NSW Sharing Scheme Grant Program Application Form
Form Preview

About the grant

* indicates a required field

Instructions for Applicants

The FY26-27 funding round will close to applications once the FY26-27 program funding of $2.1 million has been fully allocated, or by the application close date of 31 March 2027, whichever occurs first. The next funding round will open on 1 July 2027.

The assessment process is non-competitive. Applications must clearly and sufficiently respond to the criteria as there will not be any opportunity to provide additional information once submitted. Incomplete applications and/or applications received after the closing date will not be considered.

Before you begin your application, read the following documents:

- NSW Sharing Scheme Grant Guidelines - UPDATED NOVEMBER 2026
- TfNSW Bike and Micromobility Parking Guidance
- Applicant Frequently Asked Questions
- Authorities' Communications and Engagement Toolkit (for applicants who are seeking funding for Safety, Awareness and Education programs)

Available Support

- If you have questions before applying, please email: sharingschemegrants@transport.nsw.gov.au
- For technical support, visit the SmartyGrants Help Guide for Applicants webpage or check out the SmartyGrants Applicant Frequently Asked Questions

Submission Notice

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. This response will come from service@smartygrants.com.au. You may need to check your spam or junk folders. **Do not reply to this email with questions about your application**.

Application Number

This field is read only.

Program Detail

The NSW Sharing Scheme Grant Program will support the delivery of a suite of pre-defined works and activities that will improve the integration of shared devices across the transport network and promote positive community amenity, accessibility and safety outcomes.

Funding is available to authorities as defined under the Schedule 7 of the Road Transport (General) Amendment (Micromobility Shared Arrangements) Regulation 2026 to provide adequate parking for sharing schemes in their areas and safety, education and awareness programs to facilitate rider education.

Funding options include provision for footpath parking bays and on-street parking treatments, including marked parking bays, supporting infrastructure, wayfinding, maintenance renewal, and targeted community education activities.

Funding may also be used to support labour costs directly associated with delivery of the activities under the Grant Program for completed works as outlined in Section 2.5 of the Guidelines, and planned works to be completed in the 2026/27 and 2027/28 financial years.

Program Objectives

- provide authorities a funding source to support delivery of necessary infrastructure and education programs to effectively integrate sharing schemes into the local transport network
- promote and enable micromobility as a safe, accessible and sustainable transport option in NSW
- improve safety outcomes for riders, pedestrians, and the wider community
- reduce the impact of shared devices on urban amenity and the environment
- enable costs of operating services to be appropriately distributed, ensuring any new regulatory approach represents value
- enable Transport and the NSW Government to quantify the total investment across the state into infrastructure to support sharing scheme services
- mitigate financial barriers for the delivery of parking for shared devices.
- allow authorities to seek retrospective reimbursement for eligible infrastructure or education activities, and eligible labour costs, already delivered (or being delivered) to support sharing schemes in their area

Grant Program Name

This field is read only.
The program this submission is in.

Disclaimer

Applicant Acknowledgement

The Applicant acknowledges and agrees that:

- they have read the *NSW Sharing Scheme Grant Funding Guidelines* for the Program and is fully informed of the relevant program requirements.
- submission of this application does not guarantee funding will be granted for any project, and the Department 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 the Department does not accept any liability for such costs, whether or not this application is ultimately accepted or rejected.

