-kind goods/services and labour Items	In-kind \$ value
--	------------------

volunteer planting and maintenance 163 hours	\$4,890.00
volunteer design and planning 22 hours	\$660.00
volunteer painting and design 30 hours	\$900.00

# 2019-20 Public Place Improvement Grant

## 2019-20 Public Place Improvement Grant Application

### Application PPIG201900005 From Bassett St Neighbourhood Group

Please note that your In-kind contributions will be added automatically to both, your 'Total Project Contribution In-Kind Amount' and 'Final Total Project Expenditure Amount'.

#### Total Project Contribution In-Kind Amount

\$6,450.00

This number/amount is calculated.

#### Final Total Project Expenditure Amount

\$11,445.00

This number/amount is calculated.

It is the sum of your 'Total Project Expenses Cash Amount' and your 'Total Project In-kind Contribution' Amount'

#### Final Total Project Income Amount

\$11,445.00

This number/amount is calculated.

It is the sum of your 'Total Contributions Cash Amount' and 'Total Project Contribution In-Kind Amount'

#### Balance (must equal zero)

\$0.00

Must equal 0 and balance, i.e. your Expenses minus your Income must balance.

#### What is the total cost of the project? \*

\$11,445.00

This number/amount is calculated.

This amount is based on your budget details.

#### What is the cash amount you are requesting from council? \*

\$4,995.00

What is the total financial support you are requesting in this application? Please note you cannot request more than 50% of the total project cost.

#### Could your project proceed if only partial funding was received? \*

☒ Yes

☐ No

Please note council may offer you a smaller amount than requested if the grant round is oversubscribed and you are successful. However, this is only possible if your project could go ahead with less funding.

#### What changes will be made to enable the project to proceed with the lesser funding amount? \*

Reduced plantings therefore reduced machine costs and other material costs.

In kind contributions (non financial support from council for your project)

#### Are there non-financial contributions you are requesting from Council (i.e. permit fees, toilets, buntings, bollards etc)? \*

☒ Yes

☐ No

Tell us what in kind support you are requesting

# 2019-20 Public Place Improvement Grant

## 2019-20 Public Place Improvement Grant Application

### Application PPIG201900005 From Bassett St Neighbourhood Group

Ongoing support from Council's Community Conservation Officer.  
Permit fees for community event with Artist

## Funding Details

\* indicates a required field

**Have you obtained any quotes for items and/or services? \***

☐ Yes ☒ No

If applicable, please upload a copy of any quotes with this application.

**Will the project be completed within the 2019-20 financial year? \***

☒ Yes ☐ No

**Is this your only council grant/sponsorship application for the 2019-20 funding period? \***

☒ Yes ☐ No

**Has your organisation received a grant/sponsorship from council in the last two financial years? \***

☐ Yes ☒ No

Any other comments

**Do you have any further information that is relevant to your application?**

## Attachments and supporting documents

Public Liability Insurance

**Upload your Public Liability Insurance (if applicable at point of application and not already provided to council)**

*No files have been uploaded*

Please note that we require you to provide your current Public Liability Insurance before any grant monies will be paid out as outlined in the guidelines.

Artist information

**Upload your artist details, i.e. CV, examples of work etc**

---

Filename: 1page CV19 LWills.pdf

File size: 96.3 kB

---

Filename: Laura Wills.jpg

File size: 300.9 kB

Please remember to cite the source of images etc.

# 2019-20 Public Place Improvement Grant

## 2019-20 Public Place Improvement Grant Application

### Application PPIG201900005 From Bassett St Neighbourhood Group

## Supporting documentation

Upload any additional relevant documents and/or images to support your application. This can include, but is not limited to, examples of work, sketches, letters of support etc.

Attachment title:

---

Filename: Bassett proposal to council.pdf  
File size: 240.5 kB

---

Filename: Letter of support.pdf  
File size: 300.1 kB

---

Filename: Project map.pdf  
File size: 605.6 kB  
Please remember to cite the source of images etc.

## Terms & Conditions

### Terms and Conditions

1. I certify that the statements and information provided (including attachments) in this application are true and correct.
2. I confirm that I have read and understood the [Grants Guidelines](#) and agree to abide by all terms and conditions as outlined therein.
3. The funds provided must be used for the approved project as detailed in the grant application.
4. Any changes to the project that would result in funding being expended other than as detailed in the application must not be undertaken without prior written approval by the City of Onkaparinga.
5. Where required, the project will comply with all the relevant codes, standards and applicable legislation including, but not limited to, Anti-Discrimination Act 1991, Child safety (Prohibited Persons) Act 2016, Disability Discrimination Act 1992 and Work Health and Safety Act 2012.
6. Applicants will be responsible for obtaining any relevant approvals for example use of council land/assets, road closures and permits.
7. It is the responsibility of the applicant/sponsoring body to obtain all necessary insurances and the City of Onkaparinga will not be held liable for any matter arising out of this grant.
8. The City of Onkaparinga be given written or printed acknowledgement of the funding in correspondence, media releases, invitations and any advertising or promotional material in relation to this project.

### Declaration

**I, the applicant (individual or on behalf of an organisation), declare that the information provided in this application is true and correct. I have understood the Terms and Conditions of the grant as outlined above and am duly authorised to prepare and submit this application.**

# 2019-20 Public Place Improvement Grant

## 2019-20 Public Place Improvement Grant Application

### Application PPIG201900005 From Bassett St Neighbourhood Group

**I declare**

☒ Yes

Successful applicants will be required to sign detailed Conditions of Funding tailored to their individual project.

**Declared by**

Ms Evette Sunset