

# Local Heritage Fund

## Conditions of approval

The applicant by entering into this agreement, agree to comply with the following:

### 1. Acceptance

This offer of assistance must be accepted in writing within 6 (six) weeks of the date of this offer otherwise it will be withdrawn.

### 2. Permission to commence work

You must provide the following information before commencing work:

- a draft schedule of work including timeframes
- details on the works and who is carrying out the work.

### 3. Funding from other sources

Advise Council of any changes to financial resources and arrangements connected with the project (including any other successful grants).

### 4. Reporting and claims

You must provide a brief progress report by February 2025 outlining the progress of your works (an email will be sufficient to [aaron.kelly@midcoast.nsw.gov.au](mailto:aaron.kelly@midcoast.nsw.gov.au)).

The final report will need to be lodged with Council by **28 April 2025** and must detail the work completed, costs and outcomes. Copies of paid invoices need to be attached. Payment of the grant will occur after the final report has been approved by our Heritage team. Bank details must be provided for the direct transfer payment of the funds.

### 5. Revocation

This financial assistance may be reviewed or revoked at any time under one or more of the following circumstances:

- unsatisfactory work as determined by Council
- failure to meet conditions of this agreement
- work not being completed within the agreed timeframe
- non disclosure, misleading or false disclosure of information
- claiming of retrospective work without prior approval.

It is agreed that in the case of revocation, that where monies have been paid you are obliged to refund those monies to Council.

### 6. Taxation and other regulations

It is agreed that it is solely the applicant's responsibility to ensure compliance with any taxation liability and/or regulations.

### 7. Reusable equipment

The fund is not to be used for expenditure on reusable equipment (eg power drill).

### 8. Appropriate conservation work and financial management

All work must be carried out in a manner consistent with appropriate conservation practice and in accordance with generally accepted sound financial practice.

**9. Long term protection**

It is agreed that all reasonable measures will be undertaken to protect the heritage item for which this assistance is granted.

The applicant and owner of the item assisted, agree to the inclusion of the item in the relevant Local Environmental Plan as a heritage item where this is not already the case.

**10. Acknowledgment of assistance/publication of information**

Council and Heritage NSW publish information on the type of projects and amount of funding expended as part of this fund. This is to assist with the promotion of conservation works that are undertaken. Often this information will appear as a financial statement of total monies expended and total amount of work undertaken in the area. Photographs (before and after) of your property will also be provided to Heritage NSW.

By accepting this funding agreement it is understood that you allow acknowledgement of your project in printed and informational media. You also provide permission for images of your property (taken by yourself or Council officers) to be used through various media including (but not limited to) NSW Government websites, publicity relating to your project, promotion and future planning of the heritage grants program and databases such as the State Heritage Register.

**Acceptance**

I, the applicant, hereby agree to the above conditions and accept this offer of funding for my property at:

.....

Signature:..... Date: .....

***To be completed for projects where the applicant is not the owner of the item being conserved.***

I, the owner of the item for which this assistance is granted, agree to the conditions of this funding and given permission for work to commence.

Signature:..... Date: .....