



Heritage Conservation Funding Program Guidelines

The Tasmanian Heritage Council on behalf of the Tasmanian Government operates the Heritage Conservation Funding Program with the support of Heritage Tasmania. It assists heritage property owners with urgent and essential conservation works to heritage registered places.

Please ensure you carefully read the following *Questions and Answers for Applicants* before you consider applying for funding.

Questions and answers for applicants

What is the Heritage Conservation Funding Program?

The Heritage Conservation Funding Program aims to assist heritage property owners. It provides a financial incentive to owners in conserving their important heritage registered places.

The Heritage Council operates the Funding Program on behalf of the Tasmanian Government. In making its decisions, the Heritage Council aims to maximise available funds to the greatest number of eligible applicants to undertake urgent and essential conservation works.

What places are eligible?

Places **permanently** entered in the Tasmanian Heritage Register are eligible.

Forms for nominating a place to the Tasmanian Heritage Register can be obtained from the website (www.heritage.tas.gov.au) or by contacting Heritage Tasmania directly on 1 300 850 332 (local call cost). **We recommend that you contact Heritage Tasmania for advice regarding the registration process, or if you are uncertain of the status of your property.** Applications will not be accepted for places not permanently entered in the Heritage Register.

Who can apply?

The owner of a permanently registered place can apply. Places owned by the Tasmanian or Australian Governments or Government Business Enterprises are not eligible.

What types of works are eligible?

The Program provides financial assistance for physical conservation works that are urgent and essential to conserving the heritage values of the place. Priority is given to places that are at risk because of their current condition, and which require urgent stabilisation or essential maintenance works to prevent further loss of heritage values. See Table 1 for a full list of eligible works.

What does the Heritage Council look for in an Application?

An application should demonstrate that the works are urgent and essential. Funded conservation works will retain and enhance the significance of the place by preventing the major or irreversible loss, or impact on the significance of the place.

Projects should incorporate professional advice in accordance with best practice principles outlined in the Australia ICOMOS Charter for the Conservation of Places of Cultural Significance (The *Burra Charter*).

Applications should clearly document the work proposed. This documentation may include professional reports or assessments, or a Conservation Management Plan. **Incomplete or insufficient applications may not be accepted.**

The works must be urgent and essential as defined by the Heritage Council in Table I. It is recommended that you carefully read these categories to confirm that your proposed works are urgent and essential, and therefore eligible.

Please note that the defined categories are only applicable to significant heritage parts of the place. These are elements which are important or demonstrate the historic cultural heritage significance of the place, for example, original fabric. Works to non-significant elements, such as modern additions will not be considered.

Heritage Tasmania can provide advice on these matters if required before lodging an application. Heritage Tasmania can also advise you if any works approvals will be required.

What projects are not eligible?

There are always more applications for worthy projects than the Heritage Council has funds available to grant. To ensure the best use of available funds, applications will not be accepted for:

- The preparation of conservation management plans
- Undertaking heritage studies
- Undertaking routine building maintenance or cosmetic work, such as painting
- Works which have been completed
- Works that have already commenced at the time of making the Application for funding
- New building works or additions
- The purchase or relocation of heritage buildings or movable items
- The purchase of equipment

How much can I apply for?

To help ensure that the available funds assist as many property owners as possible for conservation works, there are limits to how much the Heritage Council can allocate for each application.

You can apply for a maximum of up to one-third of the total cost of approved work, to a maximum of \$25,000 per application. The remaining two-thirds are met by the applicant. This can include recognition of both cash and in-kind contributions such as labour and materials. In determining the costs of work, documented evidence is required.

Please note however, that the Heritage Council may decide to offer less than the maximum of one third of the total cost of works to make best use of available funds across the number of applications received.

If the final cost of the works is less than the original estimate provided and approved, the Funding Program grant will be reduced accordingly.

