Heritage Restoration Grants Information Sheet

Overview

The City of Stirling recognises that our heritage buildings form an essential part of our community. The Heritage Grants fund has been developed to demonstrate the City of Stirling's commitment to landowners who want to contribute to the retention and enhancement of the City's built heritage.

The Grants aim to:

- Promote conservation planning and physical conservation works associated with places on the City's Heritage List or Local Heritage Survey (formerly known as Municipal Inventory);
- Encourage a partnership approach between owners of properties on the City's Heritage List, Local Heritage Survey and the City of Stirling;
- Provide financial assistance to owners in the conservation and restoration of places identified on the City's Heritage List and Local Heritage Survey;
- Encourage owners to support the designation/retention of buildings recognised on the City's Heritage List or Local Heritage Survey.

Applying For A Grant

Who can apply?

- Property owners whose place is listed on the City's Heritage List or those categorised as 2A on the City's Local Heritage Survey;
- Non-profit groups who have a long-term lease or legal agreement for the maintenance of a building listed on the City of Stirling's Heritage List and Local Heritage Survey; and
- Person(s) who meet either of the above criteria and have not incurred rates debts with the City of Stirling.

Works Eligible for Heritage Grants:

Eligible applicants are encouraged to seek funding for conservation works which are in the public view and enhance and reveal the heritage significance of the property and/or urgent conservation works required in order to stabilise a building. Examples of such works include but are not limited to:

- Tuck-pointing and restoration of facades;
- Re-roofing and guttering with matching original materials;
- Repairs to original detailing;
- Restoration of verandahs;
- Paint and render removal;
- Chimney repairs;
- Repairs to original fences;
- Re-stumping; and
- Treatment of rising damp and salt attack.

Works Not Eligible for Heritage Grants:

The following works will not be eligible for a heritage grant:

- Any works to buildings not listed on the City of Stirling's Heritage List or Local Heritage Survey;
- Any works completed prior to an application for a heritage grant being made (i.e. no retrospective grants for works already completed will be considered);
- New additions and extensions;
- Operational costs;
- Equipment costs for items that will be used after the project finishes;
- Landscaping; and
- Documentation costs - assistance with professional/technical advice is available through the City's Approvals Services Business Unit on (08) 9205 8555.

Grant Details:

- The Heritage Grants fund has one application period per financial year. At the close of the application period, no further fund allocations will be made during the same financial year.
- Eligible projects are entitled to up to 50% of the total cost of the works up to a maximum of $5,000 on any one property.
- Grant funds are not released until the approved project is completed and proof of the following has been submitted: receipts for payment of works by applicant/owner, photographs of the completed works, and where appropriate a Notice of Completion/Certificate of Building Compliance.
- The works will also be required to be inspected by City of Stirling officers.
- Projects are required to be completed within 12 months of the date of the grant being allocated (i.e. the successful applicant being advised of the decision).
- Also refer to the Heritage Grants Conditions of Funding form for additional terms/conditions.

Assessment of Grant Applications

Selection Criteria

The following selection criteria will apply for all heritage grant applications:

- The proposal demonstrates consistency with the conservation principles contained within the relevant Heritage List Management Category Provisions detailed in Local Planning Scheme No.3 (refer clause 7.2 of the Scheme);
- The contribution the proposed work will make to the retention of the heritage building;
- The urgency of the works;
- Heritage places that have not previously received a heritage grant;
- Heritage places whose owners are not subject to 'demolition-by-neglect' proceedings; and
- Projects which have a matching or in-kind contribution from the landowner.

Assessment Process

The awarding of grants funding will be determined by a Heritage Grants Assessment Panel following a detailed analysis of the application.

Applicants will be notified of the outcome of their grant application within six (6) weeks of the close of the application period.

If you are successful you will receive formal notification of preliminary approval along with a checklist of things to do (eg. complete the Conditions of Funding form, submit a schedule of works). If your funding application is not successful you will be notified as soon as possible and provided feedback as to the reasons your application was not successful.

HOW TO APPLY

Prior to Commencement of Works

1. Read all of the information contained within this heritage grants pack. This information sheet and all relevant forms can also be downloaded from the City of Stirling website at www.stirling.wa.gov.au.
2. If you have any further queries or are unsure about a particular matter, contact the City of Stirling City Planning team via phone 9205 8555 or email stirling@stirling.wa.gov.au to assist you.
3. Submit your application. When applying for a heritage grant the property owner/applicant must submit the City of Stirling Heritage Grants Application Form along with all supporting documentation outlined on the Form. Application Forms submitted with incomplete information or without supporting documents will be returned to the sender.
   Important Note: Some works may require a planning application or building licence application to be submitted and approved by the City prior to the commencement of works. Such approvals remain the responsibility of the owner/applicant to obtain.
4. All applicants will receive a letter acknowledging their application.
5. Successful applicants will be provided with a formal notice of preliminary approval confirming the amount of grant funding approved. The acceptance of the Conditions for Funding form and the Schedule of Works form for the project must be signed and returned to the City within 28 days of being notified of preliminary approval.

Commencement of Works

Works must commence according to the approved documentation and be completed within 12 months of the date of the grant being allocated. (Works that do not comply with the conditions of the approved documentation may have their funding revoked).

Upon Completion of Work

Upon completion of work the applicant is to advise the City within 28 days, and City of Stirling staff will undertake an inspection of the place.

Applicants must pay for the works and present proof of payment to the City, along with photographs of the completed works, and a notice of completion (for residential projects) or a certificate of building compliance (for commercial projects) where relevant. Copies of receipts for payment of works will be accepted for submission, however original receipts must be made available upon request.

Following endorsement for the completed project by the City of Stirling (in line with the Heritage Grants program) a cheque for the agreed amount will be issued to the property owner/applicant.

More Information and Contact Details

For more information or to discuss your heritage grants funding application, contact the City of Stirling City Planning Team:

City of Stirling Administration Centre | 25 Cedric Street Stirling WA 6021

Telephone (08) 9205 8555 | Facsimile (08) 9205 8822 | E-mail stirling@stirling.wa.gov.au