



Central
Coast
Council

GUIDELINE

Heritage Grant Program

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1 WHAT IS THE HERITAGE GRANT PROGRAM

The Heritage Grant Program aims to support local heritage of the Central Coast region to ensure privately and publically owned heritage buildings and places are maintained appropriately and the community is provided with opportunities to engage with, and maintain, local heritage. Projects supported include those that show a focus on the retention and conservation of local heritage of the Central Coast.

2 AVAILABLE FUNDING

Total funding available per financial year is \$130,000.

Applications can be made for funding of up to \$10,000 per financial year.

Funding for private owners/operators and or businesses is required to be matched on a dollar for dollar basis. For example if an owner contributes \$5,000 they are eligible to apply for up to \$5,000 from Council. The maximum Council contribution is \$10,000 per project.

Funding for legally constituted not for profits is not required to be matched.

3 KEY DATES

- Round 1 – Opens August 2019
- Round 2 – Opens February 2020

The Heritage Grant Program is time limited and will cover activities that are able to be completed within a twelve (12) month timeframe from date of funding.

One Central Coast Community Strategic Plan Alignment Areas for the Heritage Grant Program

Responsible Objectives

- I1. Preserve local character and protect our drinking water catchments, heritage and rural areas by concentrating development along transport corridors and town centres east of the M1.

4 EXPECTED PROGRAM OUTCOMES

Each application is required to address a minimum of one of the following outcomes identified:

- 4.1 Increases community interest and appreciation for the conservation of local Heritage items.

The following example is a guide as to how your project / event may achieve this:

- The proposed work is highly visible to the public e.g. work to an item that is open to the public or visible from a public location.
- The proposed works encourage positive attitudes to heritage conservation.

- 4.2 Conserves, restores, preserves or enables continued use of Central Coast's heritage places.

The following examples are a guide as to how your project / event may achieve this:

- The proposed work must constitute conservation, restoration or reconstruction work, adequately researched from physical and/or documentary and/or photographic evidence.
- The proposed work conserves the identified heritage significance of the item.

- The proposed work clearly complements broader conservation objectives e.g. projects that implement key findings of heritage studies or conservation plans.
- The proposed work has demonstrated value to the community e.g. aesthetics, historic, scientific, social or other special values of restoration for an important local heritage item.
- The proposed works are urgently required to avert a threat to the significance of a heritage item.
- Projects which enhance the heritage significance of the item concerned, e.g. the removal of additions which are of less heritage significance.

4.3 Provides benefit to Central Coasts cultural heritage and tourism opportunities.

The following example is a guide as to how your project/event may achieve this:

- The proposed work includes a component of promotion and education of our local heritage and history.
- The project fills a gap in potential heritage cultural tourism programs for the Central Coast.

5 TYPES OF ACTIVITIES / PROJECTS SUPPORTED

- 5.1 Where work that constitutes conservation, restoration or reconstruction work as defined by The Australia ICOMOS Charter for the Conservation of Places of Cultural Significance 1999 (The Burra Charter) e.g. windows, verandas, roof cladding, decorative details and traditional front fences.
- 5.2 Conservation or restoration of significant heritage features only.
- 5.3 Reinstatement of traditional external colour schemes appropriate to the period and style of the house or commercial building.
- 5.4 Repairing structural components, e.g. underpinning / repointing brickwork.
- 5.5 Removing paint from heritage items not originally painted.
- 5.6 Reinstatement or repair of original external fixed detailing or fabric.

- 5.7 Works recommended in Conservation Management Plans or Conservation Management Strategies.
- 5.8 Repairing and conservation of older buildings, historic remnants or grave sites.
- 5.9 Historic garden restoration.
- 5.10 Restoration or reinstatement of significant boundary fences (note: other fencing projects will not be funded).
- 5.11 Heritage documentation e.g. Conservation Management Plans, structural reports, Conservation Management Strategies.
- 5.12 Educational Projects that interpret and promote the region's history and support the ongoing management of heritage properties.
- 5.13 Implementation of interpretive heritage signage relating to public local heritage and history.

Heritage Grant Application Support

The Heritage Grant Program provides direct access to Councils Heritage Officer who is available to provide information to applicants in the development stage of their heritage project.

Applicants are advised that structural works, new works or works involving removal of original building fabric and elements may require a Development Application to be lodged with Council or permission from the NSW Heritage Branch, Office of Environment and Heritage.

If you are unsure please check with Council prior to any works being undertaken. Further information can be found on Council's [website](#) or by phoning (02) 4325 8222.

