

Local Government Heritage Grants 2023-25 Funding Guidelines

NSW Heritage Grants

September 2022 (updated)





Acknowledgement of Country

The Department of Planning and Environment acknowledges that it stands on Aboriginal land. We acknowledge the Traditional Custodians of the land and we show our respect for Elders past, present and emerging through thoughtful and collaborative approaches to our work, seeking to demonstrate our ongoing commitment to providing places in which Aboriginal people are included socially, culturally and economically.

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Cover page credit: Pedestrian sidewalk and Victorian style houses in a quiet neighbourhood street - Shuang Li/Shutterstock

More information

Heritage NSW

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Accessibility

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1. About this grant

The NSW Government is looking for innovative ideas to boost public access to state's most significant heritage places and stimulate local economies across NSW.

Heritage NSW has simplified the Local Government Heritage Grant program to support, promote and realise the values of local heritage. The NSW Government is providing funding to local councils who are best placed to understand their community and their connection to heritage.

Each local council in NSW can apply for a \$25,000 grant to support projects that help identify, conserve and promote heritage in their area.

A key change for this year's funding round is that local councils will only need to apply once. This category replaces the several previously offered programs including the Local Heritage Advisors, Small Heritage Grants and Local Government Heritage Studies Grants. This round's funding can still be used for those purposes, as well some additional uses that support local heritage outcomes. It is designed to provide local councils with greater flexibility to meet the needs of their community.

Successful projects must be delivered between July 2023 and May 2025.

2. Key dates

Below is a list of key dates and milestones for the Local Government Heritage Grants program.

Table 1: Program milestones

| Phases | Key dates |
|--|---------------------------------|
| Funding round opens for application submissions | 9am, Saturday 10 September 2022 |
| Funding round closes | 12pm, Friday 2 December 2022 |
| Applications are reviewed by Heritage NSW | December 2022 to March 2023 |
| Applicants notified of allocation outcomes | April/May 2023 |
| Projects to start | Saturday 1 July 2023 |
| Projects to be completed and final grant report submitted. | Thursday 15 May 2025 |

3. What can you do with the grant?

Only local government entities in NSW (local councils) can apply for this grant. Only one application per local council will be accepted.

This grant can be used for a range of services, products, projects and activities that:

- contribute to better management, identification, and conservation of heritage, or
- facilitate commemoration, promotion, celebration and participation in heritage.

Table 2 below shows examples of projects you can use this grant funding for.

Table 2: Eligible activities and projects

| Projects we allow | ✓ |
|---|---|
| Preparing a Heritage Study such as: <ul style="list-style-type: none">• LGA wide heritage study or review.• LGA wide Aboriginal cultural heritage study.• LGA wide landscape heritage study.• LGA wide archaeological management plan.• LGA wide landscape management plan.• heritage development control plan study.• heritage signage strategy.• heritage main street study.• heritage tourism studies.• other heritage studies. | ✓ |
| Running a local heritage grants program. | ✓ |
| Providing a Local Heritage Advisor Service to the community. | ✓ |
| Obtaining specialist heritage advice. | ✓ |
| Interpreting or promoting heritage. | ✓ |
| Providing heritage training to council staff or community. | ✓ |
| Developing heritage tools. | ✓ |
| Costs of updating the State Heritage Inventory/Heritage Management System. | ✓ |

You can find lists of projects awarded funding at previous rounds on our website www.heritage.nsw.gov.au/grants/grants-recipients.

What can't you do with the grant?

An outline of the types of projects that will not be allowed are show below in Table 3.

Table 3: Ineligible activities and projects

| Projects we do not allow | x |
|---|---|
| Aboriginal cultural heritage studies that do not demonstrate satisfactory engagement or consultation with local Aboriginal communities. | x |
| Any project work and associated costs, not including pre-planning, that occurs before 1 July 2023. | x |
| Establishment and/or ongoing management of a heritage committee. | x |
| Ongoing employee positions or in-house project management by salaried officers as either voluntary or cash contributions. | x |
| Construction of new buildings. | x |
| Purchase of or relocation of heritage items. | x |
| Works to commemorative monuments or headstones. | x |
| Purchase of equipment for example lawn mowers etc. | x |
| Routine maintenance such as gardening, gutter cleaning, carpet cleaning etc. | x |
| Conservation of council owned local heritage items (if council is legally responsible for maintenace and repair). | x |

Things to note

If your project involves Aboriginal cultural heritage you must show that the project has the support of the local Aboriginal community, or multiple communities, and how you intend to undertake appropriate consultation with them.

Contact us if you are not sure whether the proposed activity is allowed.

4. How much funding will you get?

Each eligible application will be allocated \$25,000 to be used towards their project. Only one grant will be awarded per council.

