

SA Heritage Grants Program 2018/19

Fact Sheet



South Australia has a rich heritage that contributes to our quality of life and connects us to our history and stories. The Heritage Grants Program has been set up to help conserve and activate heritage places and areas, and to support heritage trades.

Who is eligible?

- Owners of State Heritage Places: private owners, companies, community groups & local government
- Owners or businesses within a State Heritage Area (for eligible work)

What is eligible?

Eligible projects include works that:

- Conserve significant building fabric
- Protect the heritage value of the building or structure
- Ensure the structural integrity of a building or structure
- Document proposed conservation works (eg. conservation management plans, dilapidation studies, development application drawings)
- Reinststate or protect significant characteristics of a State Heritage Area (eg. shopfronts, verandahs)

What is NOT eligible?

Work that would not be eligible for funding includes:

- 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
- Retrospective works (ie. have taken place prior to funding approval)
- Insurance claims or works subject to a work order
- New construction or repairs to building fabric with no heritage value
- Administrative costs or purchase of equipment
- Publications and website development
- Interpretation activities

Additional considerations

The primary focus of the Heritage Grants Program is the conservation of significant South Australian heritage places and areas. Due to high demand, not all projects will be successful in obtaining a grant. Priority may be given to projects contributing to one or more of the following:

- Community projects and works with 'public good' component
- Heritage tourism – works that will result in increased visitation of a Place or Area
- Heritage trades and training – works that use traditional trades and skills and/or support specialised training
- Adaptive reuse – conservation works that support compatible new uses or continued use of a Place
- Places at risk – works to prevent further deterioration and conserve fabric at risk
- Remote and very remote places – works that support the region



Professional heritage advice and contractors

Professional advice can be sought from Heritage Advisers (either via Heritage SA or local councils) throughout the grants process. However, Heritage Advisers will not be responsible for administering contracts or managing contractors.

Heritage South Australia has a Register of Heritage Trades and Contractors – 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>.

Funding limits and categories

Funding for conservation works will be paid on a dollar for dollar basis. This means your heritage grant will pay no more than 50% of the costs of conservation works or documentation. In some cases, in-kind labour and materials may be recognised as part of your matching contribution. The minimum grant for any project is \$1,000. There are three categories of funding.

Category	Grant amount	Projects may include
Simple	up to \$5,000 (GST exclusive)	Documentation, e.g. Architect fees, conservation management plans, dilapidation reports, development application drawings/schedules. Simple projects, e.g. Salt damp treatment; re-roofing; repair and replacement.
Complex	up to \$10,000 (GST exclusive)	Projects 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 fascias.
Major	up to \$20,000 (GST exclusive)	Large projects that impact on the public realm or the community, e.g. façade conservation of a public building such as church or shop; combined facade conservation works to a row of terrace houses.

Will I also need development approval?

Work to State Heritage Places is considered 'development' under the SA Development Act and will require development approval (DA). Heritage South Australia and some local councils have waived the heritage referral fee for grant-aided projects, however some local council fees may still apply. 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 Application should be submitted after a heritage grant allocation has been awarded and the Grant Agreement has been signed. DA fees or other statutory approvals paid prior to the contract date cannot be reimbursed.

Allocation of funds

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

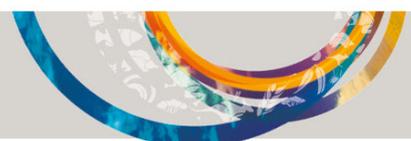
Application process

Applications can be made through DEW's online grants system <https://gmsportal.environment.sa.gov.au>

The grants system allows you to track your application throughout the grant process.

The heritage grants process has the following steps:

