

HERITAGE ASSISTANCE FUND GUIDELINES

How to make a funding application

The Waikato District Council provides the Heritage Assistance Fund to assist with the conservation, restoration and protection of valued heritage items within the Waikato District Council boundaries.

What is the Heritage Assistance Fund?

The Heritage Assistance Fund is a contestable fund that is available to the public for the purpose of conserving, restoring, and protecting valued heritage items within the Waikato District for the enjoyment and benefit of current and future generations.

What heritage items is the fund available for?

The fund is available for heritage items that are included in **Appendix C (Waikato Section) or part 8A Historic Heritage (Franklin Section) of the Waikato District Plan 2013**

What criteria apply?

To qualify for consideration to receive funding:

- The item must be listed in Appendix C (Waikato Section) or part 8A Historic Heritage (Franklin Section) of the Waikato District Plan 2013;
- The property must be privately owned (not owned or occupied by the Crown, the Council, a Crown entity or a District Health Board);
- The proposed work has all necessary Council and/or Historic Places Trust approvals;
- A grant has not previously been given within the last 3 years for this item.

What type of project is the Fund available for?

The fund is available for any project that has the purpose of conserving, restoring, and protecting valued heritage items. Example of projects that the Fund can be used for, include:

- Maintenance, restoration or repair of original heritage fabric relating to historic buildings or structures (eg painting of exterior, repairs to masonry, joinery, plaster or glazing, earthquake strengthening or fire protection).
- Professional services (eg tradesmen, building work, painters, research, condition reports, conservation plans, heritage plans, conservation work specifications, management plans or supervision of work and technical advice etc).

What is NOT eligible for Funding?

To ensure the best use of limited funds, the following exclusions apply:

- Work that does not relate to a listed heritage item;
- Construction of new buildings or structures (other than stabilisation structures) not for the purpose of preserving heritage values;
- Additions and/or extensions to existing buildings;
- Complete reconstruction or replicas of missing buildings or structures;

- Removal, relocation or demolition of buildings or structures;
- Insurance, debt repayments, re-financing, legal or administration costs;
- Purchase of land or buildings;
- Purchase or conservation of portable heritage items;
- New commemorative monuments or works;
- Projects that have already been completed;
- Purchase of equipment;
- Work that requires application for resource consent, and no consent has been granted.

When can applications be made?

Applications will open 7 February 2020 and close Friday 20 March 2020.

Application forms can be found on WDC website, under Funding - [Heritage Assistance Fund](#).

When is the money available?

Funding announcements are expected to be made by June 2020. Funds must be taken up by 30 June 2021.

The Council will not pay money until the works are completed and digital images and receipts are supplied.

Are funds automatically granted?

No. The fund is a contestable fund and its allocation is at the discretion of the Council.

How does the Council decide who gets the money?

The Council will evaluate the applications and decide who will receive grants based on the Category Listing. (For further information please refer to the **Waikato District Plan 2013** - Appendix C ([Waikato Section](#)) under Part 3 Appendices/C Historic Heritage or Schedule 8A Historic Buildings ([Franklin Section](#)) under District-Wide Issues – Parts 5 to 15/Part 8 Cultural Heritage):

- The contribution that the proposed work will make to the ongoing conservation and/or retention of the building, object or site;
- The location of the item and the extent of the heritage item's significance to the district's identity;
- How much the proposed works will protect and enhance the qualities for which the heritage item is valued;
- The urgency of the work to avert severe deterioration of the heritage item;
- The cost effectiveness of the proposed work taking into account the condition and environmental setting of the property;
- The level of public benefit from the proposed work;
- The degree to which the applicant is contributing to the project, along with evidence of appropriate project management, appropriate technical supervision, and sufficient resources to complete the project on time;
- The availability of other funding sources for the project;
- The degree to which the project exhibits sound heritage management planning (ie Input from a qualified heritage professional).

If a grant has been made, when must the project be finished?

Once an item has been selected for funding, the work must be **completed by 30 June 2021** (unless another agreement is reached with Council). Applicants must enter into an agreement with the Council stating that the

Council will reimburse the cost of the works once they have been carried out to the satisfaction of the Council and proof of expenditure has been supplied.

Do any other conditions apply?

Council may impose conditions, when making a grant, appropriate to the circumstances.

Consents required if funding is received

If a consent, such as a building, resource or historic places consent is required for the project, these must be obtained prior to a grant being released.

What else should the applicant know?

- Council may use projects benefiting from the Heritage Assistance Fund for publicity purposes.
- Grants will automatically lapse if not uplifted before **30 June 2021** (unless agreed otherwise by Council in writing 3 months prior to lapse date).
- Check that you have included everything requested on the checklist.
- Applications should not be bound, as applications will be duplicated once received by Council.

If you require further assistance please email funding@waidc.govt.nz