

# Making



# Space

APPLICATIONS CLOSE

11:59pm Sunday 3 October 2021



Making Space:  
Guidelines Document (Updated 22 September 2021)



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The Brunswick Design District partners acknowledge the Wurundjeri Woi Wurrung people as the Traditional Owners of the lands and waterways in the area known as Moreland, and pay respect to their Elders past, present and emerging, as well as to all the First Nations' communities who significantly contribute to the life and culture of the area.



## Program Overview

The Brunswick Design District's 'Making Space' is a residency program that connects creatives with temporary spaces in key venues. The program aims to support the richness and diversity of creative culture in Brunswick and Coburg.

'Making Space' will offer 45 creatives a residency at one of our partner venues - Blak Dot Gallery, BRUDI (Brunswick Design and Innovation Centre), Brunswick Library, Brunswick Town Hall (Seat at the Table), Coburg Library, Schoolhouse Studios and Siteworks. A variety of spaces are on offer to suit different creative practices.

Each residency includes the use of a space for 1-5 months duration and a small stipend for the resident of \$1,000 (regardless of the length of residency). In addition to the space and stipend, each successful applicant will be provided with a venue contact to get them set up and ready to work on their project, and opportunities to network with other venues, artists and creatives.

Brunswick Design District (BDD) is a partnership between Creative Victoria, RMIT and Moreland City Council with the vision of Brunswick as a key precinct for creative and enterprise activity. 'Making Space' is funded by Creative Victoria's 'Creative Neighbourhood Partnership Pilot Program', Moreland City Council and RMIT.

The 'Making Space' program directly addresses the objectives of the Brunswick Design District, Moreland City Council's Council Plan, Placemaking Framework and Arts Infrastructure Plan, and Creative Victoria's 'Creative State 2025'.

### Objectives



*Slab RMIT Exhibition at Siteworks*

### Objectives

The objectives of the BDD 'Making Space' program are to:

- ■ Support a diverse range of creative individuals and collectives
- ■ Support and connect a network of creative venues
- ■ Develop multi-sector partnerships focused on strengthening two of Victoria's key creative neighbourhoods - Brunswick and Coburg

## Outcomes



*RMIT University, Brunswick Campus – Open Day 2019*

The key outcome of this program will be the successful applicant using this residency to develop, test or progress a project or concept.

This could include any number of activities ranging from the development of a grant proposal, prototyping a product or service, or working on a performance or artefact.

There is no mandatory requirement for a public outcome at the end of the residency.

It is possible that some suitable work will be recommended for a public outcome within Moreland. This will be subject to further commissioning.

# Our Spaces

The Brunswick Design District (BDD) 'Making Space' residency program offers successful applicants the opportunity to be hosted at one of seven venues across Brunswick and Coburg.

# Our Spaces

These venues are:

- Blak Dot Gallery**  
2 short-term residencies

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- BRUDI**  
3 long-term residencies

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- Brunswick Library**  
2 short-term residencies

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- Brunswick Town Hall — Seat at the Table**  
4 short-term residencies

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- Coburg Library**  
2 medium-term residencies

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- Schoolhouse Studios**  
6 medium-term residencies

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- Siteworks**  
27 short-term residencies

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These venues offer a mix of both private and shared spaces that fit a wide range of practices.

Each space offers different opportunities, with some being more suited to particular creative practices than others.

Residencies range from short-term (approximately one month) to long-term (approximately 4-5 months).

Minimum hours required for the residency vary per space. See listings in Appendix One for details.

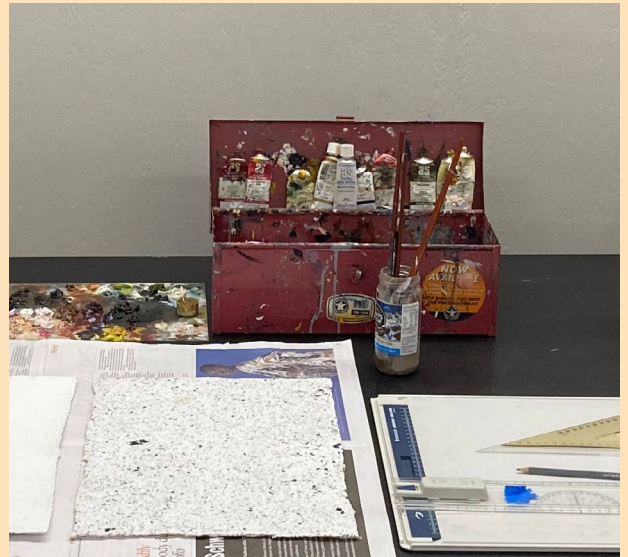
Refer *Appendix One – Space Listings and Photographs* for details on each residency space, accessibility, the length of residency and the type of creative practices they can accommodate.



## Timeline

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- **Applications open**  
Wednesday 1 September 2021
  - **Information session**  
Wednesday 15 September 2021
  - **Applications close**  
11.59pm Sunday 3 October 2021
  - **Assessment notification**  
December 2021
  - **Residencies held**  
December 2021- 3 June 2022  
(as determined by panel, host and successful applicant)

# Eligibility



2020 Making Space: Wendy Busch

This program is open to individuals and groups whose primary business is within the creative industries.

According to Creative Victoria, the creative industries encompass disciplines as diverse as games development and graphic design; fashion and film-making; independent theatre and industrial design; comedy and craft. They include activities that are commercially-driven and community-based, experimental and export ready, and everything in between.



2020 Making Space: The Last Collective

### Applicants Must:

- Have a connection to Moreland (for example live or work in Moreland)
- Be working toward creating a project, work, product or exhibition
- Be able to clearly address the objectives of the BDD and the 'Making Space' Program
- Demonstrate the proposed activity is consistent with Local, State and Federal laws including the Charter Human Rights and Responsibilities Act 2006 and the Victorian Equal Opportunity Act 2010

The program is open both to not-for-profit and commercial applicants.

## Program Preferences

The BDD encourages applications that align with the partnership's commitment to diversity, inclusion and respectful engagement with the wider community.

Preference will be given to applications that encourage and champion:

- Creatives from diverse cultural backgrounds
- Aboriginal or Torres Strait Islander Creatives and their culture
- Deaf Creatives
- Creatives that identify with having a disability
- LGBTQI+ Creatives
- Environmental sustainability
- Respectful partnerships with other creatives/ community groups and organisations

The BDD is also seeking to offer residencies to a diversity of creative practices through 'Making Space'.

## Ineligible Projects

- Activities and Projects that breach State Government and Commonwealth Government public health measures and restrictions to slow the spread of COVID-19
- Activities and projects that are not identified as within the creative industries
- Activities and Projects already partially or wholly funded by Council via other funding streams for the same activity in the same financial year
- Applicants who have lobbied or canvassed Councillors or Council Officers. This includes asking a Councillor or Council Officer to recommend or discuss your project with the assessment panel
- Applicants that have an outstanding Moreland City Council acquittal
- Applications where the recipient organisation/s promote and/or benefit directly from electronic gaming machines or from any form of gambling including sports betting and lotteries
- For this round of 'Making Space', due to the spaces on offer, we are unable to support the following artforms: music (rehearsal, performance or recording) and choral singing

## Application Process

### **SmartyGrants Online Submission Process**

- Familiarise yourself with these guidelines
- Attend the Making Space Information Session (or view the recording)
- Read through *Appendix Two - SmartyGrants Application Questions*
- Prepare your responses and support material as set out in Appendix Two
- Submit your application through Moreland City Council's online SmartyGrants administration platform ([moreland.smartygrants.com.au](https://moreland.smartygrants.com.au))
- An automated confirmation email will be sent with a PDF copy of your submission for your records
- No late applications will be accepted

*Applicants can only make one application.*

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### **Alternative Application Process**

You can speak with the Arts Infrastructure Officer, Anna Held, if you need to apply a different way (for example, if you need to submit a video application).

Email: [arts@moreland.vic.gov.au](mailto:arts@moreland.vic.gov.au)

To speak with an interpreter, call [Translating and Interpreting Service National](#) (TIS) on 131 450.

They can connect you to Moreland City Council (client code 103 237). Ask to be directed to Anna Held , extension 2334.

Anna Held is available to take phone calls on Mondays, Tuesdays and Wednesdays.

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### **SmartyGrants Application Questions**

Please refer to *Appendix Two - SmartyGrants Application Questions* for a full list of questions.

## Assessment Process

The BDD is committed to ensuring that the assessment of all residency applications is coordinated in a fair and transparent manner. The Assessment Process will be as follows:

- Applications will be assessed initially by Council Officers to ensure the application is complete and meets the eligibility requirements
- If the application is deemed eligible, it is progressed to the next stage of assessment by an assessment panel

- A Report outlining the Panel's recommendations will be prepared for the Director Engagement & Partnerships for endorsement

Applicants will be notified of the outcome of their application.

