

Department of Planning and Environment

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Emergency Works Grants 2023-25 Funding Guidelines

NSW Heritage Grants – For Aboriginal Places and State Heritage Register listed items

July 2023



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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1. About this grant

The NSW Government remains dedicated to safeguarding the most significant heritage places across NSW. To achieve this, the NSW Heritage Grants program is designed to help ensure our heritage is acknowledged, managed, conserved and celebrated.

Heritage NSW manages the Emergency Works Grants, which provide assistance to declared Aboriginal Places and items on the State Heritage Register (SHR) that need repairs due to, or to address risks caused by, unexpected events.

If you plan to apply for this grant, keep in mind that these Guidelines apply to applications made from 1 July 2023 and 30 June 2025.

2. Who can apply?

If you are the owner, manager, long-term lessee or custodian of a declared Aboriginal Place or item listed on the SHR in NSW, you are eligible to apply if you have written support from the owners of the site or all owners/owners' corporation.

If the site is a declared Aboriginal Place, you must also have written support of its Aboriginal custodians.

How to check if it's an Aboriginal Place or an item on the SHR

Aboriginal Places are cultural heritage sites that have been legally declared under the *National Parks and Wildlife Act 1974* due to their significance for Aboriginal people and importance to the story of NSW.

The SHR is a statutory list of items (places and objects) which represent heritage of particular importance to the people of NSW.

All types of heritage listings are included on the State Heritage Inventory. To check if it's an Aboriginal Place or an item on the SHR search the State Heritage Inventory at www.environment.nsw.gov.au/topics/heritage/search-heritage-databases/state-heritage-inventory.

Who can't apply?

You are not eligible if:

- you are a State or Federal Government agency

- a State or Federal Government Agency has legal responsibility for maintenance or repair of the site
- your business or entity is located or incorporated outside of NSW

Heritage NSW will also consider any whole of government policy or guidelines that restrict an applicant’s access to grants programs.

3. What can you apply for?

Your project is eligible if it:

- is for works or activity within the boundary of an Aboriginal Place, or curtilage of a SHR item
- addresses damage or an issue caused by an unexpected event that is outside your control
- has a heritage benefit such as protecting or repairing the parts of an item or place with heritage significance, and
- is not covered by the applicant’s/owner’s insurance.

An outline of the types of projects that could be funded are shown below.

Table 2: Examples of eligible works

Examples	✓
Repairing damage caused by vandalism.	✓
Repairing damage caused by an accident. <i>For example, storm damage, tree removal, traffic accident etc.</i>	✓
Providing short term protection. <i>For example, propping and providing tarpaulins to protect a SHR listed building that may collapse, or scar tree at an Aboriginal Place that has fallen during an extreme storm</i>	✓
Temporary relocation of a movable item. <i>For example, moving a museum archival collection to a safe area because of flooding.</i>	✓

Things to note:

We recommend you contact your local council's heritage advisor or engage a heritage specialist:

- to help plan your project so that it meets any heritage and legislative requirements and
- to oversee the heritage aspects of the project and complete compliance certificates at key stages of the project

To get a better understand of what can or can't be funded, visit our website to view the lists of projects awarded funding at previous rounds

www.environment.nsw.gov.au/topics/heritage/heritage-grants/grants-awarded.

What can't you apply for?

An outline of the types of projects that will not be funded are shown below.

Table 3: Ineligible activities projects and contexts

Projects we do not fund	×
Works to repair damage or issues that resulted from standard wear and tear	×
Routine replacement, maintenance and repair of an item	×
Projects where the State or Federal Government Agency has legal responsibility for maintenance or repair of the site	×
More than one application relating to the same item and unexpected event	×
Project works and associated costs, not including pre-planning and safety works, that occurs before the application is submitted	×
Projects that are exclusively: <ul style="list-style-type: none">• to make safe immediately following a disaster that is led by RFS or other emergency services and agencies• for revegetation, erosion or land management• cultural burning• to remediate health and safety risks	×

Projects we do not fund	×
Asbestos removal	×
Ongoing employee positions or in-house project management by salaried officers as either voluntary or cash contributions.	×
Construction of new elements such as an amenities block, headstones and monuments	×
Purchase of equipment or heritage items for example lawn mowers and security cameras or a heritage collection etc	×
Works that rely on ongoing funding	×
Works that are considered unsuitable for the site or the situation	×

In exceptional circumstances, Heritage NSW reserve the right to recommend funding for projects that may not fully meet the eligibility criteria.