Heritage NSW will use Australian Bureau of Statistics (ABS) data to determine if you need to provide a matched contribution. Refer to Attachment 1 on Page 11 to see if your council will need to provide matched funding or not.

For grants that require a matched co-contribution, your contribution will need to be the same, or greater, than the grant amount.

Your contribution may include reasonable in-kind contributions. For example, realistic hourly rates for relevant activities - but not in-house project management by salaried staff.

5. What happens next?

The next steps in the process have been outlined below in Table 4.

Table 4: Key steps in the grant process

| Step | What happens |
|--|---|
| <u>Step 1:</u> Send in your application | Complete the application form in SmartyGrants. You can access it here: www.heritage.nsw.gov.au/grants/applying-for-a-grant You will receive an email acknowledging receipt of your completed application. Applications open 10 September and must be in by 2 December 2022 . |
| <u>Step 2:</u> Eligibility checks | Heritage NSW will review the application against the eligibility criteria. |
| <u>Step 3:</u> Decision | The of Manager Incentives and Engagement Heritage NSW will determine each application. |
| <u>Step 4:</u> Notification | We'll let you know the outcome of your application by 30 June 2023 . You will be notified in writing of the decision. There are no appeals and the decision on applications is final. |
| <u>Step 5:</u> Funding agreement | If you are successful, we'll send you a funding agreement to sign. |
| <u>Step 6:</u> Project commencement | Projects can start from 1 July 2023 . |
| <u>Step 7:</u> Reporting and acquittal | You must send in regular progress reports throughout the project. Your final report on the project's outcomes and expenditure is due by May 2025 |

6. What to expect if you are awarded a grant

If your application is successful:

- the name of your council, details of your project and amount of funding allocated to you will be made public.
- you will be required to sign a funding agreement with terms and conditions.
- you will need to report on key measures to show success.
- you must ensure that projects are undertaken by people with the suitable expertise and qualifications.
- you must acknowledge NSW government funding in all materials produced for your project.
- any study funded by this grant must be made public.
- if running a grant program you must ensure that the grant recipients:
 - obtain any separate approvals and permits under the *Heritage Act 1977*, *National Parks and Wildlife Service Act 1974* and/or local council planning and building requirements before commencing works if required,
 - seek advice of a heritage specialist where appropriate,
 - use suitably qualified and experienced tradespeople, and
 - ensure that physical works projects are undertaken to appropriate heritage standards.

Find out more by visiting the Heritage NSW website www.heritage.nsw.gov.au/applications.

Heritage NSW will seek your written permission to use materials from your project such as photos, videos and documents, in media and publicity.

7. How will the grant be paid?

You will receive grant funding over a two-year period which will be paid against the milestones as outlined in your funding agreement.

You will receive 50% of the funding paid up-front once the funding agreement is executed.

When the two-year funding period is over, we will review:

- the activities, projects or services undertaken,
- the outcomes achieved,
- the amount expended, and
- whether all requirements in the funding agreement have been met.

The final payment is a reimbursement based on actual costs and your co-contribution requirements. Full conditions for payment will be outlined in the funding agreement and its payment schedule.

GST will NOT be added to grants as councils are considered a Government Related Entity. Grants under this program may result in financial, taxation, legal or other impacts. It is strongly recommended that you to seek independent financial advice on any impacts of receiving a grant.

You may also seek advice from the Australian Tax Office if you have further questions about your individual situation.

8. Contact us

Please reach out to Heritage NSW if you have any questions.

Who to contact for help

Heritage NSW

Phone: 02 9873 8500

Email: heritagemailbox@environment.nsw.gov.au

Data from Australian Bureau of Statistics

Socio-Economic Indexes for Australia (SEIFA), 2016 - Table 1 Local Government Area (LGA)
SEIFA Summary 2016 -Index of Relative Socio-economic Advantage and Disadvantage

| LGA | Decile | Matched funding |
|----------------------|--------|-----------------|
| Albury | 5 | Yes |
| Armidale Regional | 6 | Yes |
| Ballina | 8 | Yes |
| Balranald | 3 | No |
| Bathurst Regional | 6 | Yes |
| Bega Valley | 6 | Yes |
| Bellingen | 5 | Yes |
| Berrigan | 4 | No |
| Blacktown | 6 | Yes |
| Bland | 5 | Yes |
| Blayney | 6 | Yes |
| Blue Mountains | 9 | Yes |
| Bogan | 4 | No |
| Botany Bay | 7 | Yes |
| Bourke | 2 | No |
| Brewarrina | 1 | No |
| Broken Hill | 2 | No |
| Burwood | 7 | Yes |
| Byron | 8 | Yes |
| Cabonne | 8 | Yes |
| Camden | 10 | Yes |
| Campbelltown | 4 | No |
| Canada Bay | 10 | Yes |
| Canterbury-Bankstown | 3 | No |
| Carrathool | 5 | Yes |
| Central Coast | 6 | Yes |
| Central Darling | 1 | No |
| Cessnock | 3 | No |
| Clarence Valley | 3 | No |
| Cobar | 5 | Yes |

