



Glen Innes Local Heritage Assistance Fund 2023-2024

Project Application Form

This form should be completed by all applicants who wish to obtain funding for their project from Council's Local Heritage Assistance Fund

PECUNIARY INTEREST (Must be completed)

(Please tick box appropriate boxes)

To the best of my knowledge, I have no pecuniary interest or non-pecuniary conflict of interest. ☐

I am an Employee (or spouse of employee) of Glen Innes Council ☐

I am a Councillor or spouse of Councillor ☐

I have a legal involvement in the item, the subject of this application ☐

Other (please state) ☐

.....

1. Project name and address

Project name

Address of project

Local Heritage Item No.

[Glen Innes Severn Local Environmental Plan 2012 - NSW Legislation](#)



Office of
Environment
& Heritage

Heritage Council
of New South Wales



2. Project details

Provide a short summary of what your project will achieve (under 100 words)

What will you do with the local heritage fund funding?	
Project scope and itemised costing	<i>Attach your project scope and itemised costing, and any supporting information. Please provide two (2) quotes for the works, however Council will accept one (1) quote if difficulties are incurred in obtaining two (2).</i>
Please attach before photos of your project using the Photo Monitoring form attached.	Photos attached: Yes: <input type="checkbox"/> No: <input type="checkbox"/>
3. Project funding	
Total project cost	\$
What is your contribution to the project?	\$
How much funding are you requesting?	\$
4. Funding eligibility	
To be eligible for funding, you must answer 'yes' to at least one of the following: My project is: <ul style="list-style-type: none"> • for a heritage item or an item included in a conservation area listed in Council's Local Environmental Plan • supported by the Council's Heritage Advisor or other heritage specialist as being of heritage significance • an item listed on the State Heritage Register • other (please specify below) 	<i>Please click either 'Yes' or 'No box in each set below:</i> Yes: <input type="checkbox"/> No: <input type="checkbox"/> Yes: <input type="checkbox"/> No: <input type="checkbox"/> Yes: <input type="checkbox"/> No: <input type="checkbox"/> Yes: <input type="checkbox"/> No: <input type="checkbox"/>
To be eligible for funding, you must answer 'yes' to all of the following: I will complete my project and claim my project funding by 8 April 2024. I acknowledge that I may need to arrange Council or Heritage Office approvals for these works, apart from this funding application. I agree to erect a Council sign at the front of my heritage item(s) acknowledging funding assistance received.	<i>Please click either 'Yes' or 'No box in each set below:</i> Yes: <input type="checkbox"/> No: <input type="checkbox"/> Yes: <input type="checkbox"/> No: <input type="checkbox"/> Yes: <input type="checkbox"/> No: <input type="checkbox"/>

5. Funding Priorities	
<p>Describe ways in which your project will achieve one or more of the funding priorities set out below.</p> <ul style="list-style-type: none"> • Projects with Public visibility. E.g. can be seen from the street; • Projects which protect the building from deterioration. 	<p><i>Please type in the funding priority or priorities below, then explain ways in which your project will achieve the priority or priorities.</i></p>
<p>If your project is for urgent maintenance works to avert management risks, for example, to manage severe deterioration or avoid demolition or demolition through neglect, the funding priorities are:</p> <ul style="list-style-type: none"> • Protection from ingress of water E.g. roof and / or gutter repairs 	
6. Common selection criteria	
Answer all the following questions – 6a, 6b, 6c and 6d	
<p>6a. Sustainable long-term heritage benefits</p> <p>Describe ways in which your project contributes to the sustainable management of the heritage item, such as through the development or update of a conservation management plan, maintenance plan, sustainability management plan.</p> <p><i>Also attach a copy of your plan(s) as a separate file if relevant</i></p>	
<p>6b. Public benefit and enjoyment: community leadership</p> <p>Describe ways in which your project increases opportunities for learning, access and enjoyment; supports active community support, involvement, and employment; supports regional economies; and encourages positive community attitudes</p>	
<p>6c. Innovation</p> <p>Describe ways in which your project involves a high degree of innovation and creativity, if any</p>	

6d. Capacity and commitment to undertake the project Do you have the necessary time, and project and financial management skills, to successfully undertake this project? Will your project be completed within the funding timeframe and be fully claimed by 8 April 2024?		Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
7. Local Council contact			
I have discussed my project with the Council Staff or Heritage Advisor before lodging this application		Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
Name of Council contact			
8. Applicant details			
<i>Council will correspond with this person</i>			
Name			
Mailing address (remember to include postcode)			
Phone number (business or day)			
Mobile phone number			
Email address			
ABN registered name			
ABN number			
Are you registered for GST		Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
9. Ownership			
<i>Only complete this if you are not the owner of the heritage item. Otherwise, go to question 10.</i>			
Owner's name			
Contact name (if the contact is not the owner)			
10. Applicant's declaration			
I confirm that all the information provided in this project application is true and correct to the best of my knowledge		Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
I have completed all the questions in this project application form		Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
I have attached all requested other information as separate electronic files		Yes: <input type="checkbox"/>	No: <input type="checkbox"/>

Signature	
Date	

Do you need assistance in completing this form or more information?

Please contact Council's Town Planner, Kathleen Taminiau on (02) 6730 2360 or ktaminiau@gisc.nsw.gov.au if you require any further information.

Submitting your application – Applications close 29 September 2023.

Email your completed application form, and attached images and other information, to council@gisc.nsw.gov.au

Or

Post your completed application form, and attached images and other information, to

Glen Innes Severn Council

PO Box 61





GLEN INNES NSW 2370

Please do not post **and** email your application.

Privacy Statement: Glen Innes Severn Council is committed to protecting your privacy. In completing this form you will be prompted to supply information that is personal information for the purpose of requesting certificates and/or services. If you cannot provide, or do not wish to provide, the information sought by Council then the request will be declined. The information you provide will not be used or disclosed for other purposes unless you provide further consent or as authorised by law. This information is collected under the *Privacy and Personal Information Protection Act 1998* (the Act) and if you require further information, please see our Privacy Management Plan at www.gisc.nsw.gov.au or contact Glen Innes Severn Council on (02) 6730 2300.

Photo Monitoring

Photographs courtesy of:

<u>Project reference:.....</u>		<u>Site Name:.....</u>		<u>Photo Point.....:</u>
Baseline (before)	During (if applicable)	During (if applicable)	Final (after)	
<u>Date:.....</u>	<u>Date:.....</u>	<u>Date:.....</u>	<u>Date:.....</u>	
<u>Description:.....</u>	<u>Description:.....</u>	<u>Description:.....</u>	<u>Description:.....</u>	
Original	Original	During	Restored	
<div>INSERT PHOTO </div>	<div>INSERT PHOTO </div>	<div>INSERT PHOTO </div>	<div>INSERT PHOTO </div>	
<u>Comments:</u>	<u>Comments:</u>	<u>Comments:</u>	<u>Comments</u>	