4. How much can you apply for?

The funding limit for Emergency Works funding is \$10,000 (excluding GST) per project, and you do not need to contribute to the project financially.

5. Key eligibility criteria

During the application process, you will be asked to provide information to help Heritage NSW determine whether you meet the eligibility criteria in these funding guidelines. The key criteria are outlined in the table below.

Table 5: Summary of key eligibility criteria

Key things we will review	✓
The works or activities are to a declared Aboriginal Place or a State Heritage Register listed item	✓
The owners and custodians support the project	✓
The works are needed because of an unexpected event (something outside of your control) rather than being due to normal wear and tear	✓
The works are not covered by insurance	✓
The works have a heritage benefit	✓

6. What happens next?

Table 6: Summary of next steps

Step	The process
<p>Step 1: Prepare your application</p>	<p>Read these guidelines.</p> <p>Check if your site is on the State Heritage Inventory as a declared Aboriginal Place or on the SHR.</p> <p>Get your supporting documents ready such as quotes, photos, plans, letter from insurer evidence of support, and permissions from owner/s.</p> <p>Contact us if you have any questions about your project eligibility, using SmartyGrants or getting heritage approvals.</p>
<p>Step 2: Submit your application</p>	<p>Complete the online application form in SmartyGrants. You can access it here: www.environment.nsw.gov.au/topics/heritage/heritage-grants.</p> <p>You will be asked about your project as well as how you meet the eligibility criteria.</p> <p>You will receive an email acknowledging receipt of your application.</p>

Step	The process
Step 3: Eligibility check	Heritage NSW will check: <ul style="list-style-type: none"> • your application against all eligibility criteria; and • consider if you need to obtain separate heritage approvals or permits.
Step 4: Decision	The Director Customer Service, Heritage NSW will decide if: <ul style="list-style-type: none"> • your application is eligible; and • any special conditions should be added to an approval.
Step 5: Notification	We will let you know the outcome of you application within a month of you applying. There are no appeals and the decision on applications is final.
Step 6 Funding agreement	If you are successful, we will: <ul style="list-style-type: none"> • send you a funding agreement through DocuSign; and • ask you to invoice us for 50% of the grant.
Step 7 Reporting	You will need to: <ul style="list-style-type: none"> • complete the project within six months, and • report on the project and expenditure in SmartyGrants. If satisfactory the final grant payment will be made.

7. What to expect if you are successful

If your application is successful:

- your name, details of your project and amount of funding provided will be published on the Department of Planning and Environment website.
- you will have to sign a funding agreement with terms and conditions.
- any physical works must be done by qualified and experienced people and to appropriate heritage standards. Your project might have to be overseen by a Heritage Specialist.
- approvals or permits under *Heritage Act 1977* or *National Parks and Wildlife Act 1974* must be given before you start any work. Find out more by visiting www.environment.nsw.gov.au/topics/heritage/apply-for-heritage-approvals-and-permits.

- you must comply with any local council planning, heritage and building requirements.
- you must use best practice heritage guidelines for quality heritage outcomes.
- you must acknowledge NSW government funding.

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

Things to note

Once the funding agreement is signed, you will receive payments in stages against the agreed milestones and 50% of the funding will be paid up-front.

The remainder of the grant will be held until after the project is finished. Heritage NSW will check the quality of the project, and that all requirements have been met, before making the final payment.

The payment amount will be based on actual project costs.

Full conditions for payment will be outlined in the funding agreement and payment schedule.

If you are registered for GST, it will be added to the funding amount except for local government grant recipients.

Grants under this program may result in financial, taxation, legal or other impacts. We strongly recommended that you seek independent financial advice on receiving a grant.

You might also want to get advice from the Australian Tax Office if you have 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 8550

Email: heritagemailbox@environment.nsw.gov.au

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