



# NSW Heritage Grants

Closed Aboriginal Heritage 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 the community to know, value and care for our 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 Guidelines are for the Aboriginal 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 Director, 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 Director Strategy or nominee.
- 1.6 NSW Heritage Grants are administered by the Heritage Grants Team, Heritage Division, within OEH.

## **2 Program purpose**

- 2.1 To support the conservation and promotion of significant Aboriginal heritage in NSW.

## **3 Funding**

- 3.1 Grant funding between \$20,000 and \$70,000 (ex GST) per project is available.
- 3.2 Matching funding is required if the successful grant recipient is a Local Government entity/authority (Local Council).
- 3.3 No matching funding is required from a successful grant recipient that is not a Local Council.
- 3.4 Funding is allocated competitively at funding rounds. A ranking system will be applied to prioritise applications as outlined at Clause 6 of these Guidelines.

## **4 Project timing**

- 4.1 These Guidelines apply to projects to be implemented over one financial year (2018-19).

## **5 Eligibility criteria**

### **5.1 Applicant eligibility criteria**

- 5.1.1 To be eligible for assistance applicants must be:
  - a) an Aboriginal organisation/community group, or

- b) an individual, consultant or organisation supported by an Aboriginal organisation /community, or
- c) a NSW Local Council or group of Councils or
- d) a State Government Agency where heritage is not:
  - its core business or
  - part of its development obligations.

5.1.2 To be eligible for assistance the applicant must be assessed by OEH as having the capacity and commitment to undertake and complete the project\*.

5.1.3 To be eligible for assistance the applicant must agree to the conditions identified at Clause 6 of these Guidelines.

(\*In assessing applications 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)

## 5.2 Project eligibility (also see 5.3 & 5.4)

5.2.1 To be eligible a project must meet all of the following objectives:

- a) conserve, promote or otherwise benefit an item of Aboriginal cultural heritage listed on the State Heritage Register or gazetted as an Aboriginal Place under the *National Parks and Wildlife Act 1974* (that is not state or federal government owned and managed, for more information please refer to Clause 5.2.4)
- b) be for the:
  - i. development of a heritage conservation management document/tool or
  - ii. for works recommended in a finalised heritage conservation management document or other management document (that has been endorsed by the Heritage Council or OEH or meets the standards outlined within the Guidelines for developing management plans for declared Aboriginal Places on the [OEH website](#))
- c) relate to the area within the curtilage of the State Heritage Register listed item or area within the boundary of the gazetted Aboriginal Place
- d) demonstrate support of the local Aboriginal community, the owner of the site and manager of the site
- e) have a minimum project value of \$20,000 (ex GST)
- f) must be implemented over one financial year (2018-19) with no retrospective funding allowed (unless otherwise agreed by OEH).
- g) be for new heritage services or products not duplication or repetition of existing services and
- h) not include funding for ongoing employee positions to manage the project.

5.2.2 To be eligible, the project must be assessed by OEH as being high quality and clearly demonstrate long term and significant heritage benefit to the item.

5.2.3 To be considered for assessment the application should where possible:

- a) include three written quotes for work where expected expenditure is greater than \$20,000 (ex GST), and/or
- b) include one or more quote(s) where expected expenditure is between \$2,000 and \$20,000 (ex GST).

5.2.4. To be eligible, projects must be on land where a Federal or State agency does not have responsibility for protecting Aboriginal cultural heritage (see examples below).

Eligible	Not Eligible
Projects where an individual, not-for-profit, local council, or other non-government entity is responsible for the site's care and maintenance.	Projects on Travelling Stock Routes (Local Land Services have responsibility)
	Project within National Parks (Office of Environment and Heritage has responsibility)

(Note: In exceptional circumstances, OEH reserves the right to recommend funding for projects that may not fully meet the program selection criteria or transfer your application to another funding program if deemed appropriate)

### 5.3 Examples of documents and works considered eligible

5.3.1 Heritage Conservation management documents that are considered eligible are:

- a) Conservation Management Plans
- b) Plan of Management or other management documents
- c) heritage interpretive strategies
- d) heritage communication plans/strategies and
- e) archival recordings.

5.3.2 The types of work within finalised management documents considered eligible are:

- a) conservation works (excluding routine maintenance work)
- b) interpretation and/or signage
- c) media documents such as website, pamphlets and brochures
- d) educational materials
- e) oral histories
- f) recording or documenting significant Aboriginal community events
- g) shared history projects and
- h) thematic studies.

