

Get NSW Active 2025-26 Application FINAL

Form Preview

Get NSW Active 2024/25 Application

Instructions for Applicants

Before completing this form applicants should review the [Get NSW Active Funding Guidelines](#).

Incomplete applications and/or applications submitted after the closing date will not be considered. Changes cannot be made to submitted applications.

You will receive a confirmation email to acknowledge your application has been received. This is an automated response from the NSW Government Grants and Funding portal. Look for an email from service@smartygrants.com.au. You may need to check your junk mail. Do not reply to this email.

If you have any Get NSW Active grant related enquiries, email: activetransport@transport.nsw.gov.au

Application Number

This field is read only.

Program Details

Grant Program Name

This field is read only.

The program this submission is in.

Program vision and objectives

* indicates a required field

Program vision and objectives

Please review the below FY2025/26 Get NSW Active vision and objectives and consider if your project aligns with the program intent.

For FY2025/26, Get NSW Active assessment will prioritise funding of projects that have the greatest potential to increase walking and bike riding in NSW. The program's purpose is about encouraging uptake in active travel options, promoting healthy travel behaviours, and positively shifting the way people perceive active transport as a transport mode.

Projects might be large in scale, such as a new bridge that unlocks a range of new walking and bike riding trips, but smaller projects are equally strong candidates where they have potential for measurable impact. An example of a smaller project might be a combination of several footpath and road crossing upgrades within a village, delivered under one application, which together have the potential to reshape walkability for both residents and visitors.

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The objectives of the Get NSW Active program are to:

- deliver continuous and connected walking and cycling paths that take people on journeys and to destinations
- enable more people to comfortably walk and ride as part of their everyday travel
- facilitate children's and young people's independent mobility by improving safe walking and bike riding options for travel to and from school
- deliver quality place and public space outcomes that encourage walking and riding and contribute to vibrant and liveable neighbourhoods
- use innovative and creative design solutions that model best practice, and drive improvement in the quality of walking and riding facilities
- enable and encourage behaviour change, and shift community perception towards greater recognition of walking and riding as everyday travel options
- deliver walking and cycling connections that enable all people, regardless of age and gender to move freely within their communities.

I have read the above and confirm my project application aligns with the program vision and objectives *

☐ Yes

What makes a strong application?

In considering if your project is a strong candidate for funding, please review the following checklist.

While you may not answer yes to all these questions, the more your project aligns with these principles, the greater chance of it being successful for funding.

Will your project:

- make a big difference to the number of people walking or bike riding for their day-to-day trips?
- unlock significant new connections, or resolve major barriers for people who want to walk and ride bikes?
- be comfortable, low-stress, intuitive, and easy to use for a wide range of people?
- have few deterrents such as unshaded or noisy settings or places that feel unsafe?
- contribute to the character of the public domain in a way that enhances the place and creates settings where people enjoy walking and riding bikes?
- make walking and bike riding a priority mode, with few stop/starts and level changes at intersections?
- model excellence in design and innovation that strives for 'better than minimum' outcomes for people walking and cycling, and sets a precedent for continued design improvement into the future?

I have read the above and view my project as a strong candidate for funding under Get NSW Active. *

☐ Yes

Legal Acknowledgement

* indicates a required field

Disclaimer

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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. Transport for NSW does not accept any liability for such costs, whether or not this application is ultimately accepted or rejected; and
- it has read the Funding Guidelines for the Program 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 remain subject to the Government Information (Public Access) Act 2009 (NSW) (GIPA Act); and
- 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 the Department 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;

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- 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.

Transport for NSW uses the information you supply for processing and assessing your application. While Transport for NSW does not release your application as a matter of policy, under the Government Information (Public Access) Act 2009 or other lawful requirement, we may be required to do so. Transport for NSW may use the information you supply to us for the purpose of evaluating the grant programs.

Summary information on successful projects will be published on the NSW Grants and Funding website, the Transport for NSW website, and used in communication materials and activities.

Eligibility Confirmation

Please confirm this application meets the Program eligibility criteria:

- The application has been prepared and submitted by an eligible applicant and made by or on behalf of a Local Government Area (LGA) in NSW or Lord Howe Island or Unincorporated Far West Region.
- Funding is being sought for a project (or project stage) that will commence after **July 1 2025** and be completed prior to **June 30 2028** (or prior to **June 30 2027** if successful as a Get Kids Active project)
- Is an eligible project and facility type as set out in the Get NSW Active Funding Guidelines
- Projects can be operated and maintained for a minimum of 3 years beyond the funding period
- For Strategy/Plan project applications, the resulting document will align with all key document inclusions set out in the Get NSW Active Funding Guidelines
- Applicants will notify Transport for NSW if grant funding is secured from another source.
- Any applications for construction projects that proposed new Traffic Control Signals (TCS) or modifications to existing Traffic Control Signals (TCS) have either a signed Approval in Principle (AIP) form, or stamped and approved TCS plans.
- Funding is not being sought for any deliverables that are approved under an existing Get NSW Active grant.
- Funding is not being sought to supplement or 'top up' funding for a project that is already in progress and where funding shortfalls have emerged.