*Please Note: Due to the large volume of applications we anticipate receiving, application feedback will not be provided for this program unless requested.*

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## Assessment Criteria

The applications will be assessed and scored by an assessment panel who will examine how clearly the proposed activity aligns with the Program Objectives and shows the following qualities:

- **Creative Merit (35%)**  
The application demonstrates dedication, professionalism and creative merit, at a level appropriate to their career stage and type of practice.
- **Applicant Impact and Benefit (35%)**  
The applicant and project will clearly benefit from the residency.
- **Community Impact and Benefit (30%)**  
The project enhances the diversity of creative practices participating in the program and positively contributes to Moreland and its creative communities.

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## Conflict of Interest

All those involved in the assessment of applications must declare any conflict of interest that exists including, but not limited to, personal or business connections with any applicant.

The Assessment Panel member is required to step down from participating in any vote or decision making process undertaken regarding the specific applicant.

## Funding Terms and Conditions

Successful applicants will be required to:

- Enter into an agreement with Moreland City Council and provide payment details for processing the stipend
- Enter into an agreement with the venue host
- Work with the 'Making Space' team to report on their experience of their residency and progress
- Adhere to any Code of Conduct, Site Rules or similar requirements of each residency's venue
- Consent to participate in photography or filming during the residency for documentation and promotion of the program
- Acknowledge the Brunswick Design District by using logos on all promotional material relating to the activity with the accompanying text 'This event has been proudly supported by the Brunswick Design District through the 'Making Space' program'
- Obtain any relevant legal permissions with regards to copyright and intellectual property rights
- Attend at least two of the 'Making Space' networking events for creatives in the program
- Submit a brief Acquittal Report at the conclusion of the residency

## Copyright and Intellectual Property

Where an activity will use copyright material, or another entity's intellectual property, it is the applicant's responsibility to seek and obtain all the necessary permissions. All intellectual property rights within the application and delivery of the Event / Activity / Project will be held exclusively by the applicant/s.

## Covid-19 Considerations

Moreland City Council acknowledges that we are all currently experiencing unprecedented change due to COVID-19 and this may affect the 'Making Space' program. Council is committed to working with our creatives on a case-by-case basis if they need to alter a residency to ensure it meets all State and Commonwealth Government public health measures and restrictions in place at the time of the residency. This may include having to move a residency from a studio space to at home. Please make sure you get in touch with the Arts Infrastructure Officer to discuss any issues.





If you have any questions, please attend our Information Session on Wednesday 15 September (follow Arts Moreland on Facebook for event details). A recording of the session will also be made available after the event.

Other enquiries can be sent by email to [arts@moreland.vic.gov.au](mailto:arts@moreland.vic.gov.au)



# Making



# Space



### 3 Introduction

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### 4 Blak Dot Gallery

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- Blakademy short-term residencies

### 6 BRUDI (Brunswick Design and Innovation Centre)

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- Space 1 long-term residencies

- Space 2 long-term residencies

- Space 3 long-term residencies

### 10 Brunswick Library

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- Maker Space short-term residencies

### 17 Brunswick Town Hall

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- Seat at the Table medium-term residencies

- Tower Room Office medium-term residencies

### 6 Coburg Library

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- Maker Space medium-term residencies

### 7 Schoolhouse Studios

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- Studio Hut 1 medium-term residency

- Studio Hut 2 medium-term residency

- 4 pillars space

- Office space

### 17 Siteworks

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- Writing Room short-term residencies

- House-Room 2 short-term residencies

- Edit Suite short-term residencies

- Office short-term residencies

- Workroom 5 short-term residencies

- Art Room short-term residencies

- Workshop short-term residencies

- Workroom 7 short-term residencies
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# Introduction



This listing is an appendix to the 'Making Space' Guidelines document.

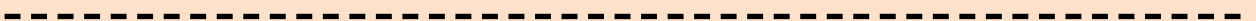
It lists the spaces at each venue that are offered as part of the 'Making Space' program.

Each listing provides details about access, the types of creative practices it may suit, the length of the residency and other information that will help you decide which space is the right fit for your project.

All Venues provide free wi-fi as part of the residency.

If you have any questions about any of the spaces, please email [arts@moreland.vic.gov.au](mailto:arts@moreland.vic.gov.au) or attend our 'Making Space' information session on Wednesday 15 September (follow [Arts Moreland on Facebook](#) for more information).

*Please note: This space listing is accurate at the time of publication. Due to the ongoing lockdowns in Victoria, some images and information are currently missing. We will be updating this information as we get further details.*



# Blakademy

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**Location** 33 Saxon Street, Brunswick  
**Website** [Blak Dot Gallery](#)

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## Venue Overview & What it has to offer:

Blakademy offers a dedicated critical Indigenous learning space for First Nations Creatives and a home for First Nations community collectives. Blakademy is Australia's first dedicated Blak and People of Colour library with the objective of compiling the most comprehensive collection of Indigenous and POC Books, academic writings and oral histories, stories, films, etc and making them available for our communities. Housing a large collection of global and local Indigenous and non-European diasporic texts (catalogues, mono-graphs, anthologies, magazines), as well as hot desks for study or group workshops, reading and writing and community meeting space.

## Accessibility Summary:

Accessible Toilet, can accommodate Registered Assistance & Companion Animals, one Access Car space available on site.

## Getting There:

- Tram** Route 19, Stop 21 - located corner of Sydney Rd and Glenlyon Rd/ Dawson Rd – Brunswick Town Hall/Sydney Road. Not Accessible
- Bus** Bus 506 – Sydney Rd / Glenlyon Road, 3-min (200m) walk on mostly level footpaths. Not Accessible
- Train** Upfield Train Line - Brunswick Station, 5-min (450m) with mostly level footpaths. Wheelchair Accessible  
Upfield Train Line - Jewell Station, 7-min (600m) with mostly level footpaths. Wheelchair Accessible
- Bike** Secure Bike area and shower facilities available. Upfield Bike Path.
- Car** No on-site parking. Paid-parking available across from Brunswick Baths, Woolworths and surrounding streets.

## COVID-19 Considerations:

Creative Residents are required to check in via the venue's QR code.

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## Residency Duration:

Short-term residencies  
 1 month duration.  
 Minimum hours required: 20 hours.

## Number of Residencies available:

2 available for First Nations creatives only.

## Number of Spaces available and Names:

Blakademy

1– Blakademy



**Space Location:**  
2nd floor, Siteworks,  
(main community house)

**Availability:**  
Mon-Sun, 7am-11pm,  
December 2021 to 3 June 2022

**Suitable Practices:**  
Computer based work  
(Writing, journalism, research,  
animation, video editing, graphic design,  
architecture etc.); Idea, product or  
program design and development;  
Event or project planning; Film /  
Projection art

Room Specifications:

**Dimensions:**  
7.5m x 7.5m

**Power Points:**  
5

**Furniture:**  
Desk, chairs, tables, desk lamps, computer  
screens Audio recording space

**Lighting:**  
Fluorescent batons, natural day light

**Ventilation**  
TBC

**Sound:**  
An audio room is set up with minimal  
sound proofing

**Shared Space Storage:**  
Shared with other bookings

**Security**  
Access Pass/ Keys will be provided to  
the successful applicant.

# BRUDI (Brunswick Design and Innovation Centre)

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**Location** 420 Victoria Street, Brunswick 3056  
**Website** brudi.com.au

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## Venue Overview & What it has to offer

Ethical Property is creating a new innovative and vibrant “campus” at 420 Victoria St, Brunswick, to help creative people in and around Moreland explore their practices and how these may be developed into businesses, opportunities and solutions. Building on their entrepreneurial spirit and innovative flair to provide financial security and job opportunities for others. Our purpose is to provide space to allow innovative thinkers and their organisations opportunities to achieve more than they could elsewhere, and so to help grow the social change sector by being Easy to Work With #ETWW, and providing spaces that are Easy to Work In #ETWI.

BRUDI’s residency offers a community of creative and innovative thinkers, Communal kitchen and amenities, 24-hour access, Fast WIFI internet, A blank canvas to work from and the opportunity to leave your mark on the site.

## Accessibility Summary:

This venue is not accessible for wheelchair users. Venue can accommodate Registered Assistance & Companion Animals.



