

Creative Public Spaces Small Grant Guidelines 2025

1. Overview

The Creative Public Spaces Small Grants program is designed to seed fund the creation and presentation of temporary or permanent art projects, creative activations and interventions in public spaces across the Byron Shire.

Grants of up to \$5,000 are available for:

- Individual artists
- Creative producers
- Artist teams

2. Key dates

- 7 April 2025 – Creative Public Spaces grant round opens
- 16 May 2025 – Applications close
- 28 August 2025 – Decisions made at Council meeting - applicants advised after this date
- 30 June 2026 – Project must be completed, all funds spent and grant acquittal due

3. Objectives

The Creative Public Spaces Small Grants support projects that:

- creatively activate accessible outdoor public spaces
- activate public space through temporary interventions, projects, experiences, artistic platforms or artworks
- build audiences and offer innovative opportunities for community engagement and participation
- are community-driven and catalyse creative and community partnerships and collaborations
- use resources sustainably
- support employment and professional development opportunities for artists
- support diverse forms of creative expression for example ephemeral, digital, temporary or permanent artworks, performances, mini festivals, installations, happenings, workshops or creative activations that reimagine, activate or transform public spaces
- support accessible, inclusive and culturally appropriate creative activity
- demonstrate artistic merit, impact and viability

This small grant program aligns with the goals and objectives identified in our Arts and Culture Action Plan 2023 -2026 and Council's public art priorities.

4. Project Design Considerations & Assessment Criteria

Your project will be assessed against the following assessment criteria.

- 1. The degree to which the project meets the broad program objectives as set out in Point 3 above.**
- 2. Audiences, Engagement & Collaboration**
Ability to engage audiences in its development and/or presentation, for example:
 - a clear methodology for engaging with relevant stakeholders, or community engagement plan
 - if including Aboriginal cultural content demonstrates appropriate permission from local Aboriginal Elders
 - track record including demonstrated interest from audiences
 - supports diverse cultural expression and participation
- 3. Context**
The proposal is appropriate to the context, for example:
 - site specificity and suitability
 - connection with local themes, community values, and stakeholders
 - is lead by a local artist, producer or creative organisation (Northern Rivers based) and are locally determined arts and cultural activities
 - sustainability and environmental impact
- 4. Viability**
Ensures professional project execution through consideration of:
 - timeframe and budget
 - maintenance, provision for quality materials, durability / removal requirements
 - have considered safety and risk management and other approvals such as WWC, traffic control, PPE (required to submit at contracting stage if relevant)
- 5. Artistic Merit and Impact**
Quality of the project vision, ideas and artistic rationale, contribution to cultural vibrancy and contemporary arts practice including:
 - quality of past work, technical skills of the artist/s and demonstrated ability to upscale creative ideas
 - artistic, social, environmental impact and outcomes achieved through the work
 - innovation, originality, and experimentation
 - overall value for money relative to impact.

During the selection process consideration will be given to geographic spread of projects across the Shire.

Value for money, in-kind support or a third-party partnership contribution financial / in-kind / delivery support will be highly regarded.

Artist Teams or Artist/Producer collaborations must nominate one point of contact for all administration and communication with Council.

Council reserves the right to identify a strategic priority area for the funds in any given year.

5. Eligibility

These grants are open to Northern Rivers' artists and arts producers with a demonstrated ability to upscale creative ideas to deliver projects in Byron Shire.

To be eligible to submit an applicants must:

- be an Australian citizen or resident or hold a valid work permit; and
- live in the Northern Rivers

Requirements

- All items in the checklist and declaration (in the application form) must be supported with appropriate attachments. Note: incomplete applications will not be considered.
- The project will occur within the Byron Shire.
- The artist/artist team is Northern Rivers based and demonstrates relevant experience and capacity.
- Installation methodology is appropriately considered and outlined.
- Maintenance of any permanent artwork fits within identified budget.
- The artwork/project location is appropriate and relevant approvals can be obtained within the timeframe.
- The artwork/project does not pose a safety risk and meets relevant building and safety standards. The installation and construction documentation of the project is appropriate.
- The timeline for the project is achievable.
- Applicants will need to:
 - Provide an Australian Business Number (ABN)
 - Hold Public Liability insurance to the value of \$20 million
 - Have a current Working with Children Check, if applicable
 - Have all other necessary clearances, insurances, approvals or certificates (to be supplied at contracting stage)
 - Provide an updated project plan and delivery requirements, to be developed against payment schedule at contracting stage

Projects that include Indigenous Cultural and Intellectual Property or are working with Aboriginal Communities must provide written confirmation of support from relevant communities.

Applicants are encouraged to consider the environmental impact of their work and the responsibilities of art in the public domain, to ensure a healthy natural and built environment for future generations.

Projects are encouraged to demonstrate how they have considered environmental impact through production and presentation, in relation to:

- materials
- function
- content
- waste
- implementation
- installation
- maintenance
- overall contribution to green space.

Temporary activations or artworks can deliver high impact built and natural environment transformations, with low environmental impacts (such as a platform for changing digital projections).

Copyright

The successful artist/creative team will maintain copyright in their submissions. Council retains permission to use images and ideas in promotion of the grant round and the successful projects of grant recipients in Council promotions. Council will attribute artists in any promotion related to the program.

What cannot be funded?

- projects that do not creatively activate public spaces
- money for personal use, operational expenses, capital or equipment purchases
- projects outside the Byron Shire
- cash prizes or commercial gifts
- projects that have already commenced (funds will not be supplied retrospectively).
- production costs of films, videos, books or other publications.
- competitions, prizes and adjudication fees.
- fundraising events.

Outdoor spaces

If your application includes plans for activities in outdoor spaces such as streets, laneways, parks or open spaces, you must discuss your project with the Arts and Culture Officer before submitting an

application. Such spaces are used for a variety of purposes and restrictions may apply that could affect your project.

Permits are not required as part of the application process, however applicants must demonstrate awareness of any requirements that may have approval, timeframe or cost implications for the project budget. Successful applicants must obtain relevant approvals and permits before the grant is paid.

Applicants are strongly encouraged to review the [Byron Shire Council Events Guide](#) to ensure project approvals and requirements in public spaces are fully considered.

All artists who propose to loan temporary public artwork to Council should have their own insurance and public liability insurance. Proposals for permanent public art installations will require additional review through the Public Art Guidelines and the Public Art Assessment process.

Assessment Process

A selection committee will assess applications against the criteria and make a recommendation to Council about the grant project proposal. If Council endorses the recommendation, the applicant/s will be notified in writing that their project has been approved for grant funding.

- Once the project has been approved, work can commence
- An acquittal report will be required to receive the final instalment of funds which can be used to summarise the project, the purpose of the project, who was involved, the outcomes, how the money was spent and must include at least one photo
- Evaluation will be based on the Cultural development networks standardised outcome measures.

The funding pool is allocated at the discretion of Council and subject to budgetary constraints annually. Council reserves the right to include a strategic priority area in consideration of grants in any given year.

Projects must be submitted on the Application Form provided, with supporting information attached, if relevant. Each project will be evaluated based on the assessment criteria. Late or incomplete applications will not be considered. Projects must be completed by 30 June 2026. Applicants must have no outstanding grant acquittals or debts owing to Council.