

NSW Heritage Grants

Closed Local Government Heritage Advisors
2017-18 to 2018-19 Guidelines



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1 Introduction

- 1.1 The NSW Government is committed to ensuring that our heritage is valued, protected, and enjoyed.
- 1.2 The NSW Heritage Grants have been provided to help communities to know, value and care for their heritage. The four streams of NSW Heritage Grants are the:
 - 1.2.1 Aboriginal Heritage
 - 1.2.2 Community Heritage Grants
 - 1.2.3 State Heritage
 - 1.2.4 Local Heritage Places.
- 1.3 These Major Works Guidelines fall within the State Heritage stream.
- 1.4 Key elements within this stream have been approved by the NSW Minister for Heritage.
- 1.5 These Guidelines have been approved by the Senior Manager, Policy and Strategy, Heritage Division, Office of Environment and Heritage (OEH) taking into account the elements approved by the Minister. These Guidelines may be reviewed over time with any amendments approved by the Senior Manager, Policy and Strategy or nominee.
- 1.6 NSW Local Heritage Places Grants are administered by the Heritage Grants Team, Heritage Division, within OEH.

2 Program purpose

- 2.1 To conserve, protect, maintain, enhance and celebrate items listed on the State Heritage Register, by assisting owners and managers of SHR listed items to conserve restore and reuse their heritage properties.

3 Funding available

- 3.1 Up to \$150,000 (ex GST) grant funding is available to successful applicants for use over two years.
- 3.2 A matching funding contribution is required from the successful applicant (ie \$ for \$).
- 3.3 Funding is allocated competitively at funding rounds and applications will be ranked against the strategic priorities outlined at clause 6.
- 3.4 50% of funding approved can be claimed in each financial year.

4 Project timing

- 4.1 Projects are to be implemented over two years (over 2017-18 and 2018-19).

5 Eligibility criteria

Who can apply?

5.1 Applicant eligibility criteria

To be eligible:

- 5.1.1 an applicant must be the owner and manager of the State Heritage Register-listed item involved in the project

- 5.1.2 the applicant must agree to provide matching funding towards the project if successful and
- 5.1.3 an applicant must be assessed as having capacity and commitment to undertake and complete the project.

*(*In assessing OEH may take into account outcomes from any previous project, the quality of the application, reasonableness of costs and degree of support from heritage specialists to undertake the project)*

What is eligible?

5.2 Project eligibility criteria

To be eligible a project must:

- 5.2.1 involve a NSW heritage item listed on the State Heritage Register that:
 - a) is not state or federal government owned and
 - b) has not been acquired or leased from a state government agency in the last two years and
 - c) is not subject to a conservation agreement signed in the last two years
- 5.2.2 have a minimum project value of \$20,000 excluding GST,
- 5.2.3 not have been substantially commenced prior to applying for funding and
- 5.2.4 be for:
 - a) physical conservation works or adaptive reuse of an item including restoration, reconstruction, repair, reinstatement, preservation and maintenance (excluding routine maintenance) as defined in the Australia ICOMOS Burra Charter
 - b) State Heritage Register minimum maintenance work as identified on the [OEH website](#)
 - c) fire, services and access upgrades for [Building Code Australia Disability Inclusion Act 2014](#) and [Work Health and Safety Act 2011](#) compliance for ongoing use or adaptive re-use, or
 - d) interpretation works that are based on recommendations contained in an Interpretation Plan or Cultural Tourism Plan.

5.3 Examples of projects

Your local community group manages a building that is listed on the State Heritage Register. Your group is planning to do major conservation works to repair the exterior roof and replace guttering and downpipes and external painting. You have the support of the owner who is not the State or Federal Government. These works will cost \$100,000 (ex GST). You apply for a \$1 for \$1 grant of up to \$50,000.

5.4 Examples of items

Projects may be for any item listed on the State Heritage Register including:

- 5.4.1 Buildings
- 5.4.2 Cemeteries
- 5.4.3 Industrial sites
- 5.4.4 Landscapes
- 5.4.5 Archaeology
- 5.4.6 Maritime archaeology
- 5.4.7 Moveable items
- 5.4.8 Pipe organs

5.5 Excluded Projects

Note: The following will not be funded and are considered ineligible/excluded projects that may not fully meet the program selection criteria or transfer your application to another funding program if deemed appropriate.

