

Heritage Conservation Grants Guidelines for Applicants



Heritage Conservation Grants.

South Australia boasts a vibrant heritage that enriches our lives and creates a sense of community by linking us to our past and its stories. The grants program has been funding heritage conservation projects since 2018. These initiatives promote ongoing use and compatible new use of heritage buildings, bolster heritage trades, and provide support for State Heritage Places in both rural and urban regions throughout South Australia.

Who can apply?

- Owners of State Heritage Places including private owners, companies, community groups & local government
- Individuals or groups with written permission from the owner to submit an application on their behalf
- Owners or businesses within a State Heritage Area (for eligible work)
- Unsuccessful applicants from previous funding rounds are invited to re-apply
- State Heritage Places owned by the State government are not eligible (may be eligible for GOH Fund)

What is eligible?

The following types of work may be eligible for funding:

- Conservation documentation (e.g. conservation management plans, dilapidation studies, development application drawings)
- Works that conserve significant building fabric
- Works that protect the heritage value of the building or structure
- Work that ensures the structural integrity of a building or structure
- Works that reinstate or protect significant characteristics of a State Heritage Area (e.g. shopfronts, verandahs)
- Project management fees and development approval fees where applicable

What is NOT eligible?

The following types of work are not eligible for funding:

- Works that damage or diminish the heritage significance of a place or area
- Works that are not relevant to the heritage significance of a place or area
- General maintenance or compliance activities such as; landscaping, gutter cleaning, routine painting, upgrading services to align with building codes, pest control maintenance checks and treatments. (Repairs as a result of pest damage may be eligible.)
- Retrospective works (i.e. have taken place before grant agreement has been signed by all parties)
- Insurance claims or works subject to a work order

- New construction or repairs to building fabric with no heritage value including works unrelated to fabric conservation such as; purchase of abutting land or buildings, relocation of buildings, structures or fabric, construction of new buildings, additions and renovations
- Administrative costs or purchase of equipment, unrelated to conservation
- Publications and website development
- Interpretation activities, including signage

Assessment Criteria

All funding applications will be assessed in a competitive grant process, based on the criteria below, with a strong regard to the cultural significance of the Place:

- Demonstrates how the project contributes to the conservation or protection of significant fabric or heritage value.
- Extent to which the application shows evidence of, and addresses, the advice received from a heritage professional including from a recognised heritage contractor, conservator, Heritage SA Officer, or professionally prepared conservation documentation.
- Risk levels including urgency of the project to protect the place from further damage, risk to public safety if work not undertaken, and consideration of properties affected by the River Murray floods.
- Demonstrates how the project contributes to the public realm and/or incorporates a public good component with tangible benefits for the community.
- Extent to which the project supports continued use and/or compatible new use of the Place.
- How well the application demonstrates value for money with realistic budgeting and best use of funding.
- Demonstrates how the project uses appropriate materials and conservation methods including, traditional trades and skills.
- Demonstrates how the project will support regional and remote areas.
- Appropriate and sufficient supporting documentation is attached to the application.

Professional heritage advice and contractors

Professional heritage advice must be sought prior to lodging a grant application (either via Heritage SA, local councils, or privately). Please attach this advice to your application. This can be as simple as the email advice received from a heritage professional, recognised heritage contractor, conservator or Heritage Officer, Heritage SA. Advice from Heritage South Australian is available at no cost. Heritage SA will not be responsible for administering contracts or managing contractors.

The **minimum** level of information provided in the application should include answers to the following:

- Is the project the highest priority work for the site at this time?
- Are the materials and methods appropriate for proposed project?
- Is Development Approval likely to be given for the proposed work?
- Does this project support the continued use or a new and appropriate use of this site?

Heritage South Australia has a Register of Heritage Trades and Consultants – a curated list of people with appropriate heritage skills. Applicants are encouraged to consult this Register when seeking quotes for conservation work or sourcing materials. <https://www.environment.sa.gov.au/topics/heritage/heritage-trades>. Please Note: Heritage SA assumes no responsibility or liability for any work or advice provided by heritage consultants or tradespeople listed in this Register. It is not a requirement to engage a supplier from the Register. References, examples of work and due diligence is the responsibility of the property owner when engaging a tradesperson or consultant, to ensure they meet needs and expectations.

Funding limits and categories

In most cases, funding for conservation works will be paid on a dollar-for-dollar basis.¹ This means your heritage grant will pay no more than 50% of the costs of conservation works or documentation. The minimum grant for any project is \$1,000. There are three categories of funding.