I acknowledge that I have read the NSW Sharing Scheme Grant Guidelines and understand the eligibility criteria *

○ Yes

Use of Information

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

- if the application is successful, the relevant details of grant allocation 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), funding details, delivery locations, anticipated time for completion and amount awarded;
- the Department 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 the Department 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:

- the Department 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 the Department 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 the Department 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 Confirmation

Please declare this application meets the Program eligibility criteria:

- the application has been prepared by and is being submitted by an eligible applicant
- the applicant is an authority as defined in Schedule 7 of the *Road Transport (General) Amendment (Micromobility Shared Arrangements) Regulation 2026*
- they have a sharing scheme operating or planned to operate in their jurisdiction (for planned rollout - a proposal from the Operator is suitable as supporting evidence)
- they have not previously received funding from any other NSW Grant program or via a Memorandum of Understanding directly with an Operator for the proposed works
- projects can be delivered within **6 months** of the funding deed commencing

- funded infrastructure will be operated and maintained beyond the funding period **by the applicant**
- Applicants will notify the Department if grant funding is secured from another source

I confirm that the application is eligible according to the criteria outlined in the Program Guidelines *
○ Yes

Applicant Details

* indicates a required field

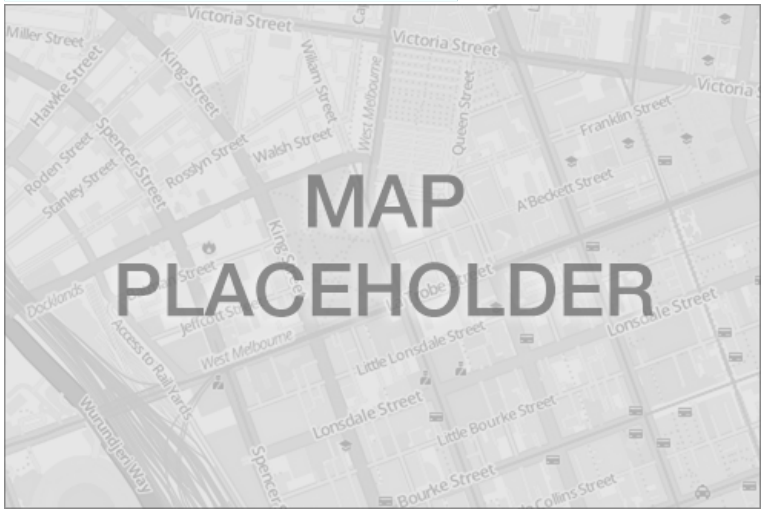
Applicant Details

Applicant *
○ Individual ○ Organisation
Organisation Name

Title | First Name | Last 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



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

Postal Address
Address

Primary Phone Number *

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

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.

Primary Contact Details

Primary Contact *
Title First Name Last Name

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 *

Must be an email address.
This is the address we will use to correspond with you about this grant.

Does the applicant have an Australian Business Number (ABN)? *
○ Yes ○ No

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.

Public Liability insurance

Please provide evidence that the applicant organisation holds Public Liability insurance *
Attach a file:

Applicants are required to hold at least $20 million public liability insurance in order to enter into a funding deed with the NSW Government. This will require a certificate of currency.

Application Details

* indicates a required field

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.

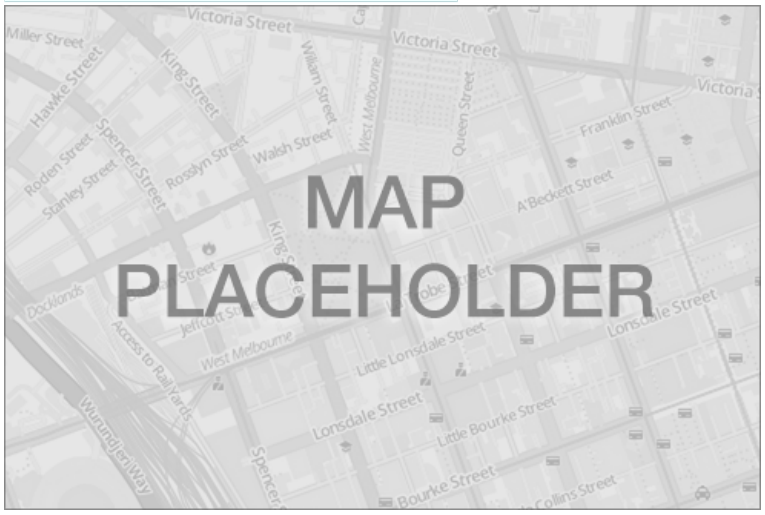
Anticipated start date *

If application is for retrospective funding, enter historic start date

Anticipated end date *

If application is for retrospective funding, enter historic end date

Primary location of your initiative *
Address



Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Coordinates Required. Country must be Australia
NOTE: As this application pertains to Sharing Schemes and multiple locations may be proposed, ensure this address is for the primary location of the initiative.