I confirm that the applicant and project is eligible according to the criteria outlined above and in the Funding Guidelines *

☐ Yes

Conflict of Interest Declaration

Please complete the conflict of interest declaration below. If the applicant is aware of anything relating to this grant application that may cause an actual, perceived, or potential conflict of interest you must select yes and provide further details of the identified conflict of interest.

An example might be a project that connects to a school where applicant or other staff members family members are enrolled, or is located on a street where a Councillor family member owns land.

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Providing information about grounds for a conflict of interest does not generally affect a project's eligibility to receive grant funding under the Get NSW Active program, however, it is important to ensure that information about possible conflicts are recorded to enable appropriate management and response.

Are there any actual, perceived, or potential conflict(s) of interest associated with this application? *

- ☐ Yes (you must provide details below)
☐ No

No more than 1 choice may be selected.

Provide further details relating to any actual, perceived or potential conflict of interest

Attach any information relating to the above declaration

Attach a file:

Count data

All successful projects will need to provide before and after usage count data (in accordance with the methodology and requirements to be set out in the project funding letter).

Requirements will range between 4 and 12 hours of count data over the project lifecycle depending on the project size and type.

We require the data to monitor and evaluate program outcomes, and plan for future rounds of Get NSW Active.

I have read the above and understand that I will need to provide count data if my application is successful *

- ☐ Yes

Assessment of applications

* indicates a required field

- Applicants should assume that assessment panel members have no prior knowledge of the project or project location and be aware that scoring of projects can only consider information submitted with the application.
- Applicants should ensure that all information required to understand the project details, outcomes and context is attached to the application and can be clearly understood by assessment panel members.
- No clarifications processes will take place with applicants (or Transport staff that may have knowledge of the project) during the assessment phase.
- Applicants should consider that even one incomplete or inadequate document attached in support of the application may reduce the overall assessment score, even if most of the documentation is otherwise adequate.

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I have read and understood the above *

☐ Yes

Contact Details

* indicates a required field

Applicant Details

Applicant *

☐ Individual ☐ Organisation

Organisation Name

Title First Name Last Name

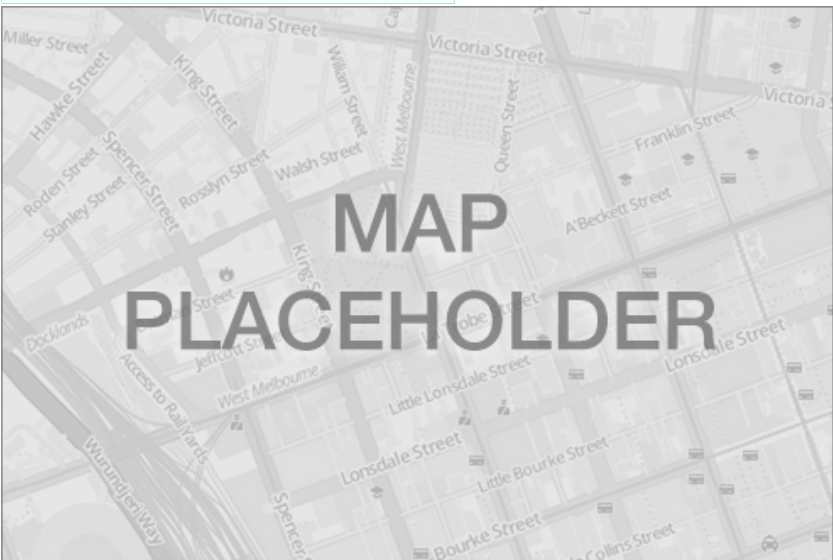
<input type="text"/>	<input type="text"/>	<input type="text"/>
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For organisations: please use the organisations full name. Make sure you provide the same name that is listed in official documentation such as that with the ABR, ACNC or ATO.

Applicant Primary Address

Address

<input type="text"/>
<input type="text"/>



<input type="text"/>	<input type="text"/>
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Applicant Postal Address

Address

<input type="text"/>
<input type="text"/>

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Applicant Primary Phone Number *

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

Applicant Email Address *

Must be an email address.

Applicant Website

Must be a URL.

Primary Contact Details

Primary Contact *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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This is the person we will correspond with about this grant.

Primary Contact Position *

e.g., 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 Other Phone Number

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

Primary Contact Email *

This is the address we will use to correspond with you about this grant.

Official Council Name

Please select from the following options

*

Albury City Council
Armidale Regional Council
Ballina Shire Council
Balranald Shire Council