¹ This requirement may be waived in part where it can be shown that the responsible entity is a NFP or is registered with the ACNC and demonstrates (two years of audited financial statements including sponsoring body statements where relevant) that it cannot provide a full matching contribution. The decision to grant such a waiver will remain with the Assessment Panel and will be considered in conjunction with the application and supporting documents.

Category	Grant amount	Projects may include
Simple	up to \$5,000 (GST exclusive)	Documentation, e.g. Architect fees, conservation documentation, dilapidation reports, development application drawings/schedules. Simple projects with only one component, e.g. Salt damp treatment or re-roofing
Complex	up to \$10,000 (GST exclusive)	<i>(Maximum available to residential properties)</i> Projects for residential properties with multiple components such as reinstatement of lost significant fabric or larger, more complex repairs e.g. façade conservation including timber repair and salt damp treatment; roof and gutter replacement including new roof framing and fascia's.
Major	up to \$20,000 (GST exclusive)	Only available for non-residential properties with multiple components. Major Projects must address at least two of the Assessment Criteria, e.g. (1) Places at risk; (2) Adaptive re-use.

In-kind Contribution

In some cases, in-kind contribution may be considered as part of the co-contribution (50% payable by the applicant). This will usually only be in special circumstances, where the applicant/volunteer has the required qualifications (e.g. is a builder/architect) or undertakes the work normally done by a paid contractor (e.g. builder's labourer or painter). Any work undertaken would need to be guided by appropriate professional advice.

If the applicant will be applying for in-kind contributions, they will be required to attach the following information to the application as justification of budget costs:

- The type of in-kind work to be undertaken and the qualifications (if relevant) of the supplier
- The estimated hours and rate including total anticipated value of in-kind works to be undertaken
- The method(s) of calculating the cost of in-kind works, including how the rate was determined
- How the work will be done (i.e. building techniques used), established in conjunction with a qualified heritage tradesperson, if relevant
- The duties to be undertaken

Acceptance of in-kind contributions as part of the 50% co-contribution will be at the discretion of the Assessment Panel. Actual in-kind value (only as approved) will need to be reported in the final report and financial acquittal.

Will I also need development approval?

Work to State Heritage Places is considered 'development' under the SA Planning, Development and Infrastructure Act and will require development approval (DA). **Heritage South Australia has waived the heritage referral fee for grant-aided projects.** Contact your local council to establish the fees associated with your project. If your project is purely documentation, no DA will be required.

Please note, Development Applications should be submitted after a heritage grant allocation has been awarded and the Grant Agreement has been signed. When your DA is submitted, please make it known to the relevant planning authority (the Council), that you are the successful recipient of a grant and request a fee waiver from Heritage South Australia referral fees at that time, as it will not be possible to issue a refund. An estimate of DA fees can be included in the project cost budget. DA fees or other statutory approvals paid prior to the contract date cannot be reimbursed.

Allocation of funds

All Heritage Conservation Grant applications will be assessed by a Heritage Conservation Grants Assessment Panel and grants will be endorsed by the Minister for Climate, Environment and Water.

Application process

Applications will be made through DEW's Smarty Grants, online grants system. System improvements include the ability to track your applications progress throughout the grant process. When applying, assistance will be available from the Smarty Grant Help Desk and the "Smarty Grant Applicant Help Guide".

The heritage grants process:

1. Speak to Heritage South Australia about proposed work and seek advice about appropriate methods.
2. Prepare scoping documents and specifications for proposed work, including cost estimates.
3. Apply for heritage grant funding.
4. If successful, 75% of the grant will be paid once the grant agreement has been signed and an invoice received.
5. Apply for development approval (planning and/or building consents) through local council (as required).

6. When development approval has been granted, carry out work in consultation with Heritage South Australia.
7. Final grant payment to be made on completion of project, after acquittal is approved by Heritage South Australia.
8. Projects to be completed and funds spent by the date specified in the grant agreement or approved variation.

Further Grant Program Information

Full details on our website <https://www.environment.sa.gov.au/topics/heritage/heritage-grants>

Please contact either:

Heritage South Australia on 8124 4960 or at DEWHeritage@sa.gov.au

Heritage Grant Program Manager on 8207 7753 or at DEW.HeritageGrants@sa.gov.au

Smarty Grants

For help with the Smarty Grants online platform, please contact the Smarty Grants Help Desk

E-mail: service@smartygrants.com.au

Phone: Australia +61 3 9320 6888

Support Desk Hours: 9:00am - 5:00pm AEST, Mon - Fri.