Landowners Consent

Are you the Landowner for the proposed locations in the application? *

○ Yes ○ No ○ Not Applicable

Activities involving the upgrade or construct on land not owned by the applicant must seek Land Owners Consent prior to commencing any works. If the application is not for infrastructure delivery, select 'not applicable'

Please provide evidence of landowner consent or support (if applicable).
Attach a file:

Example, this can be an approval from the CEO, General Manager, Executive Committee, Local Traffic Forum.

Funding Pathway

Is this application for retrospective funding as defined in Section 3.3.2 of the NSW Sharing Scheme Grant Guidelines - Works completed or in delivery? *

○ Yes ○ No

Retrospective Funding

Delivered Works - Parking Bays

Eligible authorities may apply for grant funding for eligible works delivered or commenced in 2025/2026 prior to the launch of the Program. Refer to **Table 3, Section 2.5** in the Guidelines for information.

Applicants **may only apply once per financial yea**r for works completed or in delivery.

Applying for works previously delivered **does not** preclude an authority from applying for a subsequent grant for future eligible works.

When completing this section, please ensure you have reviewed the assessment criteria in section **4.3** and the supporting documentation required in section **3.3.2 - Works completed or in delivery** in the guidelines.

Applicants must include details of the specific works delivered, quantities, timing, locations, justification of the approach, and evidence of spend (the rate card will not apply).

Eligible authorities claiming for works previously completed, must submit all claims in the one application. No subsequent applications for works completed will be accepted.

To submit your application, please use the templates where provided. Templates are available where required and can be accessed by clicking on the hyperlinks (indicated by blue font). Once complete, use the 'Supporting Evidence' file upload option to complete the section.

On-Path Submission Template

Use this template to provide supporting evidence.

Supporting Evidence: On-Path (footpath) documentation
Attach a file:

Refer to 'Delivered Works' criteria in Section 3.3.2

On-Street Parking - Applicant Guidance Document

Note: This exemplar should be read in conjunction with the *TfNSW Bike and Micromobility Parking Guidance - Section 8 - Providing shared device bike parking* and used to assist in the completion of the *On-Street Parking template* as supporting evidence.

Supporting Evidence: On-Street documentation
Attach a file:

Refer to 'Delivered Works' criteria in Section 3.3.2 and use template provided to upload supporting evidence

Criteria: Delivered works - Have works been delivered in line with expected standards, timeframes, and with relevant approvals obtained?
○ Yes ○ No
For infrastrucuture, the items must comply with Australian Standards, and works delivered have been through the relevant forums and committees to be endorsed prior to delivery.

Criteria: Delivered works - Provide any supporting evidence
Attach a file:

Criteria community need and benefit - Outline how works delivered align with community need and benefit

Word count:
Must be no more than 400 words.
Provide details of consultation and approvals obtained prior to delivery of works completed.

Criteria: Safety outcomes - Provide evidence of planning, safety and risk approvals or exemptions.
Attach a file:

Applicants are required to have completed risk and safety assessments, and where applicable, obtained the relevant Traffic/road authority approvals prior to delivery.

Criteria: Value for money - Provide proof of payment
Attach a file:

Retrospective funding can only be granted where there is evidence of works quoted and delivered. Ensure that you provide as much information as you can to support your claim. Where the applicant has engaged a 3rd party to deliver works, please refer to section 'Value for Money' in Section 3.3.2 of the guidelines.