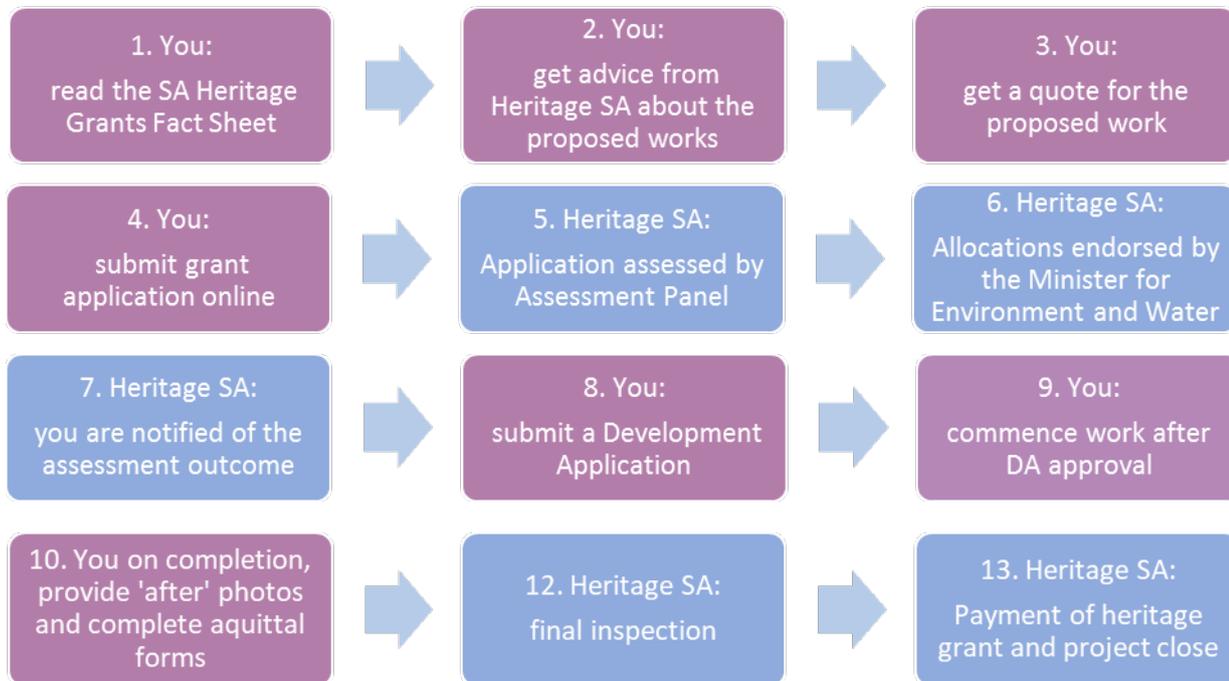
1. Speak to Heritage South Australia about proposed work, and seek advice about appropriate methods.
2. Prepare scoping documents and specifications for proposed work, including cost estimates.
3. Apply for heritage grant funding.
4. Apply for development approval (planning and/or building consents) through local council (as required).
5. *When development approval has been granted:* Carry out work in consultation with Heritage South Australia.
6. Grant payment will be paid on completion of project and after acquittal by Heritage South Australia.



SA Heritage Grant Program Application Guide

If you are interested in applying for a grant, please check the [SA Heritage Grant Factsheet](#) to find out if your project is eligible. The following application guide provides further information about the applications process, including what information you need to complete a grant application. The link for the [Grant Application Form](#) can be found at <https://gmsportal.environment.sa.gov.au>. Grant applications will be accepted from **14 January 2019 until 15 March 2019**.

Process



Eligibility Checklist

The following checklists help to show whether your project is eligible for a grant, and whether it might meet any additional criteria for consideration.

ELIGIBILITY	YES/ NO
Does the project relate to a State Heritage Place or Area?	
Are you the owner of the heritage property that is the subject of this application?	
Will the project contribute to the conservation or protection of significant fabric or heritage values?	
TECHNICAL CONSIDERATIONS	YES/ NO
Have you sought professional advice about the required conservation works for your project (eg. heritage advisor/architect, or via a Conservation Management Plan/Dilapidation survey)?	
Does the proposed work use appropriate building techniques and materials?	
Does the quote or project documentation provide enough detail regarding the proposed work?	
Is the project likely to go ahead?	
If the project needs a Development Application, are you prepared to submit one?	
Is the proposed activity the most pressing conservation work needed at the place?	
Will the project reinstate or protect elements of special significance to the place?	
OTHER CONSIDERATIONS	YES/ NO
Does the project benefit a community or have a 'public good' component?	



Will the proposed conservation works increase visitation and/or support heritage tourism?	
Will the work support training and/or the development of specialised heritage skills and volunteers?	
Will the proposed work improve or enhance the ongoing use of a place or support adaptive reuse?	
Is the place at risk? When does the work need to be done:	
<ul style="list-style-type: none"> • Now • 6 months • 2 years • Any time 	
Is the place in a rural, remote or very remote location?	

Filling out the form

The following information is provided as a guide to completing the application form.