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Bathurst Regional Council
Bayside Council
Bega Valley Shire Council
Bellingen Shire Council
Berrigan Shire Council
Blacktown City Council
Bland Shire Council
Blayney Shire Council
Blue Mountains City Council
Bogan Shire Council
Bourke Shire Council
Brewarrina Shire Council
Broken Hill City Council
Burwood Council
Byron Shire Council
Cabonne Council
Camden Council
Campbelltown City Council
Canterbury Bankstown Council
Carrathool Shire Council
Central Coast Council
Central Darling Shire Council
Cessnock City Council
City of Canada Bay Council
City of Lithgow Council
City of Parramatta Council
City of Ryde Council
City of Sydney Council
Clarence Valley Council
Cobar Shire Council
Coffs Harbour City Council
Coolamon Shire Council
Coonamble Shire Council
Cootamundra-Gundagai Regional Council
Council of the Municipality of Hunters Hill
Council of the Municipality of Kiama
Council of the Shire of Hornsby
Cowra Shire Council
Cumberland Council
Dubbo Regional Council
Dungog Shire Council
Edward River Council
Eurobodalla Shire Council
Fairfield City Council
Federation Council
Forbes Shire Council
Georges River Council
Gilgandra Shire Council
Glen Innes Severn Council
Goulburn Mulwaree Council
Greater Hume Shire Council
Griffith City Council
Gunnedah Shire Council
Gwydir Shire Council

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Hawkesbury City Council
Hay Shire Council
Hills Shire Council
Hilltops Council
Inner West Council
Inverell Shire Council
Junee Shire Council
Kempsey Shire Council
Ku-ring-gai Council
Kyogle Council
Lachlan Shire Council
Lake Macquarie City Council
Lane Cove Municipal Council
Leeton Shire Council
Lismore City Council
Liverpool City Council
Liverpool Plains Shire Council
Lockhart Shire Council
Lord Howe Island Board
Maitland City Council
Mid-Coast Council
Mid-Western Regional Council
Moree Plains Shire Council
Mosman Municipal Council
Murray River Council
Murrumbidgee Council
Muswellbrook Shire Council
Nambucca Valley Council
Narrabri Shire Council
Narrandera Shire Council
Narromine Shire Council
Newcastle City Council
North Sydney Council
Northern Beaches Council
Oberon Council
Orange City Council
Parkes Shire Council
Penrith City Council
Port Macquarie-Hastings Council
Port Stephens Council
Queanbeyan-Palerang Regional Council
Randwick City Council
Richmond Valley Council
Shellharbour City Council
Shoalhaven City Council
Singleton Council
Snowy Monaro Regional Council
Snowy Valleys Council
Strathfield Municipal Council
Sutherland Shire Council
Tamworth Regional Council
Temora Shire Council
Tenterfield Shire Council
Tweed Shire Council

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Upper Hunter Shire Council
Upper Lachlan Shire Council
Uralla Shire Council
Wagga Wagga City Council
Walcha Council
Walgett Shire Council
Warren Shire Council
Warrumbungle Shire Council
Waverley Council
Weddin Shire Council
Wentworth Shire Council
Willoughby City Council
Wingecarribee Shire Council
Wollondilly Shire Council
Wollongong City Council
Woollahra Municipal Council
Yass Valley Council

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

☐ Yes ☐ No

Applicant Organisation 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
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Applicant Organisation ACN or AIN *

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Project Details

* indicates a required field

This section asks for information or details about the project you are submitting for funding.

In the **Title** section below use the format "**street name, suburb name, facility type**" for design or construction projects, and the format, "**LGA/locality plan type**" for strategy/plan projects.

In the **Brief Description** section below, include street, suburb and project type plus any distinct features of the project. If the project is through a park or similar, include relevant information that will help identify the location (i.e. name of park).

If the application is successful, this will be used in public communications materials, including on the Get NSW Active website. Please ensure the information is accurate, clear, and approved by your organisation for public use.

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 *

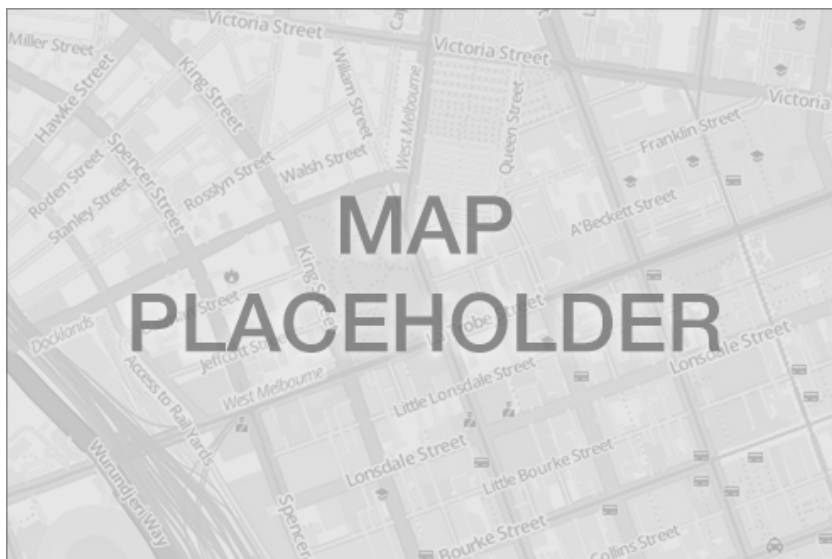
Anticipated end date *

Primary location of your initiative

Address

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Any, but at least one field is required.

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.

Select the project type *

- ☐ Walking
- ☐ Riding
- ☐ Walking and Riding

What project stage is the funding for? *

- ☐ Walking, riding or active transport strategy/plan
- ☐ Project design (feasibility assessment, concept design or detailed design)
- ☐ Project construction

Only one project stage can be selected.