Table 1: General Categories of Eligible Works

<i>Work Area or Type of Place</i>	<i>Indicative Examples of Eligible Works</i>	<i>Indicative Examples on Ineligible Works</i>
Significant Foundations	<ul style="list-style-type: none"> • Underpinning and other foundation repairs • Repairs to piers, stumps, bearers and floor joists • Installation of damp proof coursing, air vents or surface drains • Partial replacement of original floor boards where rotten 	Wholesale replacement of flooring
Significant External Walls	<ul style="list-style-type: none"> • Structural repairs or stabilisation • Patch replacement or partial repairs including: re-pointing; indenting new stones; repairing collapsing masonry; replacement of failed weatherboards; replacement of rotten studs 	<ul style="list-style-type: none"> • Application of applied finishes such as painting or rendering • Tuck pointing (i.e. the renewal of white lines of lime putty in the mortar joints)
Significant External Joinery	Patch replacement or partial repairs to: windows, fascias, eaves, doors, steps, railings, verandahs, and bargeboards	Total replacement of all windows, fascias, eaves, doors, steps, railings, verandahs, and bargeboards
Significant Roofs	<ul style="list-style-type: none"> • Full or partial replacement of cladding, including corrugated iron, tiles, slates, shingles etc, with like materials • Full or partial replacement of gutters and flashings 	<ul style="list-style-type: none"> • Total roof cladding replacement of corrugated iron, tiles, slates, shingles etc using Colorbond® or long sheets • Total replacement of gutters and flashings with inappropriate materials and profiles
Significant Chimneys	<ul style="list-style-type: none"> • Repairs to Chimneys • Masonry repairs and flashings 	Reconstruction of chimneys
Significant Interiors	Structural stabilisation	<ul style="list-style-type: none"> • Repairs to internal linings, joinery, cornices, decorative elements including mantles and staircases • Repairs to linings following structural stabilisation of underlying walls
Other Significant Structures, such as Churches and Outbuildings	The same examples of eligible and ineligible works as detailed in this table apply to significant churches and outbuildings	The same examples of eligible and ineligible works as detailed in this table apply to significant churches and outbuildings
Significant Landscaping: Soft	Tree surgery where retention is required and an arborist's report recommends urgent stabilisation	<ul style="list-style-type: none"> • Tree surgery for non-significant trees, tree removal, garden reconstruction • All other planting, or soft landscape works
Significant Landscaping: Hard	<ul style="list-style-type: none"> • Structural repairs or the stabilisation of retaining walls • Patch replacement or partial structural repairs for retaining walls including: re-pointing; indenting new stones; repairing collapsing masonry 	All works to garden walls, boundary walls, fences and gates
Significant Ruins (i.e. partially intact structures no longer usable for their constructed purpose)	<ul style="list-style-type: none"> • Vegetation control, drainage • Capping, structural stabilisation 	Reconstruction of ruins
Significant Stained and leadlight glass windows	<ul style="list-style-type: none"> • Stabilisation of lead cames • Patch replacement of stained and leadlight glass 	<ul style="list-style-type: none"> • The reconstruction or replacement of missing windows • Cleaning and maintenance
Significant Cemeteries & Monuments	The conservation of monuments for individuals or groups that were important in Tasmania's history	<ul style="list-style-type: none"> • All other conservation of monuments • Routine cemetery maintenance
Significant archaeological deposits which are part of the entry in the Heritage Register	The stabilisation, recording, excavation, or salvage of significant archaeological fabric which is under substantial and substantiated threat from indefensible natural processes	All other archaeological works
Significant movable cultural heritage items historically or physically associated with a place and part of the entry in the Heritage Register	The conservation of those significant aspects of the item/s included in the Heritage Register entry which are at risk, or require urgent conservation to prevent the degradation of that significance	All other works to items of movable cultural heritage

<i>How do I apply?</i>	You will need to complete an application once a funding round has been advertised. Application forms are made available at www.heritage.tas.gov.au on the opening of each funding round.
<i>How often can I apply?</i>	You may make multiple applications for funding for different works projects where those works are urgent and essential.
<i>How will my Application be assessed?</i>	The process for considering applications is competitive. Applications will be judged on merit and by comparing applications in each round. Applications will be prioritised against the degree of urgency to undertake the conservation works.
<i>If successful, how will grants be made available?</i>	If successful, the Heritage Council will make an offer by a Grant Deed which will include the terms and conditions of the agreement. Applicants will have 30 days to formally accept the grant offer made by the Heritage Council and return the signed Grant Deed.
<i>Is there a time limit to complete the works?</i>	<p>You will have 12 months to complete the approved works. An extension of time for a period of up to and not exceeding a further 12 months may be granted at the discretion of the Heritage Council where it is demonstrated that the works have substantially commenced and further time is required for their completion.</p> <p>If works have not been completed or substantially commenced within the maximum of 24 months of the Grant Deed, the grant will be null and void. This does not stop you from applying for other works that have not yet commenced.</p>
<i>How do I receive the funding?</i>	Funding is not available up front. Once the works have been completed we will inspect them to ensure they are consistent with the Grant Deed. Retrospective payment will then be made.
<i>Are other funding opportunities available?</i>	Yes. From time to time, cultural heritage funding opportunities are offered by other Tasmanian and Australian agencies. Heritage Tasmania publicises these funding programs through its website www.heritage.tas.gov.au .
<i>Who do I contact for further information?</i>	<p>We recommend that you discuss your project with Heritage Tasmania before making an application.</p> <p>Phone: 1300 850 332 (local call cost) or 6233 2037 (Hobart) or 6336 5249 (Launceston)</p> <p>Email: enquiries@heritage.tas.gov.au</p> <p>In person: 103 Macquarie Street, Hobart or Level 1, Public Buildings, 53 St John Street, Launceston</p> <p>Web: www.heritage.tas.gov.au</p> <p>Please mail correspondence and completed application forms to: Heritage Tasmania, GPO Box 618, Hobart TAS 7001</p> <p>Faxed or emailed applications will not be accepted.</p>