



Local heritage fund guidelines – 2023-2024

1 Local heritage fund purpose

The aim of the fund is to encourage as much positive work on heritage items in the area as possible. It is hoped that this process will create greater interest and concern for conservation for heritage items and places within the local government area.

The local heritage fund funds projects:

- for conservation and maintenance works;
- to meet National Construction Code upgrade requirements (fire, services, and access) for ongoing and new uses;
- is to be used for heritage listed items, and contributing buildings or items located within conservation areas, identified in the Cabonne Council Local Environmental Plan 2012; and

2 Projects funded through the local heritage fund

Projects may be eligible that involve repairs, alterations, renovations, maintenance of heritage buildings or places, such as external painting, fences, verandahs, roof-cladding, windows, doors, awnings and decorative detail.

3 Type of funding available

Types of grants that are available are:

- grants of up to \$2,000 (but not exceeding 50% of the value of the project)

It is proposed that the maximum level of funding per project will generally be \$2,000 per application. Greater funding may be made if the circumstances warrant. You will be required to provide at least matching finance for the project. There will clearly be cases where you may intend to contribute more to the project. Projects that predominantly involve your own labour may receive a nominal grant of \$500.

3 Opening and closing dates for applying for grants from the local heritage fund

Applications are open until 24 October 2023.

Council may consider late applications if the fund has not been exhausted. Please contact council for more information.

Projects must be able to be completed by 31 May 2024.



4 Who can apply for grants from the local heritage fund?

Owners of buildings and places within the Cabonne local government area are invited to apply. Council may also consider applications from owners of other buildings with historical significance. These guidelines have been prepared to assist in the preparation of such applications.

You cannot apply for funding if you are a state government agency but may be involved as a project partner.

5 What projects can be funded by the local heritage fund?

Funding is available for heritage items that are:

- listed as **heritage items** in the Cabonne Local Environmental Plan 2012, or
- contributory buildings or items located in a **heritage conservation area** in the Cabonne Local Environmental Plan 2012, or
- otherwise of heritage value.

A list of **heritage items** is available here:

[Cabonne Local Environmental Plan 2012 \(2013 EPI 2\) - NSW Legislation](#)

A map of the **Canowindra Heritage Conservation Area** is available here:

[1400_COM_HER_003C_020_20121002 \(windows.net\)](#)

A map of the **Molong Heritage Conservation Area** is available here:

[1400_COM_HER_004AA_020_20120503 \(windows.net\)](#)

6 What projects cannot be funded by the local heritage fund?

Funding will not be available from the local heritage fund for:

- new buildings
- routine maintenance, e.g. lawn mowing, gutter cleaning, carpet cleaning, etc.
- the purchase of heritage buildings
- the relocation of buildings or works to relocate buildings
- works to commemorative monuments or headstones
- floodlighting of heritage buildings
- the purchase of equipment
- moveable railway heritage items
- where assistance is reasonably available from another source
- where substantial assistance has been previously provided
- where the applicant has yet to complete other assisted projects
- work on a government or Council owned and operated building(s)
- historical research projects
- where funding has already been obtained from the Cabonne Local Heritage Fund three times previously

7 Agreed funding priorities

Priority will be given to projects that are:

- for heritage item(s) in a well-maintained heritage streetscape or landscape setting
- for heritage item(s) with public access and visibility
- for urgent maintenance works to avert management risks, e.g. severe deterioration, demolition, or demolition by neglect
- for items that are part of a heritage group or a precinct
- fire, service and access upgrades for compliance with the National Construction Code
- for ongoing or adaptive reuse of heritage item(s)
- for items that have not received council funding support in the last five years.

8 Common selection criteria

The Council in assessing the priority of your application will take the following matters into account:

- the applicant's ability to demonstrate technical and financial responsibility for the project, and demonstrate ability to complete the project and submit all accompanying paperwork
- the degree to which the applicant is financially contributing to the project
- the projects which clearly complement and encourage broader heritage conservation objectives
- projects which would encourage the conservation of other heritage items
- projects which demonstrate heritage value to the community; i.e., buildings appearing on several heritage lists, such as National Estate Register, National Trust Register or Cabonne LEP 2012
- projects which are highly visible to the public; e.g. the replacement of a verandah to a building in a main street location
- projects which have high public accessibility; e.g. a local church, museum or private home which open to the public on occasion
- projects which are in an area which has received little or no funding previously
- projects involving aspects of heritage which have received little or no funding previously e.g. historic gardens
- projects subject to conservation controls where the owner is able to show hardship arising from conservation work required to the item
- urgent projects to avert the threat to a heritage item
- with sustainable long-term heritage benefits
- that show innovation and leadership
- that the work is yet to be commenced

Note: It is not necessary for your project to meet all of these criteria.

9 Applying for funding

To apply for funding for a project from the council's local heritage fund:

- Read the application form so you know what information you need and if your project fits the types of funding offered.
- Do some background research on your heritage item so you can include all relevant information in your project proposal.
- Seek advice of a heritage specialist (where appropriate).
- Prepare a list of project tasks to be completed, including whether any approvals or permits are required from council, Heritage NSW, or other agencies.
- Get at least two quotes for each of the project tasks - works must be undertaken by suitably qualified and experienced tradespeople to appropriate heritage standards.
- Ensure you have relevant plans and sketches – depending on the size of the project, you may need to include these in your application.
- Take 'before the project' and 'after the project' photographs.
- Complete the application form and keep a copy for your records.
- Talk with your council's planning officers about your project.
- Please be aware that applications form part of council's public record, and will be published and reported to council meetings. Successful projects will be reported to Heritage NSW. Heritage NSW and/or council may use materials from your project such as photos, videos and documents, in media and publicity.

10 Submitting your application

Email your completed project application with attached digital images, quote(s), and other supporting information to council@cabonne.nsw.gov.au or **post** it to:

Cabonne Council
PO Box 17
MOLONG NSW 2866

Please **either** email or post your application. Do not do both.

Applications must be received by 24 October 2023.

11 Processing your project application

Cabonne Council will acknowledge receipt of your application within 21 days.

Projects will be assessed and approved by Cabonne Council. In assessing your application, the quality and clarity of information provided will be taken into account.

A funding offer and contract will be sent to successful applicants.

On your acceptance of this offer, funding will occur following proof of completion of works. All projects must be completed and all funding claimed by 31 May 2024 at the latest.

Cabonne Council will advise unsuccessful applicants.

The Cabonne Council Local Heritage Fund is a targeted funding program. Projects must meet eligibility criteria, funding priorities and common selection criteria. However, in exceptional circumstances, Cabonne Council reserves the right to recommend funding for projects that may not fully meet these requirements.