Is the funding being sought for a Get Kids Active (construction) project? *

- ☐ Yes
- ☐ No

Applications for Get Kids Active funding must be a construction project, on a direct connection to the primary school and located within 500m of the school entry. Projects assessed as unsuccessful under Get Kids Active will also automatically be considered under Get NSW Active.

Would you also like to register interest for the Get Kids Active education and behaviour change initiative?

- ☐ Yes
- ☐ No

The behaviour change initiative is an opportunity for up to 10 successful Councils to receive a share of \$500,000 to develop and deliver a 'Walking and Riding Routes to School' project with their nominated school. More information is found on page 9 of the Funding Guidelines.

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Provide a summary of engagement that has occurred or is planned with the school about the project. *

Word count:

Must be no more than 150 words.

Attach any relevant letters or correspondence. (Letter template can be downloaded from <https://www.transport.nsw.gov.au/projects/programs/get-nsw-active>) *

Attach a file:

At a minimum, a letter from the school confirming support is required.

To be considered for the Get Kids Active education and behaviour change initiative, the project must:

- Have school principal's support for the proposed infrastructure and participation in education and behaviour change initiative
- Have an assigned council officer(s) to work directly with the identified school for the behaviour change lessons development and delivery

Please confirm you have read the above and the project will meet these requirements. *

☐ Yes

Why is the school a strong candidate for the education and behaviour change initiative?

Your answer can include information about: data that indicates high demand or potential for walking and bike riding within the school catchment, evidence of the school's support to increase participation in walking and bike riding, supporting data regarding percentage of students who live within walking and/or riding distance; recent or planned increases in growth/density in the area; any other relevant feedback from the community.

Describe the surrounding walking and riding network (or key routes) and how it can support walking and riding to the school?

For the 'Walking and Riding Routes to School' initiative to be effective, the existing footpath network surrounding the nominated school needs to be connected with few missing gaps. Attach a map and example images that shows evidence of the completeness of the walking and riding catchment of the school. (2km)

Attach any relevant documents.

Attach a file:

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If you are successful with this application for design stage funding, when would you anticipate the project would move to construction stage?

Must be a date.

Does the project propose any modifications to existing Traffic Control Signals (TCS) or the installation of new TCS? *

- ☐ Yes
- ☐ No

Do you have either a written Approval in Principle (AIP) or stamped and approved TCS plans confirming Transport support for the proposed TCS works? *

- ☐ Yes
- ☐ No

Attach relevant documentation *

Attach a file:

ERROR: Construction projects that include works to Traffic Control Signals (TCS) are not eligible for funding under Get NSW Active unless written Approval in Principle (AIP) or stamped and approved TCS plans are provided confirming Transport support.

Project Details (Continued)

* indicates a required field

Facility Type

What type of facility is proposed?

- ☐ Walking connection
- ☐ Raised pedestrian (or shared) crossing
- ☐ Continuous footpath treatment
- ☐ Kerb extensions
- ☐ Separated bike path
- ☐ Quietway
- ☐ Shared use path
- ☐ Shared zone

Please select the primary facility type. The answer will not impact on the application score.

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Please confirm that the proposed facility is consistent with guidance provided on footpaths in the Get NSW Active Funding Guidelines. *

☐ Yes

Please confirm that the proposed facility is consistent with the requirements set out in 'TS 02667 Continuous Footpath Treatments'. *

☐ Yes

Please confirm that the proposed facility is consistent with the guidance provided on Quietways in the Cycleway Design Toolbox, and that the facility is designed for 30kph (even if it will be posted at 50kph). *

☐ Yes

Please confirm that the proposed facility is consistent with the guidance provided on Shared Paths in the Cycleway Design Toolbox. *

☐ Yes

Confirm that the proposed facility will be posted with a 10kph speed limit. *

☐ Yes

What is the length of the proposed facility in metres? *

Must be a number.

Enter the number only, do not include the measurement symbol (e.g. 800)

What is the predominant width of the proposed facility in metres? *

Must be a number.

Enter the number only, do not include the measurement symbol (e.g. 3.2)

Project Alignment

Please attach an image showing the proposed project alignment, such as an aerial image with the project alignment clearly marked. *

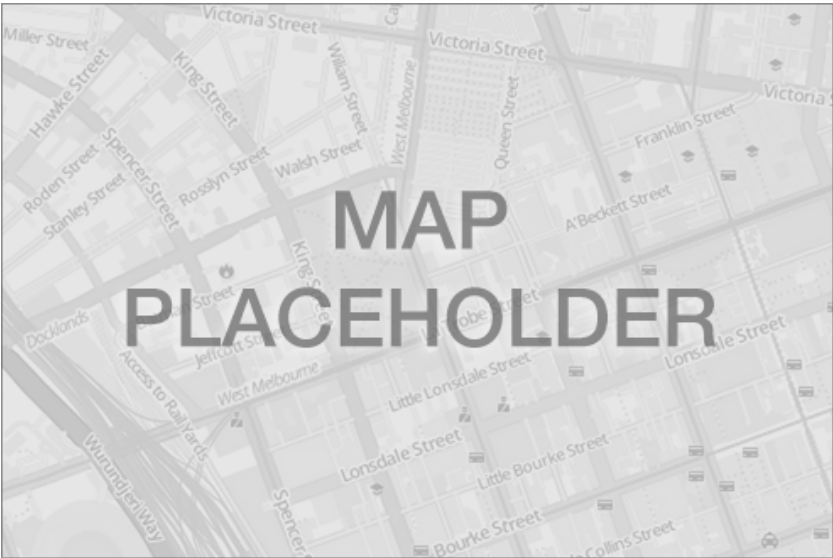
Attach a file:

