

HERITAGE FUND GRANT

APPLICATION FORM

24 Jetty Road, Brighton. Postal Address: PO Box 19, Brighton SA 5048. Telephone (08 8229 9950 Email: mail@holdfast.sa.gov.au

APPLICANT'S FULL NAME _____

(Must be building owner)

APPLICANT'S ADDRESS _____ **PHONE:** _____

SITE ADDRESS _____

CERTIFICATE OF TITLE REFERENCE _____

IS THE SITE A LOCAL HERITAGE PLACE? Yes No

DESCRIPTION OF CONSERVATION WORK FOR WHICH FUNDING IS SOUGHT

(Attach appropriate documentation prepared by suitable person or company)

COST OF CONSERVATION WORK (Attach at least three quotes from suitable persons or companies)

ANY SPECIAL CIRCUMSTANCES RELATING TO THE BUILDING OR THE OWNER WHICH MAY BE RELEVANT TO SUPPORT GRANT FUNDING

ACKNOWLEDGMENT

I/we acknowledge that I/we have read and understood the administrative arrangements, including the expressed Terms and conditions, which apply to the City of Holdfast Bay Heritage Fund Grants as set out in the page overleaf, and accept and agree to abide by those term and conditions.

Signature as Building Owner(s)

Date

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FACT SHEET

The City of Holdfast Bay Heritage Fund Grants Scheme assists the owners of Local Heritage Places with conservation work. Enquiries can initially be directed to Development Services on (08) 8229 9950.

TYPE OF WORK ELIGIBLE

Actual conservation work to building exterior only; value of conservation **work must exceed \$1,000**; heritage specialist documentation will be considered in some cases; not electrical or plumbing work unless it relates directly to improving the building's structural soundness or public appearance; additions and internal work will not be assisted; external features such as fencing generally will not be assisted, except where there is clear evidence that what is proposed is restoration or reinstatement of original feature(s); Council and Government owned buildings will not be assisted; Maintenance works associated with Local Heritage listed trees will also be considered.

Note: Works which have been completed or commenced are not generally eligible for funding.*

APPLICATION

Must be in the form provided by Council; must be by the building owner(s); must include a full description of the type of work to be done; information submitted to include at least two quotations from appropriate contractors, program for work from contract acceptance to completion, cost estimate of all work to be done specifically identifying the components for which assistance is sought and photographs, plans and specifications.

LEVEL OF SUBSIDY

Depending on demand for assistance and funds available for the remainder of the respective financial year; minimum of 20% and maximum of 50% of value of subsidised work, not to exceed \$2,000.

PROCESS

Call for applications to occur every quarter; decisions to be made by Council within 8 weeks of applications closing, excluding any delay while additional information is sought and provided; the General Manager City Services, Chief Executive Officer and relevant staff are authorised to determine recipients of grant assistance; work must be complete within 12 months of notification of assistance being made available; a simple form of agreement will be documented between the building owner and Chief Executive Officer to record the appropriate details and commitments of Council and building owner.

ELIGIBILITY OF BUILDINGS AND FUNDING PRIORITY

Funding will only be available to Local Heritage Places, subject to availability of funds. Preference will be given to buildings not previously subsidised. Work which has already been commenced will not be eligible.

DOCUMENTATION

Must be prepared by a builder, designer, engineer or architect with experience in conservation work; no work can commence until Council advises that the documentation is satisfactory (but this will not be a verification that the documentation is free of defects); any necessary approval under the Development Act will still be required but fees will be waived for all conservation work where a fee would not otherwise have been payable; work shall be based on the relevant guidelines for conservation work published by the former Department of Environment and Natural Resources. For the maintenance of a local heritage listed tree, relevant documentation must be prepared by a qualified arborist and a photo needs to be included.

PAYMENT BY COUNCIL

Will only be made as a reimbursement of building owner(s) expenditure after full documentation including receipts is provided; Council will inspect the completed work components before making payment.

QUALITY ASSURANCE

Is the building owner(s) responsibility; will be assessed by Council at the conclusion of the work before payment is made; Council is to be advised at the stages of work commencement, other milestones nominated by Council (dependent on the nature of the work) and completion; advice to Council at the above-mentioned stages does not oblige Council to undertake an inspection of the work at that stage; any inspection or site visit by Council representatives will not constitute an inspection for the purposes of Council's Development Act responsibilities and Council will not warrant the workmanship or other qualities of the work as a result of any inspection or visit.

PUBLICITY

Council has the right to arrange photographs, video recording or similar of the building prior to work, while work is in progress and/or at completion, for the purpose of showcasing the conservation work on its website and/or other publications.

LIABILITY

Council will accept no liability in any respect for any claim or damage of any form which may result from the work; it shall be the building owner(s) obligation to hold current and appropriate insurance cover; while Council will provide the financial assistance as agreed, the building owner will have full responsibility for all acts and failures to act by any party in relation to design, documentation, contract(s) or the work on site.