



Local Heritage Grant Program Application Guidelines – 2022/2023

A local heritage grant program has been established by Cootamundra-Gundagai Regional Council (CGRC) with aid of funding from support from NSW Government.

CGRC has been successful in attaining a grant under the Heritage NSW Local Heritage Places Grant scheme, which Council will match dollar for dollar, to run the Cootamundra-Gundagai Local Heritage Grant Program. The program offers small grants for local heritage projects as an incentive to assist heritage items listed in the Cootamundra Local Environmental Plan (CLEP) 2013, Gundagai Local Environmental Plan 2011 (GLEP) and other items of heritage significance.

The grant amounts offered by the fund are merit based and successful applicants will be required to match the funding amount from their own finances (as a minimum). Please note that individual grants may range from a few hundred dollars to a maximum amount of \$5000.

The aim of the program is to encourage the conservation of heritage items within the Cootamundra-Gundagai Regional Council Local Government Area (LGA) and promote a positive community attitude to heritage conservation.

Who can apply for grants from the local heritage fund?

Owners of heritage items or heritage related projects within the LGA are invited to apply for assistance under the programme.

Heritage items are;

- Identified as a heritage item within Schedule 5 in either the Cootamundra Local Environmental Plan (CLEP) 2013 or Gundagai Local Environmental Plan (GLEP) 2011, or
- Buildings within the Heritage Conservation Areas as identified in the CLEP or GLEP, or
- Listed as proposed heritage item or identified in the Council Heritage Studies or Inventories, or
- Supported by your local council's heritage advisor or other heritage specialist as being of heritage significance within the LGA.

You cannot apply for funding if you are a state government agency (but may be involved as a project partner).

Applications must be received by 9.30am Monday 22 August 2022.

Eligible Projects

Examples of eligible projects for heritage grant funding assistance include:

- conservation and maintenance work of heritage items (repair, revitalisation, etc.);
- upgrades to meet Building Code Australia (fire, services, and access) for ongoing and new uses;
- veranda reinstatement;
- new and reinstatement of fences;
- external painting (heritage colour scheme);
- shopfront restoration, tiling etc. and
- decorative detailing reinstatement
- applications usually open in July each year.
- demonstrates ability to **complete** the project by **30 April, 2023**

What projects cannot be funded by the local heritage fund?

Funding will not be available from the local heritage fund for;

- Completed projects will not be funded retrospectively
- Routine maintenance (eg lawn mowing, gutter cleaning or carpet cleaning)
- Projects where adequate funding is available from the applicant or other sources.
- Where substantial assistance has been previously provided.
- Purchase of heritage buildings
- Relocation of buildings or work to relocated buildings
- Private headstones, unless there is no possibility of descendent support for the project
- Flood lighting of heritage buildings
- Purchase of equipment
- Movable railway heritage items.

Agreed Funding Priorities

Priority will be given to projects that are;

- fire, service and access upgrades for compliance with the Building Code of Australia
- for urgent maintenance works to avert management risks, e.g. severe deterioration, demolition, or demolition by neglect
- for ongoing or adaptive reuse of heritage item(s)
- for heritage item(s) with public access and visibility
- for heritage item(s) in a well-maintained heritage streetscape or landscape setting
- for properties and buildings within the Conservation Areas or buildings outside the main street or heritage study area that are identified by Council's Heritage Advisor as having heritage significance

Selection 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 **30 April, 2023**;
3. The degree to which the applicant is financially contributing to the project (at least a matching amount);
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 LEP, however preference will be given to those buildings included in the LEP.
8. Projects which are highly visible to the public, e.g. the replacement of a veranda 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

Applying for Funding

A dollar for dollar grant from \$500 up to \$5,000. Payment of successful grant applications will not be made until the project is complete and a final report from Council's Heritage Advisor is received.

To apply for funding for a project from the council's local heritage fund;

- Read the application form 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 at least two quotes for each of the projects 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' and 'after the project' photographs.
- Complete the application form and keep a copy for your records.
- Talk with your council heritage officer or heritage advisor about your project.

Submitting your application

Applications must be received by 9.30am Monday 22 August.

Before you submit your application for funding, you can discuss your project with the heritage officer or the heritage advisor contact Council's Planning Officer, Craig Perrin to arrange a suitable time on 1300 459 689 or craig.perrin@cgrc.nsw.gov.au

Email your completed project application with attached digital images and other information to mail@cgrc.nsw.gov.au

OR

Post to - Cootamundra-Gundagai Regional Council
PO Box 420 Cootamundra NSW 2590

Please either email or post your application. Do not do both

Processing your Project Application

Cootamundra-Gundagai Regional Council will acknowledge receipt of your application within 21 days of the closing date.

Projects will be assessed and approved by Council. In assessing your application, the quality and clarity of information provided will be taken into account.

A funding offer and contract will be usually be sent to successful applicants in September/October.

On your acceptance of this offer, funding will commence. All projects must be completed and all funding claimed by end of April the following year at the latest.

Cootamundra-Gundagai Regional Council will advise unsuccessful applicants.

The Cootamundra-Gundagai Regional Council Local Heritage Fund is a targeted funding program. Projects must meet eligibility criteria, funding priorities and common selection criteria. However, in exceptional circumstances, Council reserves the right to recommend funding for projects that may not fully meet these requirements

Further information

For further information you can contact Cootamundra-Gundagai Regional Council's Planning Officer *Craig Perrin* on 1300 459 689 or email: craig.perrin@cgrc.nsw.gov.au

Applications can be found on Cootamundra-Gundagai Regional Council's Website or can be picked up from Cootamundra-Gundagai Regional Council's Offices at 255 Sheridan Street, Gundagai or 81 Wallendoon Street, Cootamundra.