On the map below, show the start point for the project

Address

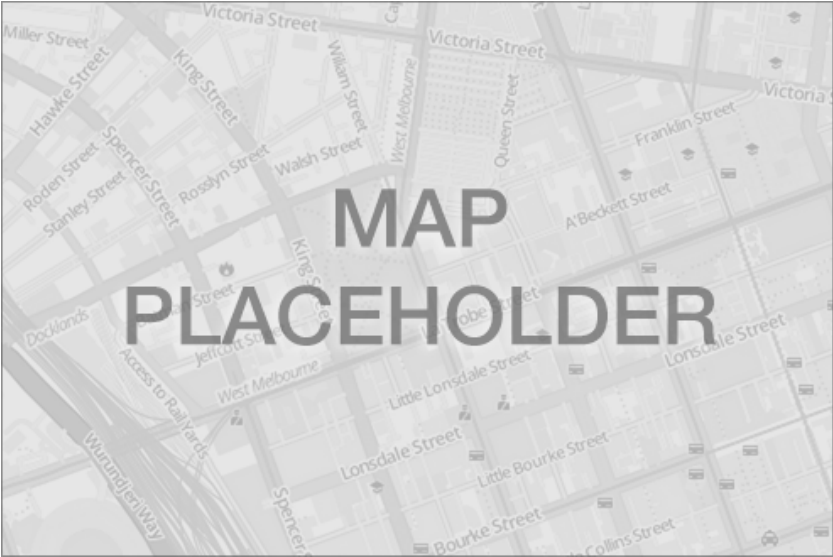
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On the map below, show the end point for the project.
Address



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Project Costs and Funding

* indicates a required field

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The questions in this section do not directly impact on application score except where specifically noted.

Applications can be made for up to 100% of the total project cost.

Applications can be made for the following amounts depending on project type:

- between \$30,000 and \$100,000 for strategy or plan projects
- between \$50,000 and \$1,000,000 for design projects
- between \$100,000 and \$5,000,000 for construction projects
- between \$100,000 and \$800,000 for Get Kids Active (construction) projects

Exclude GST from all amounts.

In **Total Project Cost** enter the estimated total value of the project (or project stage) that is the subject of this application (**including contingency allowance**). In **Total Amount Requested** enter the amount of funding being sought for that project (or project stage) from the Get NSW Active program (**including contingency allowance**). If 100% funding is being sought, Total Project Cost and Total Amount Requested will be the same.

Total Project Cost *

\$

What is the total budgeted cost (dollars) of your project?

Total Amount Requested

*

\$

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

ERROR: The Total Amount Requested for strategy/plan projects must be between \$30,000 and \$100,000!

Please update your Total Amount Requested.

ERROR: The Total Amount Requested for design projects must be between \$50,000 and \$1,000,000.

Please update your Total Amount Requested.

ERROR: The Total Amount Requested for construction projects must be between \$100,000 and \$5,000,000.

Please update your Total Amount Requested.

ERROR: The Total Amount Requested for Get Kids Active construction projects must be between \$100,000 and \$800,000.

Please update your Total Amount Requested.

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Applicant financial contributions

Provide details of financial contributions to the project being made by Council.

Applicant contributions are not mandatory, however, applications that include a contribution by Council **are likely** to attract a higher assessment score in the **Project management approach and ability to deliver the project** section of this application.

If 100% project funding is being sought, then enter \$0.

Total Applicant contribution *

\$

Must be a dollar amount.

What is the total monetary amount the applicant will be contributing to the project?

Other funding sources

Provide details of any funding being sought from other grants program, and if these have been confirmed or not? (Do not include contributions being made from applicant internal budgets in this section).

You can also attach any relevant documentation in the "Additional Project Documentation" question on page 11 of this form.

Funding source/grants program name	Status	Amount
		\$
Must be no more than 100 words.		Must be a dollar amount.

Project Contingency

Enter (in dollars) the contingency allowance for the project (the information provided must be consistent with the project cost estimate attached to this application).

Further guidance on contingency planning and management is provided in the Get NSW Active Funding Guidelines.

Total Contingency *

\$

Must be a dollar amount.

Funding for multiyear projects

For multiyear projects, fill in the funding amounts requested for year 2 and year 3 (the amount for Year 1 will be automatically calculated).

If funding is only being sought for one year, then leave \$0 in "2024/25 FY Funding" and \$0 in "Year 2026/27 FY Funding". (The information provided below must be consistent with information provided within the project schedule requested later in this form)

2025/26 FY Funding

\$

2026/27 FY Funding *

\$0

2027/28 FY Funding *

\$0

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This number/amount is calculated.

