



Grant Guidelines

Category E Funding

Local Heritage Grants

1. OVERVIEW

The aim of the Local Heritage fund is to encourage as much positive work on heritage items as possible. It is hoped this will create greater interest and concern for the conservation of historic buildings within Queanbeyan-Palerang Regional Council's LGA.

Funding is available for:

- Conservation works and/or maintenance works
- Reinstatement of missing items on heritage buildings
- Work to meet Building Code Australia upgrades
- Items identified in the Heritage Schedule of the Queanbeyan Local Environmental Plan 2012 (QLEP 2012) or Palerang Local Environmental Plan 2014 (PLEP2014)
- Items within a Heritage Conservation area
- Other heritage items supported by the QPRC heritage advisor.

Council's grants and donations are administered in compliance with the Queanbeyan-Palerang Regional Council QPRC) Donations Policy 2023 available for [download from the QPRC website](#).

2. ADMINISTRATION

- 2.1** Requests for the waiving of hire/lease fees of Council facilities should be made online at <https://www.qprc.nsw.gov.au/Community/Grants-Donations> or on the relevant form (see Schedule 1). When making requests, applicants need to clearly outline benefits to the Queanbeyan-Palerang community.
- 2.2** All projects will be assessed by a panel of the Council's Heritage personnel. Recommendations will then be approved at a Council meeting. Once approved, a funding offer and agreement will be sent to all successful applicants. Projects can commence once the signed funding agreement has been received by Council.
- 2.3** All projects must be completed, and funding claimed by end April in the year after they are awarded.
- 2.4** All applicants will be notified of the outcome of their application, including unsuccessful applicants
- 2.5** Your project may require Development Approval (usually a Minor Heritage Works Application). You must discuss your project with Council's Heritage Advisor. To make an appointment with the Heritage Advisor, phone 6285 6276.

3. CRITERIA

- 3.1** All owners and/or managers of heritage items which are listed on Schedule 5 of the QLEP 2012 or PLEP 2014 or within a Heritage Conservation Area or within the State listed area of Braidwood. Note that State government agencies are not eligible to apply.
- 3.2** Funding is targeted to projects that are minor works and have:
- Sustainable long-term heritage benefits
 - Public benefit and enjoyment
 - Capacity and commitment to undertake the project
 - Funding equity and cost effectiveness
 - Urgency to remedy deterioration
 - Demonstrated ability to encourage conservation of other items
 - A positive contribution to the heritage character of the site and/or streetscape

3.3 ELIGIBILITY

- 3.3.1** Eligible projects are those which involve the repair, maintenance, or reinstatement of items. These projects can include fences, verandahs, windows, roof cladding, decorative detail, replacement of structural work or painting of properties to enhance the heritage character.
- 3.3.2** Heritage items must be either:
- Listed in the relevant Local Environmental Plan
 - Included in a conservation area
 - Supported by the QPRC heritage advisor.
- 3.3.3** Priority is given to projects that:
- Require urgent maintenance works
 - Form part of the heritage precinct
 - Require upgrades for Building Code Australia compliance
 - Have not received previous council funding in the last 5 years.
- 3.3.4** Funding will **NOT** be provided for:
- Routine maintenance e.g. carpet cleaning, gutter cleaning, etc
 - Projects where assistance is available from other sources
 - New commemorative monuments or works
 - Purchasing a heritage building
 - Relocation of a heritage building, site or movable item
 - Flood lighting
 - Purchasing of equipment
 - New additions to a heritage building e.g. new kitchen or bathroom
 - Movable railway heritage items.

4. PREPARATION

Before you apply for a grant make sure you consider the following.

- Background research – demonstrate why the work proposed is appropriate from a heritage point of view.
- Read the application form - so you know what information is required and if your project fits the criteria.
- Prepare a list of project tasks – outline an item-by-item job schedule.
- Obtain two written quotes – place the costs against the job scope of works.
- Plans and sketches – depending on the size of the project you may need to include these.
- Photographs – take “before” photographs of the item, including close-ups. Photographs will also be required of the finished works at the completion of the project. (Council uses photographs of heritage properties to promote heritage in the local area. Please indicate on the application form if you agree for this to occur.)