## Getting There:

**Tram** Route 19, Stop 23 - located near corner of Sydney Rd and Victoria St, 7-min walk (500m). Not Wheelchair Accessible  
 Route 19, Stop 19 - located near corner of Sydney Rd and Brunswick Rd, 16-min walk (1.6km). Wheelchair Accessible

**Bus** Route 508 – Victoria St / Gardner St , 1-min walk (100m) on mostly level footpaths. Not Accessible  
 Route 509, 951 – Brunswick Railway Station / Victoria St, 4-min walk (350m) on mostly level footpaths. Not Accessible

**Train** Upfield Train Line - Brunswick Station, 5-min (450m) walk with mostly level footpaths. Wheelchair Accessible

**Bike** No secure Bike area

**Car** On Site Parking and Timed Street Parking. Accessible parking is available in Building Car Park

## COVID-19 Considerations:

Creative Residents are required to provide and maintain their own COVID-19 Safe Plan and electronic QR Code for contact tracing purposes

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### Residency Duration:

Long-term residencies - 4-5 months duration.  
 Minimum hours required: 100 hours.

### Number of Residencies available:

3 available

### Number of Spaces available and Names:

1 – BRUDI Space One  
 2 – BRUDI Space Two  
 3 – BRUDI Space Three

1– Space 1



**Space Location:**  
Building B, First Floor 1B15

**Availability:**  
24/7 access,  
3 January 2022 to 3 June 2022

**Suitable Practices:**  
Computer based work: (Writing, journalism, research, animation, video editing, graphic design, architecture etc);  
Idea, product or program design and development; Event or project planning;  
Film / Projection art; Visual arts;  
Painting; Fashion design and making;  
Textiles / Weaving; Installation development; Ceramics

**Room Specifications:**

<b>Dimensions:</b> 28sqm	<b>Sound:</b> No
<b>Power Points:</b> TBC	<b>Shared Space Storage:</b> Sole Access
<b>Furniture:</b> None	<b>Security:</b> Access Pass/ Keys will be provided to the successful applicant
<b>Lighting:</b> Fluorescent batons	<b>Other Considerations:</b> Please note this space is not accessible to wheelchair users
<b>Ventilation:</b> Openable windows	



2– Space 2



**Space Location:**  
Building B First Floor, 1B16

**Availability:**  
24/7 access,  
3 January 2022 to 3 June 2022

**Suitable Practices:**  
Computer based work (Writing, journalism, research, animation, video editing, graphic design, architecture etc.);  
Idea, product or program design and development; Event or project planning;  
Film / Projection art; Visual arts;  
Painting; Makers / Crafting; Printmaking;  
Model making; Sculpture; Fashion design and making; Industrial design making;  
Non-machine based wood working;  
Textiles / Weaving; Ceramics

**Room Specifications:**

**Dimensions:**  
28sqm

**Power Points:**  
TBC

**Furniture:**  
None

**Lighting:**  
Fluorescent batons

**Ventilation:**  
Openable windows

**Sound:**  
No

**Shared Space Storage:**  
Sole Access

**Security:**  
Access Pass/ Keys will be provided to the successful applicant

**Other Considerations:**  
Please note this space is not accessible to wheelchair users

3– Space 3



**Space Location:**  
Building B First Floor 1B17

**Availability:**  
24/7 access,  
3 January 2022 to 3 June 2022

**Suitable Practices:**  
Computer based work (Writing, journalism, research, animation, video editing, graphic design, architecture etc.); Idea, product or program design and development; Event or project planning; Film / Projection art; Visual arts; Painting; Makers / Crafting; Printmaking; Model making; Sculpture; Fashion design and making; Industrial design making; Non-machine based wood working; Textiles / Weaving; Ceramics

**Room Specifications:**

<b>Dimensions:</b> 34.31sqm	<b>Sound:</b> No
<b>Power Points:</b> TBC	<b>Shared Space Storage:</b> Sole Access
<b>Furniture:</b> None	<b>Security:</b> Access Pass/ Keys will be provided to the successful applicant
<b>Lighting:</b> Fluorescent batons	<b>Other Considerations:</b> Please note this space is not accessible to wheelchair users
<b>Ventilation:</b> Openable windows	

# Brunswick Library

Location	Corner Sydney Road and Dawson Street Brunswick
Website	<a href="https://moreland.vic.gov.au/libraries">moreland.vic.gov.au/libraries</a>



## Venue Overview & What it has to offer

Brunswick Library is part of the Brunswick Town Hall precinct and is located in what was once the Brunswick Concert Hall. Moreland City Libraries support the needs of Moreland’s diverse community by developing a culture that fosters innovation and creativity. The Library provides a wide range of library and information services and programs including information provision, exchange of ideas, access to technology, language and literacy development programs, lifelong learning resources, and activities to foster social connectedness.

The Maker Space was developed to support the creative endeavours of community members. The library offers a quiet, dedicated space to work during library opening hours with the area visible to the public. Creatives will be welcomed into the Library team and have access to staff common areas.

### Accessibility Summary:

An Accessible car space is available 10m to the west of the Library on Dawson Street. The space is wheelchair accessible and has an accessible toilet.

## Getting There:

Tram	Route 19, Stop 21 - located either side on the corner of Sydney Rd and Glenlyon Rd/ Dawson Rd – Brunswick Town Hall/Sydney Road. Not Accessible
Bus	Bus 506 – Sydney Rd / Glenlyon Road, 1-min (100m) walk on mostly level footpaths. Not Accessible
Train	Upfield Train Line - Jewell & Brunswick Station, 6-min (550m) walk with mostly level footpaths. Wheelchair Accessible
Bike	No secure Bike area
Car	No on-parking. Paid-parking available across from Brunswick Baths, Woolworths and surrounding streets.

## COVID-19 Considerations:

Creative Residents are required to check in via the venue's QR code. A COVID-19 Safe Plan will need to be provided to the venue at the beginning of the residency.

### Residency Duration:

Short-term residencies - 1- month duration  
Minimum hours required: 20 hours

Number of Spaces available and Names:  
Brunswick Library Maker Space

### Number of Residencies available:

2 available

# 1– Brunswick Library Maker Space



**Space Location:**

Ground floor Brunswick Library

**Availability:**

Mon-Tue 9am-7.45pm / Wed am-3.30pm /  
Thu 2pm-7.45pm / Fri 9am-1pm,  
February 2022 to 3 June 2022

**Suitable Practices:**

Computer based work  
(Writing, journalism, research,  
animation, video editing, graphic  
design, architecture etc.)

**Room Specifications:**

**Dimensions:**

8m x 4m x 3.5m

**Power Points:**

8 points in the floor

**Furniture:**

Desks, tables, chairs, whiteboard, computers

**Additional Equipment:**

Sewing machines, overlocker, iron,  
ironing board

**Lighting:**

4 Fluorescent batons, 1 window provid-  
ing natural light and an interior window  
providing light from the library

**Ventilation:**

No ventilation

**Sound:**

No

**Shared Space Storage:**

Can be shared with other members of the  
community and council staff. Cupboards  
located within the space are lockable and  
some space could be allocated to the  
artist depending upon their requirements

**Security:**

No key/swipe pass is provided as access  
will only be when staff are onsite, and staff  
can open door

# Brunswick Town Hall

## (Seat at the Table)

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Location	233 Sydney Road, Brunswick 3056
Website	<a href="#">Seat at the Table</a>

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### Venue Overview & What it has to offer:

Seat at the Table is a shared workspace prioritising and supporting creatives, academics, and political works focused on racial and gender equity.

A desk with facilities and daily access is provided to support equity practices. Applications are also assessed by the long-term seat holders to ensure people and projects are well aligned to create a cross-disciplinary dialogue about racial and gender equity. The spaces offer a quiet shared place to work, a community of academics, artists and community engaged practitioners focused on equity, kitchenette.

### Accessibility Summary:

Located on the second floor at Brunswick Town Hall, the room is accessed via stairs only. It is not considered an accessible space.

### Getting There:

Tram	Route 19, Stop 21 - located either side on the corner of Sydney Rd and Glenlyon Rd/ Dawson Rd – Brunswick Town Hall/Sydney Road. Not Accessible
Bus	Bus 506 – Sydney Rd / Glenlyon Road, 1-min (100m) walk on mostly level footpaths. Not Accessible
Train	Upfield Train Line - Jewell & Brunswick Station, 6-min (550m) with mostly level footpaths. Wheelchair Accessible
Bike	Secure Bike area on site. No Shower facilities. Upfield Bike Path
Car	No on-site parking. Paid-parking available across from Brunswick Baths, Woolworths and surrounding streets.

### COVID-19 Considerations:

Creative Residents will be provided with a Site induction and COVID-19 Safety briefing.

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#### Residency Duration:

3-month duration.

Minimum hours required: 60 hours.