## 5.4 Excluded projects

- 5.4.1 The following will not be funded and are considered ineligible /excluded project types:
- a) conservation works that are within a heritage management document that has been not been endorsed or not met the relevant standards noted at Clause 5.2.1 b)
  - b) cultural activities or celebrations
  - c) keeping places
  - d) university degree projects
  - e) construction of new buildings
  - f) purchase of heritage items
  - g) relocation of heritage items
  - h) new commemorative monuments, works or headstones
  - i) purchase of equipment
  - j) routine maintenance such as lawn mowing, gutter cleaning and carpet cleaning and
  - k) heritage management documents required for statutory purposes eg Aboriginal cultural heritage assessments relating to environmental impact assessments.

## 6 Key conditions if approved

- 6.1 If your project is approved for funding you must agree to meet all of the following:
- 6.1.1 that you will engage a heritage specialist to supervise and provide advice on any works approved
  - 6.1.2 that you will obtain any relevant approvals or exemptions required under the *Heritage Act 1977 and National Parks and Wildlife Act 1974* and also ensure that you comply with any Local Council planning and building requirements and any other legislation
  - 6.1.3 that you will meet best practice Guidelines identified on the OEH website, including [Guidelines for developing management plans for declared Aboriginal Places](#) and [Conservation Management Plan \(CMP\) Assessment Checklist](#). This will include seeking endorsement of any management report by the Heritage Council (for an SHR listed item) or OEH (for an Aboriginal Place) before your final grant payment is made.

## 7 Strategic priorities for funding

- 7.1 As funding rounds are competitive, applications will be assessed against the following funding criteria to rank applications:
- 7.1.1 the value of the sustainable long-term heritage benefits provided by the project (with preference to those with higher value)
  - 7.1.2 the extent of partnership arrangements with and capacity building for Aboriginal organisations (with preference to those with greater Aboriginal organisation involvement)

- 7.1.3 the extent of public benefit and enjoyment and community leadership potential, with regard to Aboriginal cultural heritage (with preference to those with greater benefit)
  - 7.1.4 the degree of best practice (with preference to demonstration of better practices)
  - 7.1.5 the length of time since gazettal or listing (with preference given to items recently gazetted or listed).
- 7.2 Applications are considered at a competitive funding round and not all eligible applications will receive a grant.

## 8 Relationship to funding under other Heritage Grants

- 8.1 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.
- 8.2 Applicants must declare in their grant application if they have applied for Heritage Near Me funding for the same project.

## 9 How to apply and processing applications

### 9.1 Applying for funding

- 9.1.1 Heritage Division, OEH will advertise funding rounds on the OEH website and in major metropolitan and regional papers.
- 9.1.2 Discuss your project with staff in the nearest [OEH Regional Office](#).
- 9.1.3 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](#).
- 9.1.4 Complete and submit the relevant application form on [SmartyGrants](#) by the closing date.
- 9.1.5 Once the application has been successfully submitted you will receive an email acknowledging receipt of your application.

### 9.2 Assessment steps

- 9.2.1 Your application will undergo a preliminary assessment by the Heritage Grants team and you may be contacted for additional information if it is required.
- 9.2.2 The Heritage Grants team may also seek the advice of other OEH staff, the Aboriginal Cultural Heritage Advisory Committee and/or any other relevant third party in considering your application.
- 9.2.3 The Heritage Council (or its delegate) will review your application and any assessments and provide a recommendation to the NSW Minister for Heritage or her delegate.
- 9.2.4 The NSW Minister for Heritage or their delegate will determine applications and the level of funding approved.