- 5.5.1 New buildings
- 5.5.2 Purchase of heritage buildings
- 5.5.3 Relocation of buildings or work to relocate buildings
- 5.5.4 New commemorative monuments, works or headstones
- 5.5.5 Purchase of equipment
- 5.5.6 In-house project management by salaried officers as either voluntary or cash contributions
- 5.5.7 Routine maintenance, such as lawn mowing, gutter cleaning, carpet cleaning, etc.
- 5.5.8 Projects where adequate funding is available from the applicant or other sources, including insurance payout

Note: In exceptional circumstances, OEH reserves the right to recommend funding for projects that fully meet the program selection criteria or transfer your application to another funding program if deemed appropriate.

6 Strategic priorities for funding

- 6.1 Funding is limited and applications are accepted at competitive funding rounds. If the funding round is oversubscribed, applications will be ranked and not all eligible applications will receive a grant offer.

- 6.2 Applications will be assessed against the following criteria if the funding round is oversubscribed:
- 6.2.1 length of time on the State Heritage Register (with preference given to heritage items recently added to the Register)
 - 6.2.2 level of risk to the item, in particular from natural disaster (with preference given to those at higher risk)
 - 6.2.3 the sustainable long term heritage benefits (with preference to those with longer term and more significant benefit)
 - 6.2.4 the degree of facilitation of heritage tourism, public benefit and enjoyment (with preference to those with a higher degree)
 - 6.2.5 the degree of innovation and use of best practice (with preference to the more innovative and better practice)
 - 6.2.6 cost effectiveness (with preference to the more cost effective) and
 - 6.2.7 any other relevant consideration that emerges following receipt of applications

7 Relationship to funding under other Heritage Grants

- 7.1 An applicant may apply for more than one grant under OEH's NSW Heritage Grant Program and Heritage Near Me Grants Program. However the applicant will not be eligible to receive funding from more than one funding stream within these Programs for the one project/works/service.

8 How to apply/processing applications

8.1 Applying for funding

- 8.1.1 The Heritage Division (OEH) will advertise funding rounds on the OEH [website](#), in major metropolitan and regional papers and will directly contact owners of State Heritage Register listed items with information where possible.
- 8.1.2 You must discuss your project with the Heritage Division to better understand any requirement for approvals under the *Heritage Act 1977*.
- 8.1.3 Applications and project management documents are submitted through the [SmartyGrants](#) online grants management system. Click on the "[SUBMIT YOUR APPLICATION](#)" button on the OEH website to go to SmartyGrants.
- 8.1.4 Complete and submit the relevant application form on [SmartyGrants](#) by the closing date.
- 8.1.5 Once the application has been successfully submitted you will receive an email acknowledging receipt of your application.

8.2 Assessment steps

- 8.2.1 Your application will undergo a preliminary assessment by the Heritage Grants team and you may be contacted for additional information if it is required.

- 8.2.2 The Heritage Grants team may also seek the advice of other OEH staff and/or any other third party in considering your application.
- 8.2.3 The Heritage Council or its delegate will review your application and any associated assessments and provide a recommendation to the NSW Minister for Heritage.
- 8.2.4 The NSW Minister for Heritage will determine the eligibility of applications and the level of any funding approved.