#### Number of Spaces available and Names:

1 – Seat at the Table

2 – Tower Room Office

#### Number of Residencies available:

4 available

## 1– Seat at the Table



### Space Location:

Tower Room 2, Brunswick Town Hall,  
233 Sydney Road, Brunswick 3056

### Availability:

Mon-Sun, 9am-6pm,  
December 2021 to 3 June 2022

### Suitable Practices:

Computer based work  
(Writing, journalism, research,  
animation, video editing, graphic  
design, architecture etc.)

### Room Specifications:

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#### Dimensions:

7.5m x 7.5m

#### Power Points:

4

#### Furniture:

Desk, chairs, tables, desk lamps

#### Additional Equipment:

White boards, pin boards

#### Lighting:

Fluorescent batons, desk lamps, natural  
day light

#### Ventilation:

Openable windows

#### Sound Proofing:

No

#### Shared Space Storage:

Yes. Artists will have their own desk in  
a shared work space with academics,  
artists and community-engaged  
practitioners focused on equity

#### Security:

Key card provided

#### Other Considerations:

For racial and gender equity projects.  
Please note this space is not  
wheelchair accessible.

2– Tower Room Office



Space Location:

Tower Room 1, Brunswick Town Hall,  
233 Sydney Road, Brunswick 3056

Availability:

Mon-Sun, 9am-6pm,  
December 2021 to 3 June 2022

Suitable Practices:

Computer based work  
(Writing, journalism, research, animation,  
video editing, graphic design, architecture  
etc.); Idea, product or program design and  
development; Event or project planning;  
Visual arts; Fashion design and making;  
Textiles / Weaving.

Room Specifications:

Dimensions:

TBC

Power Points:

TBC

Furniture:

Desk, chairs, tables, desk lamps

Lighting:

Fluorescent batons, natural day light

Ventilation:

No ventilation, openable windows

Sound Proofing:

No

Shared Space Storage:

No, Sole Access

Security:

Key card provided

Other Considerations:

Kitchenette available  
*Please note this space is not  
wheelchair accessible*



# Coburg Library Makerspace

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Location	Corner Louisa and Victoria Street Coburg 3058
Website	<a href="https://moreland.vic.gov.au/libraries">moreland.vic.gov.au/libraries</a>

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## Venue Overview & What it has to offer:

A free community space for community led and council run programs with allocated times for 'drop in' times. Equipment available for free use include sewing machine, overlocker, 3D printer and recording equipment. The Makerspace is located within the Coburg Library, with access to the library's resources, both print and e-resources.

## Accessibility Summary:

Wheelchair Access; Accessible Toilet; Quiet Space / Prayer Room; Can accommodate a Registered Assistance or Companion Animals. A Disability Car Space is available approx. 50m from the library in the supermarket car park.

## Getting There:

Tram	Route 19, Stop 33 - located on Sydney Road, near Coburg Market is a 1-min walk with mostly level footpaths. Not Accessible
Bus	Bus 513, 527, 561, 903 – Coburg Station / Bell St is a 4-min walk (400m) on mostly level footpaths. Bus 526, 530 – Bell St / Mckay St is a 5-min walk (450m) on mostly level footpaths.
Train	Upfield Train Line - Coburg Station, 3-min (240m) walk with mostly level footpaths.
Bike	Secure Bike area on site. No Shower facilities. Upfield Bike Path
Car	Free 3hr parking at Coles/Woolworths between 7am-7pm.

## COVID-19 Considerations:

Creative Residents are required to check in via the venue's QR code. A COVID-19 Safe Plan will need to be provided to the venue at the beginning of the residency.

---

### Residency Duration:

Medium-term residencies-  
2 month duration.  
Minimum hours required: 40 hours

### Number of Residencies available:

2 available

### Number of Spaces available and Names:

Coburg Library Makerspace room



# 1 – Coburg Library Makerspace room



**Space Location:**  
First floor at the rear of the Coburg Library

**Availability:**  
Mon-Thu 9am-8pm / Fri 9pm-5pm /  
Sat 9am-4pm / Sun 1pm-5pm,  
December 2021 to 3 June 2022

**Suitable Practices:**  
Computer based work (Writing, journalism, research, animation, video editing, graphic design, architecture etc.); Idea, product or program design and development; Event or project planning; Visual arts; Painting; Makers / Crafting; Printmaking; Model making; Sculpture; Fashion design and making; Industrial design making; Non-machine based wood working; Textiles / Weaving; Work that requires fume hoods

## Room Specifications:

**Dimensions:**  
7.3mW x 8mL x 3.25mH. 60sqm

**Power Points:**  
20 (2 double at sink. 7 doubles around room and 1 double at fume cabinet)

**Furniture:**  
Tables, chairs. Wall mounted TV screen

**Additional Equipment:**  
Fume cabinet, Sewing machines X 4, overlocker X 1. Assorted sewing essentials including thread/pins/scissors. 3D printer X 1. Assorted music/recording equipment

**Lighting:**  
8 Fluorescent batonsday light

**Ventilation:**  
Built in ventilation- detailsTBC

**Sound Proofing:**  
Minimal

**Shared Space Storage:**  
Can be shared with other members of the community and council staff. Cupboards located within the space are lockable and some space could be allocated to the artist depending upon their requirements

**Security:**  
No key/swipe pass is provided as access will only be when staff are onsite, and staff can open door.

# Schoolhouse Studios

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**Location** 28 Victoria St Coburg  
**Website** [Schoolhouse Studios](#)

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## Venue Overview & What it has to offer:

Schoolhouse Studios' vision is to be Melbourne's most joyful, inclusive, and collaborative creative commons. In collaboration with the local community, we overhaul disused buildings and thoughtfully convert them into ever evolving places for creative expression.

At Schoolhouse Studios, the resident will have access to their own studio plus a vibrant community of artists, various event spaces, gallery, common areas and kitchen, 24-hour access via swipe card plus lots of parking.

## Accessibility Summary:

Wheelchair Access; Accessible Toilet; Can accommodate Registered Assistance & Companion Animals. Schoolhouse Studios has 2 disability car spaces. Please note, the Studio Huts are currently under construction. There may be an opportunity to adapt the space to accommodate any addition access needs in negotiation with the successful applicant.

## Getting There:

- Tram** Route 19, Stop 33 - located on Sydney Road, near Coburg Market is a 3-min walk with mostly level footpaths. Not Accessible
- Bus** Bus 513, 527, 561, 903 – Coburg Station / Bell St, 1-min walk (75m) on mostly level footpaths.  
Bus 526, 530 – Bell St / McKay St is a 2-min walk (170m) on mostly level footpaths.
- Train** Upfield Train Line - Coburg Station, 1-min (75m) walk with mostly level footpaths.
- Bike** Secure Bike area on site. No Shower facilities. Upfield Bike Path
- Car** Free 3hr parking at Coles/Woolworths between 7am-7pm.  
Accessible Car spaces available.

## COVID-19 Considerations:

Creative Residents are required to check in via the venue's QR code and provide and maintain their own COVID-19 Safe Plan and electronic QR Code for their specific studio for contact tracing purposes.

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### Residency Duration:

Medium-term residencies- 3-month duration. Minimum hours required: 60 hours for all spaces except the 4 pillars space which is 20 hours minimum hours.

### Number of Residencies available:

6 available

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### Number of Spaces available and Names:

- 1 - Studio Hut 1
- 2 - Studio Hut 2
- 3 - 4 pillars space
- 4 - Office space

- 1 – Studio Hut 1
- 2 – Studio Hut 2



Space Location:

Ground floor

Availability:

24/7 access,  
December 2021 to 3 June 2022.  
(Working tenant time before 6pm / Event  
space after 6pm and on the weekends)

Suitable Practices:

Computer based work (Writing, journalism,  
research, animation, video editing, graphic  
design, architecture etc.); Idea, product or  
program design and development; Event  
or project planning; Film / Projection art;  
Visual arts; Painting; Makers / Crafting;  
Printmaking; Model making; Sculpture;  
Fashion design and making; Industrial  
design making; Non-machine based wood  
working; Textiles / Weaving; Installation  
development; Ceramics.

Room Specifications:

Dimensions:

12 square meters floor area,  
2.4 meters tall

Power Points:

1

Furniture:

None

Additional Equipment:

Event space equipment - PA, projector,  
mixer, microphones

Lighting:

Fluorescent batons, BYO desk lamps

Ventilation:

None

Sound Proofing:

None

Shared Space Storage:

No, Sole Access

Security:

Key Will be provided

3– 4 pillars space



Space Location and accessibility:

Ground Floor Access

Availability:

After 6pm weekdays and on weekends only  
(subject to events being held at the space)

Suitable Practices:

Computer based work (Writing, journalism, research, animation, video editing, graphic design, architecture etc. architecture, etc);  
Idea, product or program design and development; Event or project planning;  
Film / Projection art; Visual arts; Painting;  
Makers / Crafting; Printmaking; Model making; Sculpture; Fashion design and making;  
Industrial design making; Non-machine based wood working; Textiles / Weaving;  
Installation development; Ceramics.

