

# Guidelines for City of West Torrens Heritage Grants

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## 1. Council's vision

Committed to being the best place to live, work and enjoy life.

## 2. Purpose of the grants

The Heritage Grants Program provides funding to eligible organisations and individuals who submit applications that demonstrate consistency with Council's Community Plan 2030 and official heritage lists. Relevant sections of the Community Plan include strategies to foster a sense of identity and pride within the West Torrens Community by creating greater public awareness and appreciation of heritage sites, events and people of local significance.

The heritage grants seek to support successful applicants to undertake necessary repairs and/or restoration to heritage-listed properties. It is intended that assisting private owners to maintain heritage properties as 'community heritage assets' will assist to keep properties in good repair and prevent demolition due to neglect; thereby protecting the property's contribution to our area's local heritage story.

## 3. Eligibility criteria

Funding for properties that best align with key strategic objectives outlined in council's Community Plan may be given priority. People who own (or rent with the approval of the property owner) a heritage listed property, are eligible to apply if the following criteria are met either in full or part:

1. The proposed heritage repair or maintenance (work) is to be carried out at an address located within the City of West Torrens
2. The subject property is listed on the local heritage register, or is listed as a representative building as identified by the Plan SA database at the time of submitting the grant application.
3. The proposed work is required to provide structural stability to the building and or protect and maintain and conserve the heritage value.
4. The value of the proposed heritage restoration or maintenance work will be equal to or exceed \$2,000.
5. The work will be undertaken by a suitably qualified and experienced business, or tradesperson with a current ABN (ABN to be submitted with application).
6. The Work for which funding is sought has not already been completed or commenced at the time of submitting the grant application, and will be undertaken within 12 months of the grant approval. (In exceptional circumstances and extension of time for completion of works may be sought from Council in writing).
7. All relevant Development Approvals (if required) associated with the work have either been obtained or applications have been lodged with Council and awaiting approval prior to the lodgement of the heritage grant application.
8. The required works are not the primary role or responsibility of another level of government.

9. The work is not for the purposes of making financial profit or to undertake commercial activities.

10. All grant funds received from City of West Torrens are to be used to remunerate tradespersons engaged to undertake the required work and not to be used for the purchase or hire of plant and equipment to undertake the work.

11. The property has not received grant funding in the last 3 years.

12. The following is not eligible:

a) any property in which an Elected Member or employee has an interest other than their principal place of residence.

#### **Promotion**

13. The applicant (and property owner where applicable) is/are willing to permit the City of West Torrens or their agent to photograph the site prior, during, and after completion of the work, in order to promote the Heritage Grants, or to illustrate in Council publications (which may include online publications).

14. The applicant and/or property owner (or tenant, where applicable) is/are willing to display a corflute sign, supplied by Council, on the land where the heritage works are being undertaken, in a position visible from the street to promote the Heritage Grants.

#### **4. Assessment of applications**

All applications will be assessed against these guidelines and applicants will be notified in writing of the outcome of their application as soon as practically possible. Assessment for Heritage Grants will be scored in the following manner:

	<b>Consideration</b>	<b>Weighting</b>
	<i>Property has received grant in the last 36 months</i>	<i>Ineligible</i>
1	Clearly identify the scope of works, timeframe and any supporting photographs.	25%
2	The application outlines project funding, including total cost of project, amount sought through grant (up to \$2000), and cost to applicant.	20%
3	Relevant development consents have been granted or are being sought prior to the grant round close date.	10%
4	The relevant conservation work will be visible from the streetscape and contribute to the community's ability to appreciate heritage in the Council area.	25%
5	The work is required due to structural and safety concerns.	20%
	<b>Total</b>	100%

## 5. Accountability

City of West Torrens will reimburse successful applicants at the completion of works, after an inspection is conducted and proof of expenditure is received. All successful applicants will be required to provide photographic evidence and a short written report of all outcomes of the project funded by Council.

Reports must be accompanied by a copy of the invoice for services and relevant receipts.

## 6. General requirements

- Grant funding will not be paid prior to the completion of works being undertaken.
- Applicants may only receive one heritage grant per 36 months.
- Individuals and organisations that have not fulfilled reporting obligations on grants provided through Council's other grants programs may be rendered ineligible for Heritage Grants.
- Financial remittance forms must be completed within six weeks of the building work being completed unless otherwise negotiated.
- Applicants must ensure that tradespersons undertaking the work hold a current ABN and relevant insurances.
- Applications must be completed in full or they will not be accepted.
- Council will not be responsible for any expenses incurred by an applicant in preparing their application or as a result of an applicant anticipating approval of their application.
- Approval of applications is subject to annual budgetary limitations.
- Properties consisting of multiple tenancies may only be awarded one grant per year.

## 7. Grant amounts

- A project must cost more than \$2,000 to be eligible for a Heritage Grant. A minimum of two quotes from suitably qualified tradespersons must be provided to verify the estimate.
- A maximum grant of up to 50% of the cost of the work will be available, up to \$2,000 per eligible property. For example, a project that costs \$3,000 will be eligible to receive a grant of up to \$1,500. Projects that cost more than \$4,000 are eligible to receive a grant of up to a maximum of \$2,000.

## 8. Further information

For further information or assistance, please contact: Strategy Team on (08) 8416 6333.