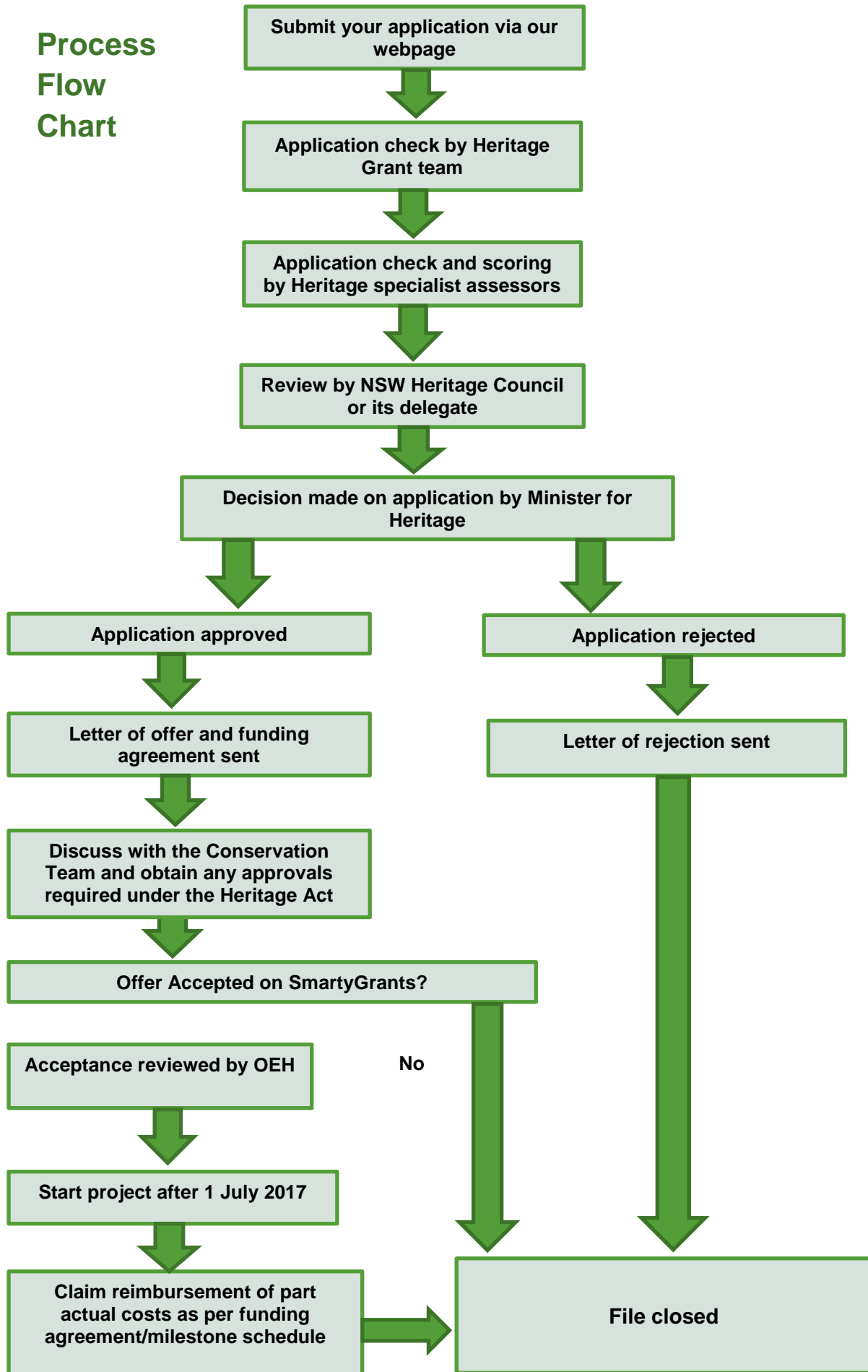
8.3 Assessment considerations

- 8.3.1 In assessing your application consideration will be given to:
 - a) your eligibility for assistance, including your ability to deliver the project
 - b) the proposal's eligibility
 - c) the availability of funding under the Program
 - d) the degree to which the application meets the strategic priorities for funding
 - e) consistency with these guidelines and
 - f) other relevant considerations.

8.4 Following assessment

- 8.4.1 OEH will advise you in writing of the decision on your application as soon as possible.
- 8.4.2 Successful applicants will be required to agree to a funding agreement. This specifies the terms and conditions for grant payments.
- 8.4.3 The names of successful applicants, project details and amount of assistance approved will be made public.
- 8.4.4 Up to four grant milestone payments will be made over two years with a final payment by May/June 2019. Fifty% of the grant can be claimed in each financial year. Payments will be paid as a partial reimbursement of costs. Payments will be based on actual expenditure incurred on the project, the funding formula and will take into account any previous payments and adherence to all acquittal requirements.
- 8.4.5 A condition of any grant milestone payment is that the appropriate approvals have been obtained under the *Heritage Act 1977*. It is the applicant's responsibility to ensure that these have been obtained and no grant payments can be made if they have not been obtained. Grant recipients should also ensure that they comply with any Local Council planning and building requirements and any other legislation.

Process Flow Chart



9 Appeals

- 9.1 There will be no appeals process. The Minister for Heritage's decision on applications is final.

10 Further information

- 10.1 For further information on grants please contact the Heritage Grants team on 9873 8577 or go to <http://www.environment.nsw.gov.au/Heritage/funding/>
- 10.2 A range of guidelines and templates to guide in managing your project is at the [OEH website](#) and [information for owners of listed properties](#) is also available.
- 10.3 For information on approvals under the *Heritage Act 1977* contact the Conservation Team within the Heritage Division on 9873 8500.