Room Specifications:

Dimensions:

Approx 24m X 40 m

Power Points:

4 (on pillars)

Furniture:

None

Additional Equipment:

Event space equipment - PA, projector, mixer, microphones

Lighting:

Fluorescent batons, BYO desk lamps

Ventilation:

None

Sound Proofing:

None

Shared Space Storage:

No storage provided

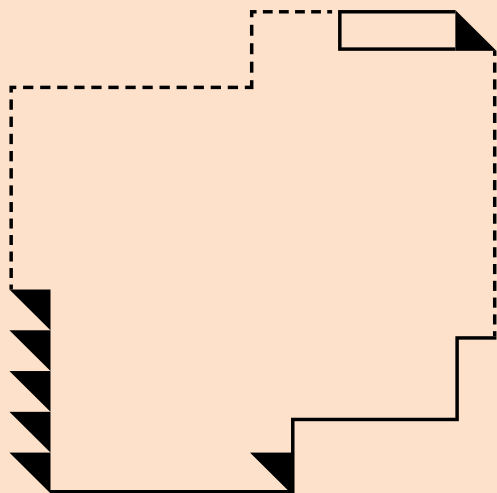
Security:

Swipe Card provided

Other Considerations:

Use is restricted to after 6pm weekdays and on weekends, subject to events hap-pening in the space.

4– Office Space



Space Location:

1st floor- stair access only

Availability:

24/7 access, December 2021 to 3 June 2022.  
(Working tenant time before 6pm / Event space after 6pm and on the weekends)

Suitable Practices:

Computer based work (Writing, journalism, research, animation, video editing, graphic design, architecture etc.);  
Idea, product or program design and development; Event or project planning

Room Specifications:

Dimensions:

TBC

Power Points:

TBC

Furniture:

Table

Lighting:

Fluorescent batons

Ventilation:

None

Sound Proofing:

None

Shared Space Storage:

Lockable office space

Security:

Swipe Card provided

# Siteworks

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**Location** 33 Saxon St, Brunswick 3056  
**Website** [Siteworks](#)

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## Venue Overview & What it has to offer

Siteworks is a low-cost facility available to the community and provides flexible meeting, education and skills-sharing spaces for day, week and month-long use. This is a live research-driven project, more than a venue for hire. This is an exciting opportunity for all of us to contribute to the future of the site. Siteworks offers multiple solo access and shared studios, quiet places to work, a community of artists and creative industry professionals, 7 days a week access, common areas, kitchens, garden and outdoor spaces.

### Accessibility Summary:

Wheelchair Access; Accessible Toilet; can accommodate Registered Assistance & Companion Animals. Refer to the Flat Access map at [Siteworks – Community Access](#) ([saxonstreet.com](#))

## Getting There:

- Tram** Route 19, Stop 21 - located corner of Sydney Rd and Glenlyon Rd/ Dawson Rd. Not Accessible
- Bus** Bus 506 – Sydney Rd / Glenlyon Road, 3-min walk (200m) on mostly level footpaths. Not Accessible
- Train** Upfield Train Line - Brunswick Station, 9-min walk (700m) with mostly level footpaths. Wheelchair Accessible  
 Upfield Train Line - Jewell Station, 5-min walk (400m) with mostly level footpaths. Wheelchair Accessible
- Bike** Secure Bike area and shower facilities available. Upfield Bike Path
- Car** No on-parking. Paid-parking available across from Brunswick Baths, Woolworths and surrounding streets.

### COVID-19 Considerations:

Creative Residents will be provided with a Site induction and COVID-19 Safety briefing.

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#### Residency Duration:

1 month duration.

Minimum hours required: 20 hours.

#### Number of Residencies available:

27 available

#### Number of Spaces available and Names:

- 1 - Writing room
- 2 - House-Room 2
- 3 - Edit suite
- 4 - Office 3
- 5 - Workroom 5
- 6 - Art Room
- 7 - Workshop
- 8 - Workroom 7



1 – Writing room



**Space Location:**  
Room 1, Heritage House

**Availability:**  
Mon-Sun, 7am- 11pm,  
December 2021 - 3 June 2022

**Suitable Practices:**  
Computer based work (Writing, journalism, research, animation, video editing, graphic design, architecture etc.); Idea, product or program design and development; Event or project planning; Fashion design and making; Industrial design making; Installation development.

**Room Specifications:**

---

**Dimensions:**  
3.6m x 4.2m

**Power Points:**  
2

**Furniture:**  
Desk, chairs

**Additional Equipment:**  
Pin boards, white boards

**Lighting:**  
Fluorescent batons, natural day light

**Ventilation:**  
Openable windows

**Sound Proofing:**  
No

**Shared Space Storage:**  
No / Sole Access

**Security:**  
Access code and key provided

**Other Considerations:**  
To access the toilets, residents will need to exit the building to enter through a different entrance

## 2– House-Room 2



### Space Location:

Room 2, Heritage House

### Availability:

Mon-Sun, 7am- 11pm,  
December 2021 - 3 June 2022

### Suitable Practices:

Computer based work (Writing, journalism, research, animation, video editing, graphic design, architecture etc. architecture, etc);  
Idea, product or program design and development; Event or project planning;  
Makers / Crafting; Fashion design and making; Industrial design making;  
Textiles / Weaving.

### Room Specifications:

---

#### Dimensions:

4.6m x 6.1m

#### Power Points:

5

#### Furniture:

Desk, chairs

#### Additional Equipment:

Pin boards, white boards

#### Lighting:

Fluorescent batons, natural day light

#### Ventilation:

Openable windows

#### Sound Proofing:

No

#### Shared Space Storage:

Potential to share with other Making  
Space artist

#### Security:

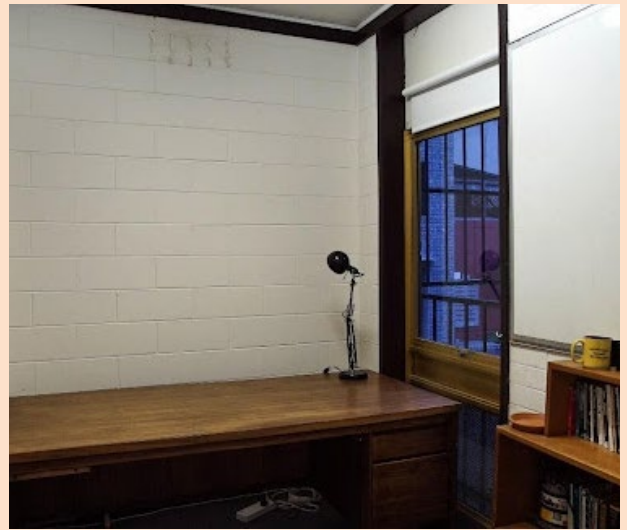
Access code and key provided

#### Other Considerations:

To access the toilets, residents will need to exit the building to enter through a different entrance.



## 3– Edit suite



### Space Location:

Ground Floor, College Building

### Availability:

Mon-Sun, 7am- 11pm,  
December 2021 - 3 June 2022

### Suitable Practices:

Computer based work (Writing, journalism, research, animation, video editing, graphic design, architecture etc.);  
Idea, product or program design and development; Film / Projection art

### Room Specifications:

---

#### Dimensions:

3m x 2.4m

#### Power Points:

3

#### Furniture:

Desk, chairs

#### Additional Equipment:

Pin boards, white boards

#### Lighting:

Fluorescent batons, natural day light

#### Ventilation:

Openable windows

#### Sound Proofing:

No

#### Shared Space Storage:

No / Sole Access

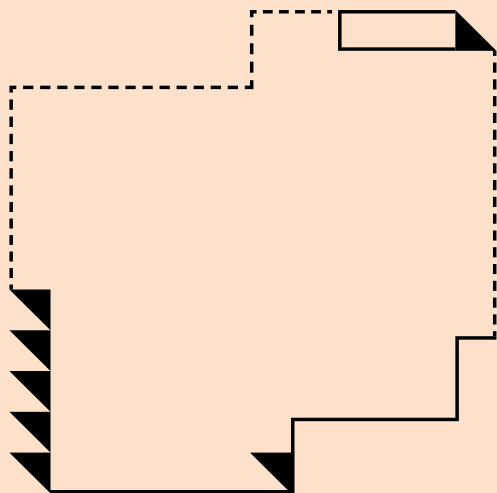
#### Security:

Access code and key provided

#### Other Considerations:

To access the toilets, residents will need to exit the building to enter through a different entrance

4– Office 3



Space Location:

Office 3, College Building

Availability:

Mon-Sun, 7am- 11pm,  
December 2021 - 3 June 2022

Suitable:

Computer based work (Writing, journalism, research, animation, video editing, graphic design, architecture etc.); Idea, product or program design and development; Event or project planning; Film / Projection art; Visual arts; Fashion design and making; Industrial design making.

