



Planning and  
Environment



# Local Heritage Places Grant Application Guidelines

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## Local Heritage Fund purpose

The aim of the program is to encourage the conservation of heritage items within the Leeton Shire Local Government Area and promote a positive community attitude to heritage conservation.

The local heritage fund program funds projects:

- for conservation and maintenance works for original features (repair, painting, etc.)
- to meet Building Code Australia upgrades (fire, services, and access) for ongoing and new uses
- for replacement of building/business advertising signage with heritage sympathetic advertising design Repair of original features
- applications open in July each year.
- demonstrates ability to **complete** the project by **30 April, 2024**

For heritage items and items in conservation areas in the Leeton Local Environmental Plan 2014 and items of heritage significance.

## Funding

A dollar for dollar grant from \$500 up to \$5,000

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

All owners and managers of heritage items or items in a conservation area in the Leeton Local Environmental Plan 2014 can apply for grants from the local heritage fund or significant places in Leeton, Whitton & Yanco.

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

## Funding Available for:

Heritage items that are either

- Listed as heritage item in the Leeton Local Environmental Plan 2014, or
- In the Main Street Heritage Study Area, Leeton + Whitton & Yanco, or
- Listed as proposed heritage item in the Heritage Inventory for Leeton Shire
- Supported by your local council's heritage advisor or other heritage specialist as being of heritage significance.
- Buildings within the Yanco, Leeton or Whitton Heritage Conservation Area as identified in Leeton Local Environmental Plan 2014

## **What projects cannot be funded by the local heritage fund?**

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

- Completed projects will not be funded retrospectively
- Routine maintenance (eg lawn mowing, gutter cleaning or carpet cleaning)
- Projects where adequate funding is available from the applicant or other sources.
- New commemorative monuments or works
- Purchase of heritage buildings
- Relocation of buildings or work to relocated buildings
- Private headstones, unless there is no possibility of descendent support for the project
- Flood lighting of heritage buildings
- Purchase of equipment
- Movable railway heritage items.

## **Agreed Funding Priorities**

Priority will be given to projects that are:

- fire, service and access upgrades for compliance with the Building Code of Australia
- for urgent maintenance works to avert management risks, e.g. severe deterioration, demolition, or demolition by neglect
- for ongoing or adaptive reuse of heritage item(s)
- for heritage item(s) with public access and visibility
- for heritage item(s) in a well-maintained heritage streetscape or landscape setting
- for properties and buildings within the Conservation Areas or buildings outside the main street or heritage study area that are identified by Council's Heritage Advisor as having heritage significance: –

## **Common Selection criteria**

Funding is targeted to projects with

- Public benefit to a precinct eg main street
- Sustainable long term heritage benefits
- Public benefit and enjoyment
- Innovation and leadership
- Capacity and commitment to undertake the project
- Funding equity and cost effectiveness

## **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.
- Prepare a list of project tasks to be completed.
- Get at least two quotes for each of the projects tasks.

- 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 heritage officer or heritage advisor about your project.

### **Submitting your application**

Before you submit your application for funding, you must discuss your project with the heritage advisor contact Council’s Planning Officer, Sarah Sharman to arrange a suitable time on (02) 6953 0928 or [sarahs@leeton.nsw.gov.au](mailto:sarahs@leeton.nsw.gov.au)

**Email** your completed project application with attached digital images and other information to [council@leeton.nsw.gov.au](mailto:council@leeton.nsw.gov.au)

**OR**

**Post to** - Leeton Shire Council  
23-25 Chelmsford Place  
LEETON NSW 2705

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

### **Processing your Project Application**

Leeton Shire Council will acknowledge receipt of your application within 21 days of the closing date.

Projects will be assessed and approved by Leeton Shire 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 in September/October.

On your acceptance of this offer, funding will commence. All projects must be completed and all funding claimed by end of April the following year at the latest.

Leeton Shire Council will advise unsuccessful applicants.

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

### **Further information**

For further information you can contact Leeton Shire Council’s Planning Officer Sarah Sharman on (02) 6953 0928 or [sarahs@leeton.nsw.gov.au](mailto:sarahs@leeton.nsw.gov.au)

Applications can be found on Leeton Shire Council’s Website or can be picked up from Leeton Shire Council’s Offices at 23-25 Chelmsford Place Leeton.