Criteria: Previous funding - Have you received previous funding under the Program for works delivered?
○ Yes ○ No

Does this application include a claim for eligible labour costs?
○ Yes ○ No

Delivered Works - Safety, Education & Awareness Campaigns

Eligible authorities may apply for a grant funding for eligible works delivered or commenced in 2025/2026 prior to the launch of the Program.

Applying for works previously delivered **does not** preclude an authority from applying for a subsequent grant for future eligible works.

When completing this section, please ensure you have reviewed the assessment criteria in section **4.3** and the supporting documentation required in section **3.3.2 - Works completed or in delivery** in the guidelines.

For applications related to safety, education and/or awareness initiatives, applicants must provide evidence of the delivered works and its alignment to the Grant Program outcomes and how it aligns to the *Authorities' Communication and Engagement Toolkit*.

Applicants claiming for works previously completed, must submit all claims in the one application. No subsequent applications for works completed will be accepted.

Campaign Report
Attach a file:

Refer to 'Delivered Works' criteria in Section 3.3.2 focussing on the requirements for education initiatives.

Criteria: Value for money - Provide proof of payment
Attach a file:

Retrospective funding can only be granted where there is evidence of works quoted and delivered. Ensure that you provide as much information as you can to support your claim. Where the applicant has engaged a 3rd party to deliver works, please refer to section 'Value for Money' in Section 3.3.2 of the guidelines.

Does the application align to Transport's Communication and Engagement Toolkit
○ Yes ○ No

Works Yet to Commence

* indicates a required field

Parking Bays and Miscellaneous Pathway and Road Treatments

When completing this section, please ensure you have reviewed the assessment criteria in section **4.3** and the supporting documentation required in section **3.3.1 - Works Yet to Commence** in the guidelines.

Applicants must include details of the specific works planned, quantities, timing, locations, justification of the approach and treatment type, and evidence of spend (as outlined in **Sharing Scheme Grant Guidelines - *Appendix 1 - Grant rate card).***

To submit your application, please use the templates where provided. Templates are available where required and can be accessed by clicking on the hyperlinks. Once complete, use the 'Supporting Evidence' file upload option to complete the section.

On-Path (Footpath) Template

Use this template to provide supporting evidence.

Supporting Evidence: On-Path documentation
Attach a file:

On-Street Parking - Applicant Guidance Document

Note: This exemplar should be read in conjunction with the *TfNSW Bike and Micromobility Parking Guidance - Section 8 - Providing shared device parking* and used to assist in the completion of the *On-Street Parking Template* as supporting evidence.

Supporting Evidence: On-Street documentation
Attach a file:

Please ensure you have read Section 7 - Providing shared device parking in the TfNSW Bike and Micromobility Parking Guidance

Criteria: Deliverability, capacity and expertise - Detail the applicant's ability, capacity and expertise in delivering the proposed works.

Word count:
Must be no more than 400 words.
This can be based on delivering same/similar works as part of the applicants standard Capital Works program.

Deliverability, capacity and expertise supporting documentation
Attach a file:

See section 3.3.1 - Works yet to commence 'Deliverability, capacity and expertise' for relevant supporting documentation.

Criteria: Community need and benefit - Outline how proposed works align with community need and benefit

Word count:
Must be no more than 400 words.

Criteria: Safety outcome - demonstrate how any proposed locations have been risk and safety assessed to identify and address any potential safety hazards

Word count:
Must be no more than 500 words.
See section 3.3.1 - Works yet to commence 'Safety outcomes' for relevant supporting documentation.

Safety outcomes supporting documentation
Attach a file:

Criteria: Value for money - The applicant acknowledges that the rate card has been used to calculate proposed works and where they can deliver the works for less than the funded amount, remaining funds will be used to provide additional locations for parking. *

○ Yes ○ No

Should no additional parking be able to be provided, unspent funds must be managed in accordance with section 5.3 - Grant Agreement of the Guidelines.