Room Specifications:

Dimensions:

3.5m X 4m

Power Points:

4

Furniture:

Desk, chairs, built in cabinets

Additional Equipment:

Pin boards, white boards

Lighting:

Fluorescent batons, natural day light

Ventilation:

Openable windows

Sound Proofing:

No

Shared Space Storage:

No / Sole Access

Security:

Access code and key provided

Other Considerations:

To access the toilets, residents will need to exit the building to enter through a different entrance

5 – Workroom 5



**Space Location:**  
Workroom 5, Ground Floor, College Building

**Availability:**  
Mon-Fri, 9am- 5pm,  
December 2021 - 3 June 2022  
(depending on availability)

**Suitable Practices:**  
Live Performance - Dance / Theatrical  
development and rehearsal

**Room Specifications:**

**Dimensions:**  
6.5m x 7.4m

**Power Points:**  
3

**Furniture:**  
Tables, chairs

**Additional Equipment:**  
Wooden floor, pin boards, white boards

**Lighting:**  
Fluorescent batons, natural day light

**Ventilation:**  
Openable windows, Ceiling Fans

**Sound Proofing:**  
No

**Shared Space Storage:**  
No. Residents be required to pack up their belongings and artwork at the end of each session. Residents will be offered a lockable solo studio or limited storage space. Workroom 5 can be booked as available.

**Security:**  
Access code and key provided

**Other Considerations:**  
To access the toilets, residents will need to exit the building to enter through a different entrance

6– Art Room



**Space Location:**  
Ground Floor, College Building

**Availability:**  
Mon-Sun, 10am-8pm,  
December 2021 - 3 June 2022  
(First 3 weeks of any month)

**Suitable Practices:**  
Painting; Makers / Crafting; Printmaking;  
Model making; Sculpture; Industrial design  
making Non-machine-based wood working;  
Installation development; Ceramics; VOC  
chemical-based materials; Woodwork;  
Welding or steel work.

Room Specifications:

---

**Dimensions:**  
4.8m x 7.8m

**Power Points:**  
TBC

**Furniture:**  
Work tables, etching press, drying rack

**Additional Equipment:**  
Sink, wet room facilities, paint  
waste disposal

**Lighting:**  
Fluorescent batons

**Ventilation:**  
Yes

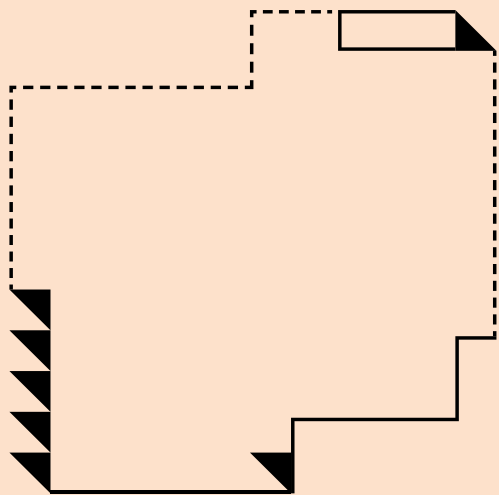
**Sound Proofing:**  
No

**Shared Space Storage:**  
No, Some storage within ARTROOM.  
Creatives will need to leave space clean  
for other artists to use.

**Security:**  
Access code and key provided

**Other Considerations:**  
To access the toilets, residents will need to  
exit the building to enter through a different  
entrance

# 7 – Workshop



**Space Location and accessibility:**

Heritage Building

**Availability:**

Mon-Sun, 7am- 11pm,  
December 2021 - 3 June 2022

**Suitable Practices:**

Makers / Crafting; Industrial design making;  
Non-machine-based wood working;  
Installation development; Woodwork.

**Room Specifications:**

**Dimensions:**

4.8m x 3.6m

**Power Points:**

6

**Furniture:**

Work benches

**Additional Equipment:**

Power tools

**Lighting:**

Fluorescent batons

**Ventilation:**

No ventilation

**Sound Proofing:**

No

**Shared Space Storage:**

No, Creatives will need to leave space  
clean for other artists to use. Some stor-  
age within Workshop

**Security:**

Access code and key provided

**Other Considerations:**

No wheelchair access.  
To access the toilets, residents will need to  
exit the building to enter through a  
different entrance.

8 – Workroom 7



Space Location:

Workroom 7, Level 1, College Building

Availability:

2 week block in January 2022  
(depending on availability)

Suitable Practices:

Live Performance - Dance / Theatrical  
development and rehearsal

Room Specifications:

Dimensions:

6.5m x 7.4m

Power Points:

6

Furniture:

Tables, chairs

Additional Equipment:

Carpeted floor, pin boards, white boards

Lighting:

LED Lighting, natural day light

Ventilation:

Openable windows, Ceiling Fans,  
split system air-conditioning

Sound Proofing:

No

Shared Space Storage:

Sole use of room.

Security:

Access code and key provided

Other Considerations:

No wheelchair access.  
To access the toilets, residents will need to  
exit the building to enter through a different  
entrance.

There will be some noise bleed from  
the hallways. Sound level limits. No drums.