Must be a dollar amount and at least 0.

Must be a dollar amount and at least 0.

Funding of previous stages by Transport for NSW

Have earlier stages of the project been funded by Transport for NSW? *

- ☐ Yes
☐ No

Provide details below of the project most recently funded by Transport for NSW.

Program Name *

Year awarded *

Amount awarded *

\$

Must be a dollar amount and at least 0.

Project details/work completed *

Transport for NSW staff/division contact *

Word count:

Must be no more than 100 words.

Confirmation of Project Costs and Funding

*** indicates a required field**

AmountEntered

Total project cost

\$

This number/amount is calculated.

Total amount requested

\$

This number/amount is calculated.

Applicant contribution

\$

This number/amount is calculated.

Other funding

\$

This number/amount is calculated.

Funding difference

\$

This number/amount is calculated.

We expect that this should be zero if the sum of all funding sources equals the Total Project Cost.

% of TotalProject Cost

This number/amount is calculated.

This number/amount is calculated.

This number/amount is calculated.

This number/amount is calculated.

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Contingency allowance

\$

This number/amount is calculated.

This number/amount is calculated.

Note: Project contingency can only be accessed when a previously identified, inherent project risk, or contingent project risk occurs.

Confirm that the project costs and funding amounts are correct *

☐ Yes

Project Design and Strategic Merit

* indicates a required field

The questions in this section (and related documents provided) make up 60% of the total available application score.

Projects will score highest in this section where they closely align with the Active Transport Strategy, Walking Space Guide and Cycleway Design Toolbox.

The Get NSW Active assessment panel will consider the answers to the following questions, alongside related project documentation, to determine a score for each.

For some projects there may be a level of overlap between the answers for these questions.

Applicants should not be concerned if this is the case – the assessment panel will not be looking for exhaustive information, but for evidence that the project overall is well considered and aligns with key Transport for NSW policy and design priorities.

Network Connectivity

How will the proposed infrastructure improve the walking or cycling network? *

Word count:

Must be no more than 200 words.

Your answer can include information about: how the project enables direct or end-to-end walking or riding connections to a school or schools; how the project connects people to centres, public transport interchanges, greenspace or other trip generating land uses; why this project is needed and why it is identified as a priority; how the project connects to existing (or soon to be constructed) walking or cycling paths; if the project is specifically identified in a Council or NSW Government plan(s).

Design Quality

How is the proposed design or facility type appropriate for the location and the people that will use it? *

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Word count:

Must be no more than 200 words.

Your answer can include information about: the range of people able to use the facility and how it will meet their needs - you can mention specific community groups, for e.g. "TAFE students" or "visitors to the library"; how the facility might enable new customer types to choose walking or riding for everyday trips; design details included to make the project attractive and comfortable for people walking and/or riding (including path widths); how the facility type aligns with guidance provided in the Walking Space Guide and/or Cycleway Design Toolbox; any sustainability measures included as part of the design, construction or project outcomes, anything else that informed the decision on facility type.

Place Outcomes

What design elements are proposed to make a positive contribution to public space and improve the attractiveness of the facility for people walking or riding?

*

Word count:

Must be no more than 200 words.

Your answer can include information about features such as: lighting, trees and landscaping; rest stops and seating; finishes and pavement details; bike parking at destination points; measures to slow traffic; anything else you feel is relevant. For small/minor projects your answer might include information about how the project integrates with existing place features.

Safety Outcomes

How will the proposal improve the safety of people who are walking or riding? *

Word count:

Must be no more than 200 words.

Your answer to the following can include information about: any current safety issues identified; how the project will increase safety; any vulnerable user groups that will directly benefit from the safety improvements; how improvements to safety might increase rates of walking or cycling.

Project management approach and ability to deliver the project

* indicates a required field

The questions in this section (and related documents provided) make up 40% of the total available application score.

The Get NSW Active assessment panel will consider the answers to the following questions alongside related project documentation to determine a score for project management approach, and applicant ability to deliver the project. The score will be a single score that

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considers the range of project planning and management requirements. Higher scores will be achieved where applicants demonstrate the project is ready to proceed to the stage of funding being sought, and that the likelihood of variations to scope, cost and project schedule are low.

Projects may be assessed as failing to meet program requirements if documentation relating to any of the below questions is deemed insufficient or incomplete and risks major variation(s) or project withdrawal.

Documents attached in this section will also be used to inform the assessment in the **Project Design and Strategic Merits** section.

Planning & Design Documentation

Please attach an extract of the relevant page(s) from a Council plan/policy/meeting/etc that specifically identifies the project. *

Attach a file:

Documents can include Council minutes relating to the project, a planning/policy document that either directly or indirectly commits to the delivery of the project. Do not attach the whole document, only attach pages that are relevant to this application.

Provide a link to a relevant Council plan/policy that specifically identifies the project.

Must be a URL.

Please attach project design documentation.

Attach a file:

The design documentation provided should demonstrate that the project is ready to proceed to the stage for which funding is sought.

