



2022-2023 Local Heritage Places grant program guidelines

1 Local Heritage Places grant program purpose

The purpose of the program is to provide support for the preservation of heritage items in the Nambucca Valley Council area.

The program supports projects:

- for conservation and maintenance works, and/or
- to meet Building Code Australia upgrades (fire, services, and access) for ongoing and new uses, and/or
- for heritage items and items in conservation areas in the Nambucca Local Environmental Plan (LEP).

Projects funded through the program

An example of a project which might be funded: A local community group manages a building which is a local heritage item in the Nambucca LEP. They are planning maintenance works to repair the exterior roof and install guttering that will cost \$12,000. They apply for a grant of \$3,500 and will contribute \$8,500 themselves towards the project.

2 Type of funding available

- A dollar for dollar grant of up to **\$3,500** is available. Funding received must be at least matched by the applicant.
- Low income applicants (eg pensioners, not-for-profit organisations) can apply for a grant of up to \$3,500 and request that only a portion of this funding be matched by the applicant. Please note that there is limited funding for these types of grants.

3 Opening and closing dates for applying for grants from the program

Applications open on Friday August 2022 and close at 4.00pm on Friday 16 September 2022.

4 Who can apply for grants from the program?

All owners and managers of heritage items, or of items they would like listed as a heritage item, can apply for grants from the Local Heritage Places grant program. First priority projects will be those listed in the Nambucca LEP and other heritage items (or potential items) will be considered if funding is available. You cannot apply for funding if you are a state government agency but may be involved as a project partner.



5 What projects can be funded by the program?

Funding is available for heritage items that are:

- listed as heritage items in the Nambucca LEP; or
- included in a conservation area in the Local Environmental Plan; or
- supported by Council as being of heritage significance.

6 What projects cannot be funded by the program?

Funding will not be available from the program for:

- new buildings
- routine maintenance, e.g. lawn mowing, gutter cleaning or carpet cleaning
- projects where adequate funding is available from the applicant or other sources
- new commemorative monuments or works
- the purchase of heritage buildings
- the relocation of buildings or works to relocate buildings
- private headstones, unless there is no possibility of descendent support
- floodlighting of heritage buildings
- the purchase of equipment
- moveable railway heritage items.

7 Funding priorities

Priority will be given to projects that are:

- for heritage item(s) in a well-maintained heritage streetscape or landscape setting
- for heritage item(s) with public access and visibility
- for urgent maintenance works to avert management risks, e.g. severe deterioration, demolition, or demolition by neglect
- for items that are part of a heritage group or a precinct
- fire, service and access upgrades for compliance with the Building Code of Australia
- for ongoing or adaptive reuse of heritage item(s)
- items that have not received council funding support in the last five years.

8 Common selection criteria

Funding is targeted to projects:

- with sustainable long-term heritage benefits
- that are for public benefit and enjoyment
- that show innovation and leadership
- where the project partners have the capacity and commitment to undertake the project
- that demonstrate funding equity and cost effectiveness.



9 Applying for funding

To apply for funding for a project from the council's Local Heritage Places grant program:

- Read the application form and these guidelines so you know what information you need and if your project fits the types of funding offered.
- Do some background research on your heritage item so you can include all relevant information in your project proposal.
- Prepare a list of project tasks to be completed.
- Get quotes for each of the project's tasks. Council prefers two quotes to be supplied if a task is over \$5,000. One quote is sufficient for tasks costing less than \$5,000, however it may be prudent to get two quotes even for these tasks.
- Ensure you have relevant plans and sketches – depending on the size of the project, you may need to include these in your application.
- Take 'before the project' photographs.
- Talk with council's Development Assessment Officer, Lisa Hall, about your project.
- Complete the application form (electronic copies are available from Council's website at www.nambucca.nsw.gov.au) and keep a copy for your records.

10 Submitting your application

Before you submit your application for funding, you must discuss your project with Development Assessment Officer, Lisa Hall 6568 0228, Lisa.Hall@nambucca.nsw.gov.au .

Email your completed project application with attached digital images and other information to council@nambucca.nsw.gov.au or post it to The General Manager, Nambucca Valley Council, PO Box 177, Macksville NSW 2447. Please either email or post your application. **Do not do both.**

11 Processing your project application

Council will acknowledge receipt of your application within 7 days of the closing date.

Projects will be assessed and approved by the General Manager, through delegation of Council. In assessing your application, the quality and clarity of information provided will be taken into account. A funding offer and contract will be sent to successful applicants by mid October 2022. Nambucca Valley Council will advise unsuccessful applicants at the same time.

All projects must be completed and all funding claimed by **30 April 2023** at the latest. Funding can be claimed at the completion of the project by submitting an acquittal form and receipts or, if funding is required during the project, invoices/purchase orders/quotes or other suitable documents can be forwarded to Council for payment. **Claims received after 30 April 2023 will not be reimbursed by Council, unless prior arrangements have been made in writing with Council.**

The Nambucca Valley Council Local Heritage Places grant program 2022-2023 is a targeted funding program. Projects must meet eligibility criteria, funding priorities and general selection criteria. However, in exceptional circumstances, Council reserves the right to recommend funding for projects that may not fully meet these requirements

12 Further information

Contact Lisa Hall, Development Assessment Officer on (02) 6568 0228.