BDD Making Space - QUICK VIEW- AVAILABLE PRACTICES BY SPACE

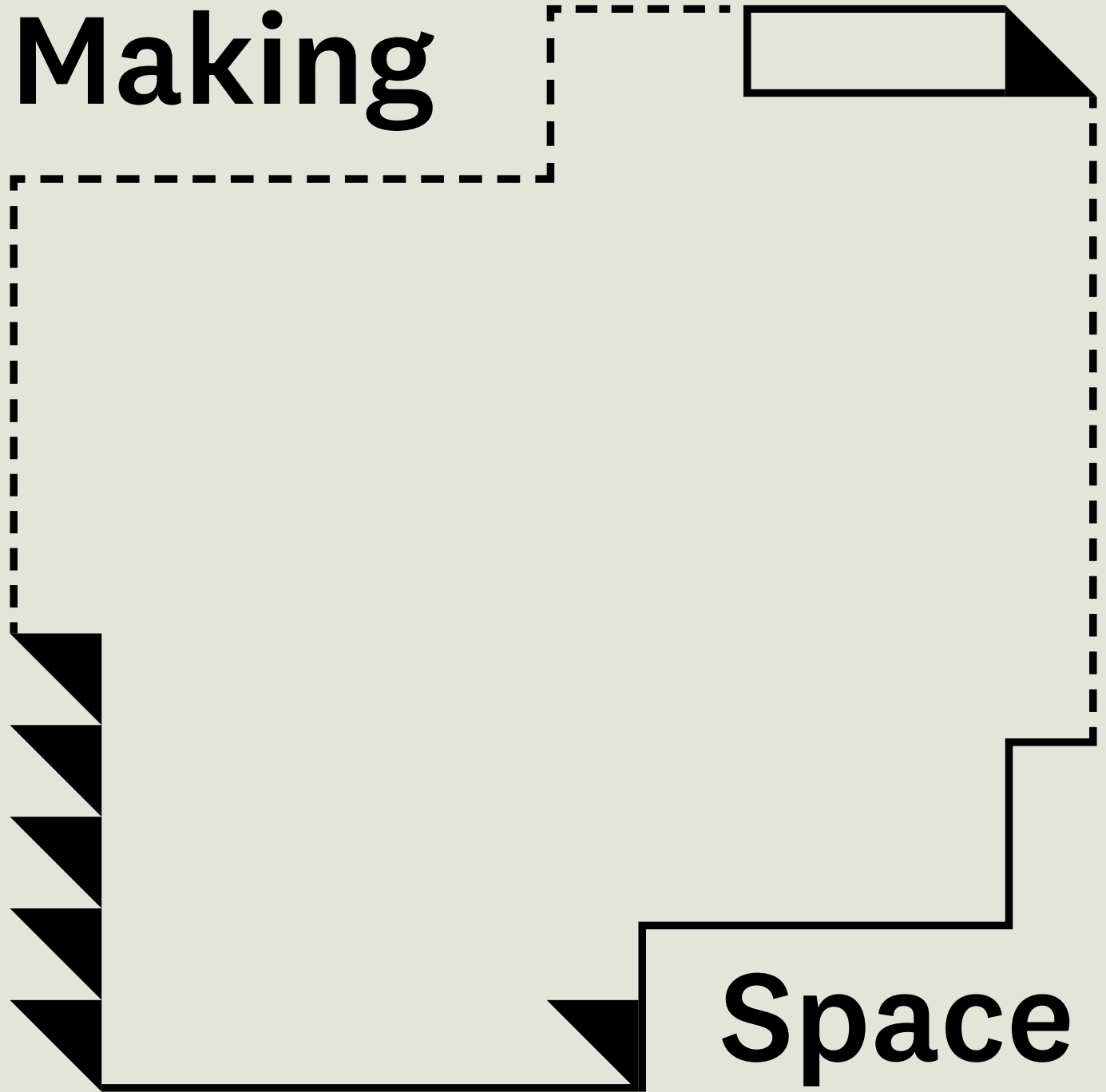
SPACE:	Computer based work:	Idea, product or program design and development	Event or project planning	Film / Projection art	Visual arts	Painting	Makers /Crafting	Printmaking	Model making	Sculpture	Fashion design and making	Industrial design making	Non-machine based wood working	Textiles /Weaving	Installation development	Ceramics	Live Performance - Dance /Theatrical development and rehearsal	VOC chemical-based materials	Woodwork	Welding or steel work	Work that requires fume hoods
Blak Dot Gallery # 1 - Blakademy (short-term)	YES	YES	YES	YES																	
BRUDI Space # 1 (long-term)	YES	YES	YES	YES	YES	YES	YES				YES			YES	YES	YES					
BRUDI Space # 2 (long-term)	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES		YES					
BRUDI Space # 3 (long-term)	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES					
Brunswick Library # 1 - Maker Space (short-term)	YES	YES	YES	YES	YES		YES				YES			YES							
Brunswick Town Hall # 1 – Seat at the Table (short-term)	YES																				
Brunswick Town Hall # 2 – Tower Room Office (short-term)	YES	YES	YES		YES						YES			YES							
Coburg Library # 1 - Makerspace (medium-term)	YES	YES	YES		YES	YES	YES	YES	YES	YES	YES	YES	YES	YES							YES
Schoolhouse Studios # 1 - Studio Hut 1 (medium-term)	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES					
Schoolhouse Studios # 2 - Studio Hut 2 (medium-term)	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES					
Schoolhouse Studios # 4 - 4 pillars space (medium-term)																	YES				
Schoolhouse Studios # 5 - Office space (medium-term)	YES	YES	YES																		
Siteworks # 1 - Writing room (short-term)	YES	YES	YES								YES	YES			YES						
Siteworks # 2 - House-Room 2 (short-term)	YES	YES	YES				YES				YES	YES		YES							
Siteworks # 3 - Edit suite (short-term)	YES	YES		YES																	
Siteworks # 4 - Office 3 (short-term)	YES	YES	YES	YES	YES						YES	YES									
Siteworks # 5 - Workroom 5 (short-term)																	YES				
Siteworks # 6 - Art Room (short-term)					YES	YES	YES	YES	YES	YES		YES	YES		YES	YES		YES	YES	YES	
Siteworks # 7 - Workshop (short-term)							YES					YES	YES		YES				YES		
Siteworks # 8 - Workroom 7 (short-term - January Only)																	YES				

## BDD Making Space - QUICK VIEW- ACCESSIBILITY BY SPACE

Venue Name:	Space location:	Wheelchair Access	Accessible Toilet	Lifts	Quiet Space / Prayer Room	Can your venue accommodate Registered Assistance & Companion Animals	Does your space have facilities for Registered Assistance & Companion Animals – e.g.	Accessible Car Space	Accessible Car spaces:	Other Considerations:
Blak Dot Gallery # 1 - Blakademy (short-term)	Second Floor, Community House		Yes			Yes		Yes	One accessibility car space available near Blakdot Gallery	No
BRUDI Space # 1 (long-term)	First Floor, 1B15, Building B					Yes		Yes	One accessibility car space available near Blakdot Gallery	No
BRUDI Space # 2 (long-term)	First Floor, 1B16, Building B							Yes	Accessible parking is available in Building Car Park	No
BRUDI Space # 3 (long-term)	First Floor, 1B17, Building B					Yes	Yes	Yes	Accessible parking is available in Building Car Park	No
Brunswick Library # 1 - Maker Space (short-term)	Ground Floor, Brunswick Library	Yes	Yes		Yes	Yes		Yes	One accessibility car space available 10 metres to the west of the Library on Dawson Street.	No
Brunswick Town Hall # 1 – Seat at the Table (short-term)	Tower Room 2, Level 2, Brunswick Town Hall							Yes	One accessibility car space available on Sydney Road in front of Brunswick Town Hall	Unfortunately this is not an accessible space. Seat At The Table is only accessed via stairs.
Brunswick Town Hall # 2 – Tower Room Office (short-term)	Tower Room 1, Level 2, Brunswick Town Hall							Yes	One accessibility car space available on Sydney Road in front of Brunswick Town Hall	Unfortunately this is not an accessible space. Tower Rooms are only accessed via stairs.
Coburg Library # 1 - Makerspace (medium-term)	First Floor, rear of the Coburg Library	Yes	Yes		Yes	Yes	Yes	Yes	Three accessibility car spaces available approximately 50m in Coles supermarket carpark	No
Schoolhouse Studios # 1 - Studio Hut 1 (medium-term)	Ground Floor, Schoolhouse Studios	Yes	Yes			Yes	Yes	Yes	Two accessibility car spaces available in front of Schoolhouse Studios.	We can adapt as needed especially if we are building the studios specifically.
Schoolhouse Studios # 2 - Studio Hut 2 (medium-term)	Ground Floor, Schoolhouse Studios	Yes	Yes			Yes	Yes	Yes	Two accessibility car spaces available in front of Schoolhouse Studios.	We can adapt as needed especially if we are building the studios specifically.
Schoolhouse Studios # 4 - 4 pillars space (medium-term)	Ground Floor, Schoolhouse Studios	Yes	Yes			Yes	Yes	Yes	Two accessibility car spaces available in front of Schoolhouse Studios.	No
Schoolhouse Studios # 5 - Office space (medium-term)	First Floor, Schoolhouse Studios		Yes			Yes	Yes	Yes	Two accessibility car spaces available in front of Schoolhouse Studios.	No
Siteworks # 1 - Writing room (short-term)	Room One, Heritage House	Yes	Yes			Yes	Yes	Yes	One accessibility car space vailable near Blakdot Gallery	To access the toilets they will need to exit the building to enter through a different entrance
Siteworks # 2 - House-Room 2 (short-term)	Room Two, Heritage House	Yes	Yes			Yes	Yes	Yes	One accessibility car space vailable near Blakdot Gallery	To access the toilets they will need to exit the building to enter through a different entrance
Siteworks # 3 - Edit suite (short-term)	Ground Floor, College Building	Yes	Yes			Yes	Yes	Yes	One accessibility car space vailable near Blakdot Gallery	To access the toilets they will need to exit the building to a different building entrance.
Siteworks # 4 - Office 3 (short-term)	Office Three, College Building	Yes	Yes			Yes	Yes	Yes	One accessibility car space vailable near Blakdot Gallery	To access the toilets they will need to exit the building to a different building entrance.
Siteworks # 5 - Workroom 5 (short-term)	Workroom Five, Ground Floor, College Building	Yes	Yes			Yes	Yes	Yes	One accessibility car space vailable near Blakdot Gallery	To access the toilets they will need to exit the building to a different building entrance.
Siteworks # 6 - Art Room (short-term)	Ground Floor, College Building		Yes			Yes	Yes	Yes	One accessibility car space vailable near Blakdot Gallery	No
Siteworks # 7 - Workshop (short-term)	Heritage Building	Yes		Yes		Yes		Yes	One accessibility car space vailable near Blakdot Gallery	No
Siteworks # 8 - Workroom 7 (short-term - January Only)	Workroom Seven, Level 1, College Building		Yes			Yes	Yes	Yes	One accessibility car space vailable near Blakdot Gallery	To access the toilets they will need to exit the building to a different building entrance.



**Making**



**Space**



# 2022 BDD Making Space Program - Application Form

## Form Preview

### Making Space Application Form

\* indicates a required field

#### General Information

The Brunswick Design District's 'Making Space' is a residency program that connects creatives with temporary spaces in key venues. The program aims to support the richness and diversity of creative culture in Brunswick and Coburg.

