

## LOCAL HERITAGE FUND GUIDELINES

### Background

The Parkes Local Heritage Fund was established by Parkes Shire Council, with assistance from the NSW Heritage Branch.

### Aim of the Fund

The aim of the fund is to provide funding assistance to owners and managers of historic properties to undertake research or conservation works on the properties. The overall aim being, to encourage the conservation of places and buildings of heritage significance within the Parkes Shire Local Government Area.

### Invitation to Apply

Owners, occupiers, or managers of heritage buildings in the Parkes Shire Local Government Area are invited to apply. If you are not the owner, you must have the permission of the owner to apply for the grant.

### What will be funded?

Projects which involve the repair, maintenance, or reinstatement of missing or damaged items on heritage structures within Parkes Shire. This may include fences, verandahs, windows, roof cladding and decorative detail.

### Which projects won't be funded?

Funding will generally **NOT** be provided for the following projects:

- Where assistance is reasonably available from another source;
- Where substantial assistance has previously been provided;
- Where the applicant has yet to complete other projects assisted by this fund or other Council funding;
- Purchase of a building, site or moveable item;
- A new addition to a heritage building;
- Addition of new internal fittings such as a kitchen or bathroom;
- Relocation of a heritage building or work on a relocated heritage building; or
- Work on a government owned building still used for a government purposes.

### Amount of funding provided for individual projects

A dollar for dollar grant up to \$5,000.00 excluding significant heritage projects. Grants must not exceed 50% of the total approved work. Payment of grants will not be made until the project is complete and a final report is received and the work inspected by Council.

Be advised that if you are allocated funding and do not complete your project by the end of April, your grant funding amount may be forgone for the year.

## Selection Criteria

Funding is targeted to projects with:

1. Sustainable long term heritage benefits e.g. main street;
2. Public benefit and enjoyment;
3. Innovation and leadership;
4. Capacity and commitment to undertake the project;
5. Funding equity and cost effectiveness;
6. Urgent works to avert a threat to a heritage item; and
7. Little or no prior funding received.

## What you need to do to apply?

### 1. Background Research

It will assist your case if you can properly demonstrate why the work you propose is appropriate from a heritage point of view. To do this you may need to do some research, e.g. the library or the local historical society may have information on the building including photographs. Council's Heritage Advisor may have some suggestions to follow up on.

### 2. Proposed Work

Consult Council's Planning Department about the intended works, as a report can be provided which will assist with the completion of the application. You then need to decide in detail what work you want to carry out. This should be put down in a clear, item by item job schedule (list of project tasks to be completed).

### 3. Quotes

Get at least two (2) quotes for all of the project work from registered tradespersons. Put these costs alongside the schedule of work you have prepared.

### 4. Plans and Sketches

Depending on the size of the job you may need these to attach to your application.

### 5. Photographs

Take before photographs/images.

### 6. Fill in the Application Form

Applications must be submitted to Council by **Friday, 30 June 2023**.

## Questions?

Contact Planning and Environment Department on (02) 6861 2373 to discuss the extent of the proposed work, eligibility and other details of your project or to make an appointment with Council's Planning staff.

## Processing your Project Application

- Parkes Shire Council will acknowledge receipt of your application within 21 days of the closing date. In assessing your application the quality and clarity of information provided will be taken into account.
- Projects will be assessed and approved by Council.
- A funding offer and contract will be sent to successful applicants. Council will advise applicants if successful/unsuccessful in receiving funding in July 2023.