Project Site Images

Attach three to six images that show the project setting and any known project constraints. *

Attach a file:

A maximum of 6 files may be attached.

Project Schedule

Attach a project schedule *

Attach a file:

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The detail provided in the project schedule will vary depending on project size and type. The documentation provided should demonstrate that the applying organisation has identified and allocated sufficient time to each stage or milestone for the project.

Cost Estimate

We recommend using the cost estimate template available here [Get NSW Active | Transport for NSW](#). If using a different format, the level of detail must be equivalent or greater than the template. Applications that provide insufficient detail in the cost estimate, or that are missing key project items will receive a low assessment score for 'Project Management approach and ability to deliver the project'.

To use the template, download the template from the page, save a copy and then complete the template before attaching below.

Attach a cost estimate for the project. *

Attach a file:

Cost estimates will be reviewed, and higher scores allocated where all reasonably identifiable cost items have been included, where accuracy or benchmarking in costing is demonstrated, and where appropriate contingency has been allocated. The level of detail required will vary depending on the project. Projects may be assessed as failing to meet program requirements if cost estimates or contingency planning is deemed insufficient or incomplete and risks major variation(s) or project withdrawal. Guidance on the required contingency amounts is provided in The Get NSW Active guidelines.

Impact on NSW Government Land or Assets

Will the project impact any land or asset that is owned by the NSW Government (other than Traffic Control Signals)? *

- ☐ Yes
☐ No

Examples might include: State or regional roads; or land in rail corridors.

Provide details of the impact on NSW Government Land or Assets *

Word count:

Must be no more than 150 words.

Attach any documents confirming approval/support to proceed with the project relevant to the land or asset impacts. *

Attach a file:

Community and Stakeholder Engagement

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Has community and stakeholder engagement been undertaken for the project? *

- ☐ Yes
- ☐ Not yet
- ☐ Not required

Applications may be rejected if evidence has not been provided confirming that impacted community groups and stakeholders have been appropriately consulted. Include information about interested groups, service providers, land owners, political representatives and any other groups that might be relevant.

Provide a summary of key stakeholder impacts or concerns, and how these are being managed or responded to. *

Word count:

Must be no more than 150 words.

Include information about community groups, service providers, landowners, political representatives and any other groups that might be relevant.

Attach any relevant supporting documents such as consultation summary reports, community engagement plans and/or materials. *

Attach a file:

Provide a summary of planned engagement activities, potential impacts or concerns, and how these will be managed or responded to. *

Word count:

Must be no more than 150 words.

Include information about community groups, service providers, landowners, political representatives and any other groups that might be relevant.

Attach any relevant supporting documents such as community engagement plans and/or materials.

Attach a file:

Please explain why community and stakeholder consultation is not required. *

Word count:

Must be no more than 100 words.

Risk Management

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This section seeks to understand whether the applicant has identified and developed strategies to manage significant project specific risks. The answer only needs to identify **up to 5** of the **most significant** project specific risks, not be inclusive of all/minor risks.

In your response, consider issues such as:

- The interface between the project and NSW Government assets.
- Property acquisitions.
- Archaeological, environmental or heritage considerations.
- Strong community or stakeholder opposition.
- Site constraints or road safety challenges
- Uncertainty around latent conditions.

If project risks are identified by the assessment panel which have not been disclosed in the application, a lower score will be allocated for this section and/or the application may be assessed as not ready to proceed. Higher risk projects can score well for this section if evidence is provided that effective planning and risk management is in place.

Please include only one risk/issue per row up to five rows. Click the + button to add additional rows.

Include the risk in the left hand column and the corresponding management strategy in the right hand column.

Project risks	Management strategy
Must be no more than 100 words.	Must be no more than 100 words.

Attach any documentation relating to project risk management, such as a Risk Management Plan.

Attach a file:

Project authorisation

Which best describes the project *

- ☐ The project will be delivered under provisions within the TRAFFIC MANAGEMENT AND PEDESTRIAN WORKS TEMPORARY DELEGATION TO COUNCILS No.2
- ☐ The project has been considered and endorsed by the local traffic committee or equivalent
- ☐ Consultation with the local traffic committee is planned to take place at a later date
- ☐ Consultation with the local traffic committee is not planned as it is not required for this project

Further guidance on the TRAFFIC MANAGEMENT AND PEDESTRIAN WORKS TEMPORARY DELEGATION TO COUNCILS No.2 is available at <https://www.transport.nsw.gov.au/operations/roads-and-waterways/committees-communities-and-groups/committees-and-groups-0>

Attach the minutes of the Traffic Committee meeting where the project was endorsed. *

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Attach a file:

Provide a reason why the project does not need to be endorsed by Local Traffic Committee or why this can be undertaken at a later date. *

Word count:

Must be no more than 100 words.

Project Management

This section assesses the applicant's approach to project management. Your answer can include information about:

- Which area/division of the organisation will be responsible for the project management.
- If any external resources/consultants will be engaged to assist with project management.
- Similar projects delivered under Get NSW Active.
- Capacity to manage multiple projects if successful with multiple applications and /or have existing grants.

Describe the project management methodology you will use to deliver the project. *

Word count:

Must be no more than 150 words.