'Making Space' will offer 45 creatives a residency at one of our partner venues - Blak Dot, BRUDI (Brunswick Design and Innovation Centre), Brunswick Library, Brunswick Town Hall, Coburg Library, Schoolhouse Studios and Siteworks. A variety of spaces are on offer to suit different creative practices.

Each residency includes the use of a space for 1-5 months duration and a small cash stipend for the resident of \$1,000 to support the development of a creative project or idea. In addition to the free space and stipend, each successful applicant will be provided with a venue contact to get them set up and ready to work on their project, and opportunities to network with other venues, artists and creatives.

Brunswick Design District (BDD) is a partnership between Creative Victoria, RMIT and Moreland City Council with the vision of Brunswick as a key precinct for creative and enterprise activity. 'Making Space' is funded by Creative Victoria's 'Creative Neighbourhood Partnership Pilot Program', Moreland City Council and RMIT.

The 'Making Space' program directly addresses the objectives of the Brunswick Design District, Moreland City Council's Council Plan, Placemaking Framework and Arts Infrastructure Plan, and Creative Victoria's 'Creative State 2025'.

**Before completing this application, applicants are required to read the Making Space Program Guidelines** [INSERT LINK].

#### NEED HELP?

- For Smartygrants assistance, please refer to the *SmartyGrants Help Guide for Applicants* which can be found [here](#).
- For questions about the program, please contact Anna Held, Arts Infrastructure Officer on 9240 2334 or email [arts@moreland.vic.gov.au](mailto:arts@moreland.vic.gov.au)

You can save, close and return to your application at any time prior to submission. Once an application has been submitted a confirmation email will be sent to you which includes a pdf copy of the application for your records. After submission, no changes can be made without assistance from the Arts Moreland team.

**I have read the current Making Space Program Guidelines \***

☐ Yes

☐ No

**I am connected to Moreland because: \***

**If Other (please describe)**

# 2022 BDD Making Space Program - Application Form

## Form Preview

### Applicant Contact Details

**Are you applying as: \***

- ☐ An Individual  
☐ An organisation or collective

**Applicant (Primary Contact) \***

First Name

Last Name

**Organisation Name (If Applicable)**

**Applicant Email \***

Must be an email address.

**Applicant Mobile Phone \***

Must be an Australian phone number.

**Applicant Website**

Must be a URL.

**Residential Postcode (For Individual Creatives)**

**Business Postcode (For Creative Organisations)**

**If you are applying as an organisation or collective, please provide the Names, Roles and Email addresses of the remaining members of your team.**

Please list one person and their details per line.

### Financial & Legal Details

***Funding will be paid directly into the Creative's or Creative Organisation's bank account.***

**Do you have an ABN? \***

☐ Yes

☐ No

# 2022 BDD Making Space Program - Application Form

## Form Preview

**If no, please upload a Statement by Supplier. See link below for details.**

Attach a file:

<https://www.ato.gov.au/forms/statement-by-a-supplier-not-quoting-an-abn/>

**If yes, please provide the ABN of you or your collective.**

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

**Are you registered for GST? \***

☐ Yes

☐ No

**Bank Account \***

Account Name

BSB Number

Account Number

Must be a valid Australian bank account format.  
(Make sure you check your details to ensure there are no errors)

**Your Proposal**

**Project Title**

**Brief Description of Activity / Project. \***

Word count:

Must be no more than 50 words.

**Which Making Space residency best suits**

☐ Blak Dot Gallery # 1 - Blakademy (short-term residencies)

☐ BRUDI Space # 1 (long-term residencies)

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**your needs? (select one)**

\*

- ☐ BRUDI Space # 2 (long-term residencies)
- ☐ BRUDI Space # 3 (long-term residencies)
- ☐ Brunswick Library # 1 - Maker Space (short-term residencies)
- ☐ Brunswick Town Hall # 1 - Seat at the Table (short-term residencies)
- ☐ Brunswick Town Hall # 2 - Tower Room Office (short-term residencies)
- ☐ Coburg Library # 1 - Makerspace (medium-term residencies)
- ☐ Schoolhouse Studios # 1 - Studio Hut 1 (medium-term residency)
- ☐ Schoolhouse Studios # 2 - Studio Hut 2 (medium-term residency)
- ☐ Schoolhouse Studios # 3 - 4 pillars space (medium-term residency)
- ☐ Schoolhouse Studios # 4 - Office space (medium-term residency)
- ☐ Siteworks # 1 - Writing room (short-term residencies)
- ☐ Siteworks # 2 - House-Room 2 (short-term residencies)
- ☐ Siteworks # 3 - Edit suite (short-term residencies)
- ☐ Siteworks # 4 - Office 3 (short-term residencies)
- ☐ Siteworks # 5 - Workroom 5 (short-term residencies)
- ☐ Siteworks # 6 - Art Room (short-term residencies)
- ☐ Siteworks # 7 - Workshop (short-term residencies)

Select one only.

**If your first preference was unavailable, would you consider an alternative space? \***

- ☐ Yes
- ☐ No

**If you answered YES to the previous question, what two alternative spaces would be your preference? (If you have no preference and would be happy to be placed anywhere, please write 'No Preference')**

**How would you and your project benefit from your residency time in the space? \***

Word count:

Must be no more than 500 words.

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**How will your project positively contribute to Moreland and its creative communities? \***

Word count:

Must be no more than 500 words.

**The Moreland Human Rights Policy 2016-2026, recognises people who are at greater risk of discrimination and prioritises the needs of Aboriginal and Torres Strait Islander communities; migrant and refugee communities; people with a disability; women and the LGBTQI+ communities. Please tell us how/if you identify as any of these priority groups.**

Word count:

Must be no more than 250 words.

<https://www.moreland.vic.gov.au/living-in-moreland/community-services/public-health/community-and-personal-safety/>

**Do you have any access requirements? If, so please provide details of how we may be able to assist you.**

**Available Residency Dates**

**Preferred Residency Start Date \***

Must be a date.

Preferred residency start date.

**Residency End Date \***

Must be a date.

Preferred residency end date.

**Available dates (Please select all available months, or parts thereof). \***

☐ December 2021

☐ January 2022

☐ February 2022

☐ March 2022

☐ April 2022

☐ May 2022

At least 1 choice must be selected.

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**Please list any specific details of your availability. \***

Please provide as much detail as you can. For example, are you only available on certain days of the week? Or at certain hours of the day? Do you have other commitments you need to work around during your residency (eg, another project or holiday)? Please note: If submitting for a venue with a longer residency program (eg 2-5 months) you must have availability across consecutive months.

Please submit the following Supporting Documentation

**Single page BIOGRAPHY outlining your Design/ Creative practice. \***

Attach a file:

A maximum of 1 file may be attached.  
Include a maximum of one page per creative resident, in a single PDF file.

**Program SCHEDULE (For the duration of your residency including any public outcomes) \***

Attach a file:

Include details on how and when you would use the space during the residency period and include any outward facing activities and deadlines.

**A max of 5 EXAMPLES of your work. These can be images, written excerpts or other relevant documents. (PDF, JPEG), \***

Attach a file:

A minimum of 1 file and a maximum of 5 files may be attached. Please label them as follows: Project Name - Artist/Organisation name - Photographers credit (if req)

**URL Link:**

If required, please provide any passwords below.

**URL Passwords**

Before submitting your application

**Please review your application carefully before submitting it. Once an application is submitted it cannot be changed without assistance from the Arts Moreland team. Applications are not submitted until you hit the submit button on the final page of the application.**

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If you have missed a required field, this will be indicated **AFTER** you hit the submit button on the final page of the application.

If you do not receive a confirmation email, your application has **not** been received. Please check that all the required questions have been answered before attempting to submit again.

Once your application is submitted, you can return to <http://moreland.smartygrants.com.au/> at any time to view it and a PDF version will be emailed to you with the confirmation email.

### Declaration and Privacy Statement

I state that the information provided in this application is true and correct. I understand that making any false statements can lead to Council rejecting the application and pursuing other penalties available under law. I understand that this is an application only and may not necessarily result in funding approval.

Council is committed to protecting the privacy of personal information it holds. Any personal information collected is used for the purpose of administering Council's grants programs, including an assessment of whether the applicant is eligible for funding, subsequent evaluation of a funded activity, and the auditing of grant funds (which may be undertaken by or on behalf of Council or any government inspection agency). It may also be used and disclosed as required or permitted by law. You may access your personal information by contacting Council's privacy officer.

I consent to my contact details being added to the Arts Moreland mailing list.

- ☐ Yes  
☐ No

**I consent to my contact details being added to the Arts Moreland mailing list \***

**Your Name \***

First Name

Last Name