| LGA | Decile | Matched funding |
|--------------------|--------|-----------------|
| Coffs Harbour | 5 | Yes |
| Coolamon | 6 | Yes |
| Coonamble | 1 | No |
| Cowra | 2 | No |
| Cumberland | 3 | No |
| Dungog | 7 | Yes |
| Edward River | 4 | No |
| Eurobodalla | 5 | Yes |
| Fairfield | 1 | No |
| Federation | 5 | Yes |
| Forbes | 4 | No |
| Georges River | 8 | Yes |
| Gilgandra | 2 | No |
| Glen Innes Severn | 2 | No |
| Goulburn Mulwaree | 5 | Yes |
| Greater Hume Shire | 6 | Yes |
| Griffith | 4 | No |
| Gundagai | 3 | No |
| Gunnedah | 4 | No |
| Gwydir | 3 | No |
| Hawkesbury | 9 | Yes |
| Hay | 3 | No |
| Hilltops | 4 | No |
| Hornsby | 10 | Yes |
| Hunters Hill | 10 | Yes |
| Inner West | 10 | Yes |
| Inverell | 2 | No |
| Junee | 3 | No |
| Kempsey | 2 | No |
| Kiama | 10 | Yes |

| LGA | Decile | Matched funding |
|------------------------------|--------|-----------------|
| Ku-ring-gai | 10 | Yes |
| Kyogle | 2 | No |
| Lachlan | 2 | No |
| Lake Macquarie | 7 | Yes |
| Lane Cove | 10 | Yes |
| Leeton | 4 | No |
| Lismore | 4 | No |
| Lithgow | 2 | No |
| Liverpool | 4 | No |
| Liverpool Plains | 2 | No |
| Lockhart | 6 | Yes |
| Maitland | 6 | Yes |
| Mid-Coast | 3 | No |
| Mid-Western Regional | 5 | Yes |
| Moree Plains | 2 | No |
| Mosman | 10 | Yes |
| Murray River | 7 | Yes |
| Murrumbidgee | 5 | Yes |
| Muswellbrook | 3 | No |
| Nambucca | 2 | No |
| Narrabri | 4 | No |
| Narrandera | 3 | No |
| Narromine | 3 | No |
| Newcastle | 7 | Yes |
| North Sydney | 10 | Yes |
| Northern Beaches | 10 | Yes |
| Oberon | 5 | Yes |
| Orange | 6 | Yes |
| Parkes | 3 | No |
| Parramatta | 9 | Yes |
| Penrith | 7 | Yes |
| Port Macquarie-Hastings | 6 | Yes |
| Port Stephens | 6 | Yes |
| Queanbeyan-Palerang Regional | 10 | Yes |
| Randwick | 10 | Yes |

| LGA | Decile | Matched funding |
|-------------------------|--------|-----------------|
| Richmond Valley | 2 | No |
| Rockdale | 7 | Yes |
| Ryde | 10 | Yes |
| Shellharbour | 5 | Yes |
| Shoalhaven | 5 | Yes |
| Singleton | 7 | Yes |
| Snowy Monaro Regional | 8 | Yes |
| Snowy Valleys | 4 | No |
| Strathfield | 9 | Yes |
| Sutherland Shire | 10 | Yes |
| Sydney | 9 | Yes |
| Tamworth Regional | 5 | Yes |
| Temora | 5 | Yes |
| Tenterfield | 2 | No |
| The Hills Shire | 10 | Yes |
| Tweed | 5 | Yes |
| Upper Hunter Shire | 5 | Yes |
| Upper Lachlan Shire | 7 | Yes |
| Uralla | 6 | Yes |
| Wagga Wagga | 7 | Yes |
| Walcha | 6 | Yes |
| Walgett | 1 | No |
| Warren | 3 | No |
| Warrumbungle Shire | 2 | No |
| Waverley | 10 | Yes |
| Weddin | 4 | No |
| Wentworth | 4 | No |
| Western Plains Regional | 5 | Yes |
| Willoughby | 10 | Yes |
| Wingecarribee | 9 | Yes |
| Wollondilly | 9 | Yes |
| Wollongong | 6 | Yes |
| Woollahra | 10 | Yes |
| Yass Valley | 10 | Yes |