Provide an example where council has delivered a project of comparable scale and complexity within the last two years. *

Word count:

Must be no more than 150 words.

Additional Project Documentation

Attach any other relevant documents or studies that have been prepared for the project.

Attach other relevant documentation below

Attach a file:

Document requirements will vary depending on project size and type. Some applications may have minimal need for additional documentation, while other projects will require specialist studies and evidence of consultation and approvals. The documentation attached should demonstrate the applying organisation has satisfied project specific requirements and has all necessary approvals in place or in progress. Applications may be rejected where it is assessed that key information or documents are

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missing or incomplete. The Get NSW Active Program Guidelines provides a list of documents that may be required.

Provide any relevant information relating to documents or studies prepared for the project

Word count:
Must be no more than 150 words.

Additional project information

Provide any additional information you feel is relevant to the application. This question is optional and will not impact on scoring.

Word count:
Must be no more than 150 words.

Walking, Cycling or Active Transport Strategy/Plan Application

*** indicates a required field**

Funding under this category is primarily to assist organisations with no existing policy framework to commence the development of active transport projects. Accordingly, funding priority will be given to Councils that have no existing plan or existing plans older than 10 years.

Existing Plans

Does your organisation have any strategies or plans relating to walking, cycling or active transport? *

- ☐ Yes
☐ No

Provide details of any existing walking, cycling or active transport plans Council has and the year of publication. Include details of any Pedestrian Access and Mobility Plans (PAMPs).

Funding priority will be given to Councils which have no existing active transport plan or where existing plans are older than 10 years.

Existing Plan Type	Year Published	Plan Summary
<input type="radio"/> Walking/PAMP		Must be no more than 200 words.
<input type="radio"/> Cycling		

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☐ Active Transport

Mandatory inclusions if the strategy/plan is funded

Inclusion of the following is required in strategy/ plan documents funded under Get NSW Active:

- A list of priority projects and an implementation plan for these projects spanning a period no longer than seven (7) years.
- Strategic cost estimates for all projects proposed under the strategy/plan.
- A funding strategy for all projects identified in the strategy/plan, linked to known and accessible funding sources.
- A commitment to align with design guidance set out in the Walking Space Guide and Cycleway Design Toolbox.
- A summary of the outcomes of community and stakeholder engagement and how these informed the priorities of the strategy/plan

Please confirm these will be included in the Strategy/Plan if this application is successful. *

☐ Yes

Aims and Objectives of the Strategy/Plan

This question makes up 60% of the total available application score.

What are the aims or objectives of the proposed Plan, and how do these align with Get NSW Active program objectives? *

Word count:

Must be no more than 200 words.

Your answer can include information about: unmet demand or need for walking and bike riding facilities in the LGA; the number or type of projects that might be identified; relationship to organisational goals around increased participation in walking or bike riding; specific commitments to walking and cycling set out in other Council policies or plans (e.g. CSP, LSPS); specific groups that might benefit from improved walking and cycling facilities; specific projects that might be prioritised; proposed timelines for delivery of identified projects.

Project management approach and ability to deliver the project

This question (and related documentation provided) makes up 40% of the total available application score

Describe the project management methodology you will use to deliver the project. *

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Word count:

Must be no more than 200 words.

Your answer can include information about: which area/division of the organisation will be responsible for the project management; if any external resources/consultants will be engaged to assist; any policies or documents that confirm organisational support for the project (e.g. community strategic plans or Council meeting minutes); an example of a similar project that Council has delivered.

Cost Estimate (must be in Get NSW Active template format)

We recommend using the cost estimate template available here [Get NSW Active | Transport for NSW](#). If using a different format, the level of detail must be equivalent or greater than the template. Applications that provide insufficient detail in the cost estimate, or that are missing key project items will receive a low assessment score for 'Project Management approach and ability to deliver the project'.

To use the template, download the template from the page, save a copy and then complete the template before attaching below.

Attach a cost estimate for the project *

Attach a file:

Cost estimates will be reviewed, and higher scores allocated where all reasonably identifiable cost items have been included, where accuracy or benchmarking in costing is demonstrated, and where appropriate contingency has been allocated. The level of detail required will vary depending on the project. Projects may be assessed as failing to meet program requirements if cost estimates or contingency planning is deemed insufficient or incomplete and risks major variation(s) or project withdrawal. Guidance on the required contingency amounts is provided in The Get NSW Active guidelines.

Declaration and Authorisation

* indicates a required field

Declaration

The Applicant represents and warrants that this application has been submitted by 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 under both the Get NSW Active and Get Kids Active funding programs;

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- 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;
- I understand that any false declaration may render this application ineligible/invalid; and
- All relevant conflicts of interest have been declared

Authorisation

I agree *

☐ Yes

Name of authorised person *

Title

First Name

Last Name

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.

Applicant Feedback

You are nearing the end of the application process. Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

How did you find the online application process?

☐ Very easy

☐ Easy

☐ Neutral

☐ Difficult

☐ Very difficult

How many minutes in total did it take you to complete this application?

Estimate in minutes

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Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.

Word count:

Must be no more than 200 words.