Will this project include a claim for eligible labour costs?

○ Yes ○ No

Applications for eligible labour costs an estimate of labour, including role titles, time commitment and related costs in an excel format.

If yes, please provide an Excel sheet showing estimated labour costs,
Attach a file:

Safety, Education & Awareness Campaigns

For applications related to safety, education and/or awareness initiatives, applicants must provide evidence of how the proposed works are aligned to the Grant Program outcomes.

For applications to be deemed eligible, the applicant will be required to demonstrate how the safety, education or awareness campaign aligns to the *Authorities' Communications and Engagement Toolkit.*

Criteria: Safety outcome - Demonstrate how the proposed works clearly identify safety risks and how the delivery of funded items will address these risks

Word count:
Must be no more than 500 words.

Safety outcomes and other supporting documentation
Attach a file:

Please refer to the supporting documentation required in Section 3.3.1 of the Guidelines. This may include a creative brief, a concept design and/or papers from a Safety Committee forum.

Does the application align to Transport's Communication and Engagement Toolkit

○ Yes ○ No

Council endorsement

Criteria: Council endorsement - For proposed works the applicant must provide a summary of the approvals processes that this application has gone through. *

Word count:
Must be no more than 500 words.

Council endorsement supporting documentation *
Attach a file:

See section 3.3.1 - 'Council endorsement' for relevant supporting documentation

Outcomes

Outcomes

Please tell us about the outcomes you expect to achieve with the Grant funding. Generally, outcomes can be framed as a change in one or more of the following:

- Skills, knowledge, compliance, aspiration, motivation (these are generally immediate or short-term outcomes)
- Actions, behaviour, change in policy (these are generally intermediate or medium-term outcomes)
- Social, improved public amenity, rider behaviours, physical conditions of infrastructure (these are generally long-term outcomes)

Your outcomes	**How do your intended outcomes link to the Program outcomes?**	**Explanatory notes**
What changes do you expect will occur as a result of your project (e.g. Improved public amenity, reduced safety risks)? Please be brief. One per row.	Please explain how your intended outcome helps contribute to the Program Outcomes.	Add notes if you need to provide more context.

Financial Details

* indicates a required field

Funding Summary

The *Funding Estimator* assists applicants seeking funding for **planned works** with calculating the total amount of funding requested for this application. Please note, each application for planned works is subject to a total funding amount up to $200,000 (ex GST). Use the *Funding Estimator* to populate 'Total Amount Requested'. Applicants who seek a variation from the rate card should contact sharingschemegrants@transport.nsw.gov.au in the first instance.

The Funding estimator does not need to be used for applications for retrospective works and activities. However, applicants will need to upload a file containing itemised details of the funding being sought.

Please indicate whether any variation is being sought from the funding estimator in this application?

☐ No - the funding estimator has been uploaded
☐ Yes - a variation is being sought from the funding estimator for planned works
☐ Yes - this application is for retrospective funding and the funding estimator does not apply

Funding Estimate | Expense Claim Upload *
Attach a file:

For planned works applicants should upload the completed funding estimator, or if a variation is sought, a file containing the proposed value of funding sought with itemised details and justification for the variation. For retrospective works applicants should upload an file containing the value of the funding sought with itemised details of the expenses incurred and the required justification (in line with the guidelines)

Total Amount Requested *

$

Must be a dollar amount.
Use the Funding Estimate Sheet to calculate the total amount of financial support you are requesting under this grant.

Bank Details

Applicant Bank Account *
Account Name

BSB Number | Account Number

Must be a valid Australian bank account format.

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 in other NSW funding programs
- I agree for site inspections to be undertaken and for my project to be audited, if required
- I agree to retain all relevant records for the project for the periods required
- 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.

Organisation name *

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 i.e. 1 hour 60

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

GMS-SGA/Locn/2025 v2.0