Heritage Item Listings

Heritage items are listed in the

[Gosford Local Environment Plan 2014](#)

[Wyong Local Environment Plan 2013](#)

6 ELIGIBILITY

- 6.1 Community, cultural, environmental or sporting facilities managed by a legally constituted 'not-for-profit' organisation, that are listed on schedule 5 of the Local Environment Plan.
- 6.2 Community, cultural, environmental or sporting facilities that are linked on schedule 5 of the Local Environment Plan.
- 6.3 Individuals or companies who own or manage a heritage item or place in the Central Coast Local Government area.
- 6.4 A site or building within the Central Coast Local Government Area that is listed as a Heritage item or within a conservation area on a statutory list at a Federal, State or Local government level.
- 6.5 Draft Heritage Items (as per the Environmental Planning and Assessment Act).
- 6.6 Pre-inspection of proposed works has been undertaken by relevant Council Officer.
- 6.7 Applicants can only apply once only within a financial year.

7 THE FOLLOWING ARE INELIGIBLE

- 7.1 Repairs, maintenance or reinstatement of original or missing items on heritage buildings where design, materials or construction methods are inappropriate or unsympathetic to the period and style of the heritage item.
- 7.2 Reconstruction or restoration not based on documentary evidence.
- 7.3 Additions and alterations that are not in line with heritage conservation best practice.
- 7.4 Routine maintenance.
- 7.5 Termite inspection and treatment.
- 7.6 Additional or new services e.g. electrical works.
- 7.7 The purchase or relocation of a building or item.

- 7.8 Internal painting, decoration, alterations or additions.
- 7.9 The construction of new outbuildings.
- 7.10 Reimbursement of funds already spent.
- 7.11 Applications seeking funds for retrospective projects or activities (any project or activity commencing within 2 months after the grant round closing date).
- 7.12 Organisations requesting recurrent funding for costs such as wages, rent, rates, electricity, insurance, operational costs.
- 7.13 Heritage documentation needed to support a Development Application e.g. Heritage Impact Assessments.
- 7.14 Late or incomplete applications.
- 7.15 Applicants who have overdue acquittals from previous funding from Council under any of Council's grant programs will not be eligible.
- 7.16 Proposals from employees or Councillors of Central Coast Council (both in a paid or voluntary capacity).
- 7.17 Facilities outside of the Central Coast Local Government Area.

Where alternative funding options exist for any of the above exclusions, applicants will be advised accordingly.

8 ASSESSMENT CRITERIA

Each application will be assessed as follows:

1. Ability of the project to address a program outcome as outlined in section 4.
2. Demonstrated need for the project.

As funding is limited, not every application that meets the assessment criteria will necessarily be successful with being allocated funding or the full funding requested.

9 WHAT IS THE ASSESSMENT PROCESS

- 9.1 Applications are only accepted online through Central Coast Council's [website](#) and the appropriate online application form. Assistance is provided to any group or individual if requested to ensure access and support with the online system.
- 9.2 Applications will be assessed by a Heritage Grants Assessment Panel and recommendations presented to Council for endorsement.
- 9.3 At Council's discretion, site inspections may be required as part of the assessment process.
- 9.4 Central Coast Council reserves the right to request further information in considering any application as well as the right to reject any application that does not meet the criteria.
- 9.5 Council reserves the right to award an amount less than that applied for if it is assessed that the amount requested is not justified by the information provided in the application or the full amount is not available at the time of the request.
- 9.6 Applications may be assigned to another grants program as part of the assessment process if the original funding program selected by the applicant is not deemed the most appropriate for the initiative.
- 9.7 All decisions of Central Coast Council are final and no negotiations will be entered into.

10 NOTIFICATION AND PAYMENT

- 10.1 All applicants will be notified of the outcome of their application.
- 10.2 Successful applicants will be notified in writing of any requirements of their grant.
- 10.3 Unsuccessful applicants are encouraged to seek feedback from the Council's Grants Team on their application. Some grant programs are highly competitive and even though an application may meet the program criteria it may not be competitive against other applications.

- 10.4 Successful applicants have twelve (12) months from the time of the notification of their successful application to complete the project, unless otherwise negotiated.
- 10.5 Successful applicants are required to advise Council on completion of the works and organise a suitable time for an inspection.
- 10.6 A final project report must be submitted no later than twelve (12) weeks after the agreed completion date of the activity/project with copies of any photos and promotional materials as specified in the funding agreement.
- 10.7 Funds will be paid following inspection of works by relevant Council Officers.

11 ADDITIONAL INFORMATION

- 11.1 Offer of funds by Council in no way implies any ongoing funding commitment or obligation by Central Coast Council.
- 11.2 Approval of a grant does not imply that Central Coast Council has given any other consent.
- 11.3 To ensure an accountable and transparent assessment process is maintained, Council staff and funding assessors are required to declare any potential pecuniary or non-pecuniary conflict of interest.
- 11.4 All written and verbal communication regarding an application will only be with the applicant or the contact person listed in the application.
- 11.5 All grants are governed by Central Coast Council's Community Grants Policy.

12 KEY CONTACTS

Grant Enquiries

Community Planning and Funding Team

E: community.grants@centralcoast.nsw.gov.au

P: 02 4350 5360

Heritage Officer

Land Use and Policy Team

P: 4325 8869