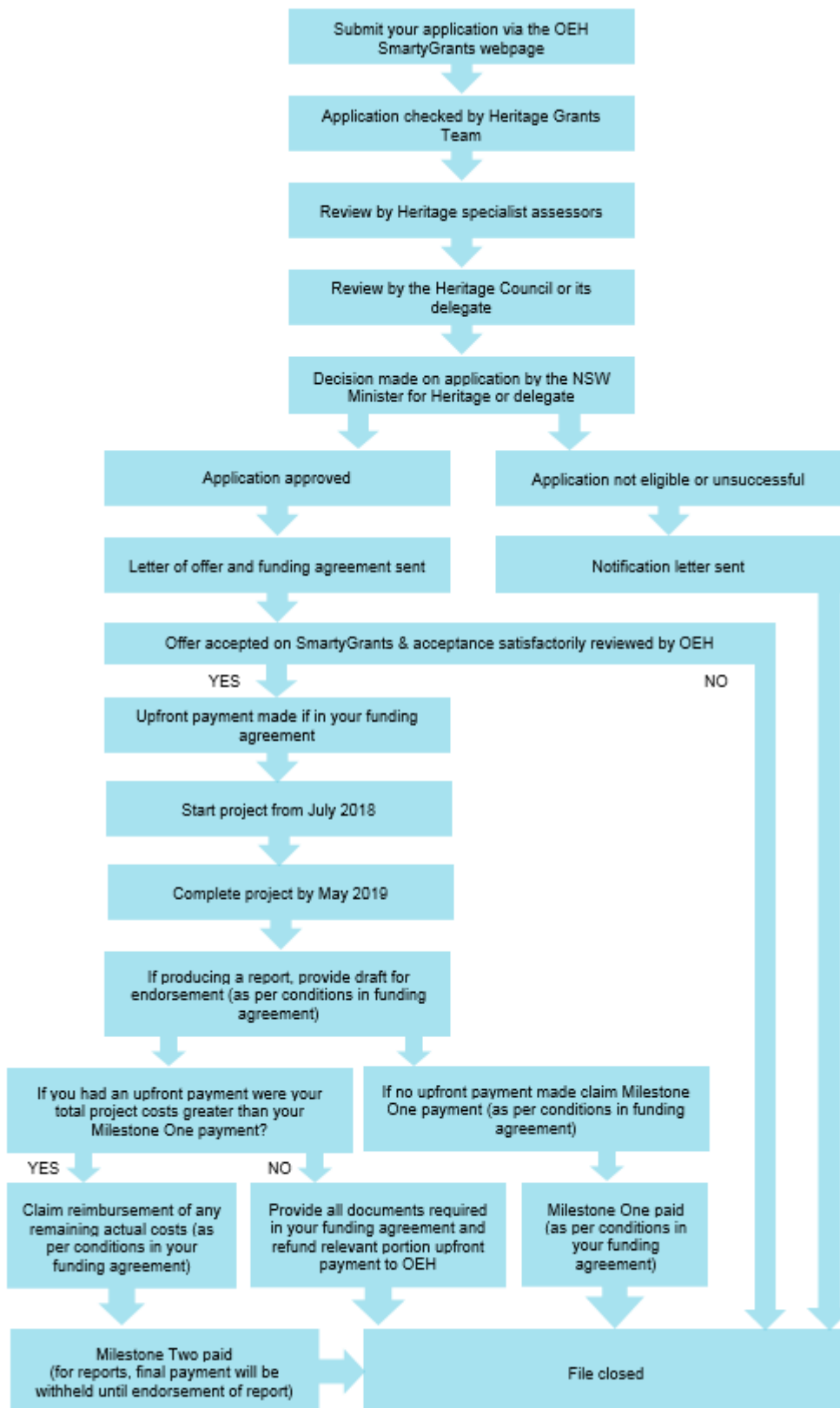
### 9.3 Assessment considerations

- 9.3.1 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 quality and outcomes of the project
  - d) the availability of funding under the Program
  - e) the degree to which the application meets the strategic priorities for funding
  - f) consistency with these guidelines and
  - g) other relevant considerations.

### 9.4 Following assessment

- 9.4.1 OEH will advise you in writing of the decision on your application as soon as possible.
- 9.4.2 Successful applicants will be required to accept the grant and sign a funding agreement. This specifies the terms and conditions for grant payments.
- 9.4.3 OEH will review your acceptance of the grant, determine whether any conditions of approval have been met and advise you when you can commence your project.
- 9.4.4 You commence the project using OEH best practice guidelines as noted at 6.1.4. Links to these guidelines will also be provided in your funding agreement.
- 9.4.5 Generally, grant milestone payments will be made as a reimbursement of actual expenditure.
- 9.4.6 Consideration will be given to a 50% upfront payment:
- where the applicant is a Local Aboriginal Land Council or
  - once an agreement has been signed to engage a contractor to conduct the project.
- Remaining grant funds will be paid at milestones, as identified in your funding agreement, with a final milestone at the end of the project upon endorsement of the final report (by the Heritage Council or OEH as appropriate) and documents confirming actual expenditure incurred on the project. Where the first milestone has not been fully expended on the project, the applicant will be required to refund OEH the unexpended amount.
- 9.4.7 The names of successful applicants, project details and amount of assistance approved will be made public on the [OEH webpage](#).

### 9.5 Process Flow Chart\*



\*This chart is a summary only, please see clause 9.1 to 9.4 for more information.

## 10 Appeals

- 10.1 There will be no appeals process. The decision on applications is final.

## 11 Where to get more information

- 11.1 For further information on grants please contact the Heritage Grants team or Aboriginal Heritage Officer on 9873 8577 email [heritage.grants@environment.nsw.gov.au](mailto:heritage.grants@environment.nsw.gov.au) visit the OEH website at [www.environment.nsw.gov.au/Heritage/funding/](http://www.environment.nsw.gov.au/Heritage/funding/) or contact your OEH regional office for help.