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## **LOCAL HERITAGE GRANTS PROGRAM GUIDELINES - 2018/2019**

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### **What is the Local Heritage Grants Program?**

A Local Heritage Grants Program has been established by Snowy Valleys Council with the aid of funding from the NSW Office of Environment & Heritage.

There is a total of \$12,000 in the fund made up of a grant of \$6,000 from the NSW Office of Environment & Heritage and \$6,000 from Council.

### **Aim of the Fund**

The aim of the program is to encourage the conservation of heritage items within the Snowy Valleys Local Government Area and promote a positive community attitude to heritage conservation.

The program will provide kick start funding to encourage a number of projects. In the process, it is hoped that this will engender greater interest for conservation of heritage items within the shire.

### **Invitation to apply**

Owners of heritage buildings are invited to apply. It is essential that you prepare the best application possible because of the limited funds available. These guidelines have been prepared to assist you.

### **Eligible Projects**

Projects which involve the repair, maintenance or reinstatement of missing items on heritage buildings are eligible to apply. Projects can include structural work through to painting. Eligible projects include:

1. New and reinstatement of fences;
2. Verandah reinstatement;
3. Parapet and roof cladding restoration;
4. External painting (heritage colour scheme);
5. Shopfront restoration, tiling etc; and
6. Decorative detailing reinstatement

### **Projects not funded**

Funding will generally not be provided for the following projects:

1. Where assistance is reasonably available from another source;
2. Where substantial assistance has been previously provided;
3. Where the applicant has yet to complete other assisted projects;
4. Purchase of a building, site or movable item;

5. A new addition to a heritage building (including new internal fittings such as new kitchens and bathrooms);
6. Relocation of a heritage building;
7. Work on a Government or Council owned building still used for a Government or Council purpose.

### **Assessment criteria**

The following matters will be taken into account when assessing your application:

1. The applicant's ability to demonstrate technical and financial responsibility with regard to the project;
2. Demonstrated ability to **complete** the project by **Friday 26 April, 2019**;
3. The degree to which the applicant is financially contributing to the project;
4. Projects which clearly complement broader conservation objectives, e.g. projects which implement key findings of heritage studies or projects in designated heritage main street or conservation areas;
5. Projects that encourage the conservation of other heritage items;
6. Projects of demonstrated heritage value to the community; commonly the item concerned will appear on many heritage lists: e.g. the restoration of an important local heritage house;
7. It is not a requirement that buildings be listed on Council's Local Environmental Plan (LEP), however preference will be given to those buildings included on the LEP.
8. Projects which are highly visible to the public, e.g. the replacement of a verandah to a building in a main street location;
9. Projects which have high public accessibility, e.g. a local museum, church or a private home which is open to the public several times a year;
10. Projects which are in an area which has received little or no funding;
11. Projects involving aspects of heritage which have received little or no funding e.g. historic gardens;
12. Projects subject to conservation controls where the owner is able to show hardship arising from conservation work required to the item; and
13. Urgent projects to avert a threat to a heritage item.

### **Level of funding available**

Generally, the level of funding per project will be \$1,000, with a maximum amount of \$5,000 for a major project. You will be required to provide at least matching finance for the projects. Due to the competitive nature of the program, Council may offer funding less than the requested amount. There will clearly be cases where you may wish to contribute more to the project. A portion of in-kind support can be used to make up part of your matching funds.

Payment of grants will not be made until the project is complete and a final report is received.

### **Timing of projects**

Projects must be completed by the end of April 2019.

**Please Note** - if you have been allocated grant funding and do not complete your project by the end of April, your grant funding amount will be forgone for the year. However, the grant amount could be reallocated to another project if reasonable notice is given to Council of any applicant's change in circumstances.

## **WHAT YOU NEED TO DO**

### **1. Background Research**

It will assist your case if you can properly demonstrate why the work you propose is appropriate from a heritage point of view. To do this you may need to do some research, e.g. the library or the local historical society may have information on the building, or you may be able to obtain photographs. The heritage advisor may also have some suggestions to follow up on.

### **2. Proposed Work**

Consult the heritage advisor about the intended works, as a report can be provided which will assist with the completion of the application. You then need to decide in detail what work you want to carry out. This should be put down in a clear, item by item job schedule.

### **3. Quotes**

You will need to obtain at least two quotes for the required work. Put these costs alongside the schedule of work you have prepared.

### **4. Plans and Sketches**

Depending on the size of the job you may need these to attach to your application.

### **5. Photographs**

Photographs/images will need to be supplied addressing the specific application. (by way of "before" photos/images).

### **6. Fill in the Application Form**

Fill in the attached application form, keep a copy for your records, staple on the attachments and forward to:

**Snowy Valleys Council  
Tumut Office  
76 Capper Street  
Tumut NSW 2720**

**Applications must be received by 4.30pm on Friday 3<sup>rd</sup> August 2018**

For further information phone (02) 6941 2555

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**APPLICATION FOR LOCAL HERITAGE GRANT – 2018/2019**

**Please refer to guidelines before completing this application**

**APPLICANT DETAILS**

Name \_\_\_\_\_

Postal Address \_\_\_\_\_

Postcode \_\_\_\_\_

Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

**OWNER/S DETAILS**

Name \_\_\_\_\_

Postal Address \_\_\_\_\_

Postcode \_\_\_\_\_

Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Owners Signature \_\_\_\_\_

Date \_\_\_\_\_

**Please Note:** All owners of the property must sign and give consent to this application.  
If the application is successful, reimbursements will be made payable to the owner of the property after the project has been successfully completed and signed off by Council.

**SUBJECT LAND**

Lot and DP Number \_\_\_\_\_

Street Address \_\_\_\_\_

Town \_\_\_\_\_

**THE PROPOSAL** Please attach additional information where required

Proposed Works

Historical significance of building

Present use of building

**FUNDS**

Estimated cost of works: \$\_\_\_\_\_

*Please attach an itemised list of required works and estimated costing to this application.*

Amount sought from this application: \$\_\_\_\_\_

*Please note: a maximum of \$5,000 can be sought from this application and must be matched dollar for dollar by the applicant.*