Please complete the following form and return to info@livs.org.nz with ‘LiVS idea form’ in the email subject line.

Please refer to the Life in Vacant Spaces’ criteria found on the LiVS website for guidance in completing this form. Your application will be reviewed by our selection panel and assessed based on these criteria. If you have any questions about the application, please contact us. [info@livs.org.nz](mailto:info@livs.org.nz)

| **Name\*** |
| --- |
| **Email\*** |
| **Phone\*** |
| **Working Title of Project/idea\*** |
| **Brief description of Project \*** |
| **What industry best describes your project/idea\***   * **Art** * **Community** * **Education** * **Food** * **Retail** * **Other** |
| **If ‘other’, explain….** |
| **Does your project reflect what Life in Vacant Spaces does? See Criteria found on LiVS website ....\*** |
| **Website address (if applicable)** |
| **Social media links (if applicable)** |
| **Location\*** *Do you have a site in mind? Ideal square meterage? Capacity? Due to the temporary nature of our spaces have you got other sites in mind in different areas that could also work?* |
| **Time frame\***  **Start: / /**  **Finish: / /**  **OR**   * **ONGOING** |
| **Are your dates flexible\***   * **Yes** * **No** |
| **Financials\*** *Estimated Costs: Have you made an assessment of the costs incurred for the project? Please note that in most instances you will be required to pay for utilities.* |
| **Please provide either an estimated overview or attach to the email a detailed budget if you have one.** |
| **Income:** *What income, if any, do you intend to generate in this project and how will you cover any shortfall?* |
| **Do you require funding?**  **Have you applied for or received funding?**  **Do you require support in applying for funding applications?** |
| **Anything else that you would like to tell us?** |
| **Upload optional attachments:**  **Please label with Project Name or your NAME when uploading to the email**   * **Timeline** * **Budget** * **Confirmation of funding** * **Images/plans** * **Other** |
| **If ‘other’, let us know what….** |
| **Thanks so much for your idea submission, we will be in touch soon.**  **Life in Vacant Spaces** |