Applicant details	If the primary contact person is not the owner of the place, please provide contact details for both owner and primary contact.
General information	To be eligible for a 'SA Heritage Fund' grant, your property must be entered in the <i>South Australian Heritage Register</i> or located within a designated <i>State Heritage Area</i> . Every State Heritage Place has a number and registered name. To check the heritage status of your property, please search the SA Heritage Register: http://maps.sa.gov.au/heritagesearch/HeritageSearchLocation.aspx or ring Heritage South Australia on 8124 4960.
Project Details	<p>You are required to provide a name for your project. The name should include the work being undertaken and the name of the State Heritage Place for example: <i>re-roofing of Flinders Street Baptist Church</i>.</p> <p>When filling the 'description of work' field include information which describes the eligible proposed work as outlined in the <i>SA Heritage Grant Factsheet</i>. Work not covered in the factsheet will be treated as a low priority, and may in some cases be ineligible.</p> <p>For projects that comprise physical conservation works, the proposal should be designed to retain and enhance the heritage values of the place. This generally means using appropriate materials, techniques and workmanship, but in some cases modern alternatives can be appropriate if sufficient benefit to heritage values can be demonstrated.</p>
Eligibility	<p>Due to the anticipated high demand not all projects will be successful in obtaining a grant in this funding round. Your project MUST satisfy the following criteria:</p> <ul style="list-style-type: none"> • Does the project relate to a State Heritage Place or Area? • Are you the owner or primary contact for the heritage property that is the subject of this application? • Will the project contribute to the conservation or protection of significant fabric or heritage values? <p>Projects will also be ranked using the 'Technical' and 'Additional' Considerations outlined above.</p>
Timeline	Give a description of the expected timeline for the project including any key milestones. Once you have received a SA Heritage Grant allocation and development approval you should aim to complete the work within 12 months.
Budget	There are three categories of funding – Simple up to \$5k (GST exclusive), Complex up to \$10k (GST exclusive) and Major up to \$20k (GST exclusive). Read the <i>SA Heritage Grant Factsheet</i> to establish which level of funding you wish to apply for.
Budget Table	The value of the proposed work should only include elements that conserve or enhance the heritage significance of the place (including documentation). Where projects have a



	<p>combination of heritage and non-heritage elements, ensure quotes include a breakdown that clearly shows the costs of the conservation component. Seek advice if you are not sure.</p> <p>Successful applicants will receive their grant on a dollar for dollar basis. The maximum grant you can receive is 50% of the total cost of the works up to the limit outlined above. In-kind labour and materials may be recognised as part of your matching contribution. Where in-kind materials or labour are contributed by the applicant as part of the conservation work, clear costings need to be provided. A standard rate for in-kind labour is \$40.35 per hour.</p>
Supporting Documents	<p>You will be required to attach sufficient documentation to clearly illustrate the proposed work. Depending on the type and complexity of the work, attached documentation may include some or all of the following:-</p> <ul style="list-style-type: none"> • annotated drawings comprising scaled plans, elevations, sections and details as appropriate • a written description of the extent of work, materials, methods and standard of workmanship • photographs marked up to show the extent and nature of work • quotes or estimates from suitably-qualified and experienced tradesperson • If already approved- evidence of Development Application <p>The assessment of your grant application will be assisted by good documentation that clearly conveys the proposed work and demonstrates a sound approach to heritage conservation principles.</p>
Who is your preferred contractor/tradesperson?	<p>Contractors and tradespeople should be carefully chosen for their experience and skill in traditional building techniques, materials and workmanship, and for a sympathetic approach consistent with good conservation practice. Heritage SA has a Register of Heritage Trades and Contractors which should preferably be used when engaging a tradesperson to do the work. This can be accessed at:</p> <p>https://www.environment.sa.gov.au/topics/heritage/heritage-trades</p>
Declaration	<p>Before the application is submitted, a declaration must be agreed to by the owner and/or primary contact.</p>

The application form will be automatically submitted via the online grants system. You are able to save the application as you go. This allows you to make changes and check your information before you submit it.

Application for the first round of funding will be accepted from 14 January until 15 March 2019. There is no priority for 'first come first served' during the application period. Applications are considered on their merits regardless of lodgement date. You will receive a letter acknowledging receipt of your application. A second round of grants will also be opened by April 2019.

Carrying out the work and claiming the grant

Throughout the grant process, professional advice can be sought from Heritage Advisers (either via Heritage SA or local councils). However, Heritage Advisers will not be responsible for administering contracts or managing contractors.

On completion of the project, a Heritage Adviser may check that the work meets the required standards and has been carried out in accordance with the grant application. If the completed work has not been done to the agreed standard, it is possible that the grant may not be paid.

An acquittal will be completed on the completion of each project. Once this has been signed off by your heritage adviser/Heritage SA, the grant money will be paid into your nominated account within 4 weeks.

NB: Please note that you should pay contractors in full according to the terms agreed between you. The grant payment will only be paid to the grant applicant.

At the end of the project, you will be asked to upload photos to the online grants system. These may be used for future promotional activities and signing the application authorises Heritage SA ability to use these images.

