

## Regional Historic Heritage Grant Programme Guidelines 2018/2019

This fund aims to preserve and enhance heritage as a legacy to pass on to future generations. Heritage reinforces our sense of history and place, is central to our wellbeing, and helps define what is unique and distinctive about Auckland.

### About the fund

The purpose of the Regional Historic Heritage Grant Programme (RHH) is to incentivise best practice, increase understanding and encourage community involvement in the care of our regionally significant heritage sites and places. It is dedicated to funding projects that benefit regionally significant historic heritage places and outcomes that are relevant to all of Auckland.

The fund is open to individuals, community groups, businesses, iwi/Māori organisations, educational institutions and other community-based organisations operating in the Auckland region. The fund has one funding round per year where applicants can request up to \$20,000.

### Funding Outcomes

The RHH will be targeted towards projects which meet at least one of the following outcome areas:

- Regulations in the Unitary Plan are supported by incentives to protect and conserve significant historic heritage places
- Auckland Council, Mana Whenua, community organisations, and property owners work together to support kaitiakitanga and stewardship of historic heritage
- Aucklanders see Council investment in historic heritage
- Historic heritage grants unlock private and community investment in heritage conservation

### Priorities for 2018/2019

- Conservation of regionally significant Historic Heritage places
- Conservation of at-risk historic heritage places
- Supporting Kaitiakitanga of Māori cultural heritage
- Heritage and Character in Town Centres

We will also consider applications for other services, projects, events and activities. However, these may be considered a lower priority. The following activities are identified as lower priorities for the 2018/2019 round :

- Heritage interpretation
- Conservation of moveable heritage (i.e. objects in museums)
  - Movable heritage items subject to evidence that the object would be stored and exhibited within the Auckland region in a manner that will ensure its long-term protection.

### What does regionally significant heritage mean?

To be eligible for funding, a project must meet at least one criterion for regional significance, as below:

- Historic Heritage places that are included in one of the schedules of the Auckland Unitary Plan including the Historic Heritage Schedule, Sites of Significance to Mana Whenua, contributing sites within a Historic Heritage Area and contributing buildings within a Special Character Area.
- Historic Heritage places that are unscheduled but demonstrated to be of regional significance, subject to evidence that the site has interim protection through heritage covenants as well as a letter from the applicants confirming support for scheduling the site under the relevant heritage overlay.

## Who can apply?

Applications will be open to individual private owners, iwi or Māori groups, community groups, trusts and other organisations that contribute to the protection and improvement of regionally significant historic heritage places, sites or areas. Projects can be undertaken on public, private or Māori land.

Places which are owned by Council are not eligible for funding, even if a community group are responsible for the place's maintenance.

## Examples of projects the RHH will fund

- Maintenance and repair of historic heritage places
- Restoration of historic heritage places, including seismic strengthening works
- Kaitiakitanga of Māori cultural heritage
- Restoration projects that contribute to the cultural values of sites scheduled in the Sites and Places of Significance to Mana Whenua Schedule in the Auckland Unitary Plan (Schedule 12).
- Repairs/restoration to historic graves.
- Reinstating heritage features, such as window frames.

## The RHH will not fund:

- Debt servicing or repayment
- Legal expenses
- Activities that promote religious ministry or political purposes
- Medical expenses
- Public services that are the responsibility of central government (e.g. core education, primary health care)
- Physical works – e.g. improvements to community buildings – that require consents or permits, prior to the necessary consents or permits being obtained (grants may be awarded in principle, but funds will not be released until all conditions are satisfied)
- Purchase of alcohol
- Salaries
- Projects which are incompatible with the International Council on Monuments and Sites (ICOMOS) NZ Charter (2010) and/or tikanga Māori

## Funding process

You can apply for a RHH grant by going through our funding portal at <https://aucklandcouncil.smartygrants.com.au/RHHGP2019>. When you submit an application you will get a confirmation email, this will have the date when funding decisions are made.

We will contact you by email if we need any further information within a few days of you submitting your application. If we need any further information, we will unlock your application so that you can log in and add any further information before re-submitting.

Application are assessed initially by the Environmental Grants team for eligibility and then by members of our Heritage team. This assessment will consider;

- Alignment with stated funding outcomes and funding priorities for 2018/2019
- Regional significance of this project
- Funding necessity (including urgency of work and long-term benefits)
- Compliance with good practice
- Level of public access and public education

Once all assessments are completed recommendations will be made to the members of the Auckland Planning Committee, who make final funding decisions. Members of this committee will have access to all of the information provided in the application.

Shortly after the meeting you will be sent a notification by email regarding the outcome of your grant application. For approved applications, we will also send a funding agreement with the terms and conditions of the grant.

### Application dates

Applications for project grants will be considered once per year. Each application will be evaluated by heritage staff, who will determine whether the application is complete and the proposed project is eligible. The final grant allocations will be confirmed by the Auckland Council Planning Committee.

Applications open	Applications close	Decision made	Projects occur after
4 March 2019	12 April 2019	4 June 2019	5 June 2019

### Things to think about when preparing your application

- All applications must be submitted using the SmartyGrants online system
- Complete all the mandatory sections of the application form. Incomplete applications will not be accepted
- You will be asked to explain how your project or activity contributes towards regional funding priorities
- You will be asked to attach quotes in your project budget to substantiate costs you are requesting funding to support
- You will be asked to attach project information as appropriate to your application; this can include site details, photos, maps, and restoration plans
- You will be asked to attach bank account details if you have not received a grant payment from Auckland Council in the last 12 months
- Please be aware that Council funding should not be regarded as a sole funding source for your activity
- If your project requires resource consent and you have not yet obtained it, you are still eligible to apply to the Regional Historic Heritage Grants Programme. However, if your application is successful, the grant will not be paid out until you have obtained resource consent.
- Applicants can also apply for grants from more than one grants programme for different projects and activities. For example, applicants can apply to both the RHH grants programme and relevant Local Board grants programme. Applicants will need to identify any other council grant programmes they have applied to.

### Match Funding (Applicant Contribution)

- As a funding principle, grants through the RHH are provided to leverage the community's 'match' of an equal value in volunteer labour, cash or donated goods and services. While there is no set match requirement for this fund, Council will generally consider a 50% match desirable. The value of in-kind contributions that are part of a match should be quantified to the extent that it is possible.
- Applicants can submit more than one application to the RHH grants programme, however applications will need to be for different projects or activities.

## Accountability requirements & acknowledgement of Council support

All successful applicants to the Regional Historic Heritage Grants Programme will be required to provide a report to Council detailing how the grant was used and heritage outcomes. Accountability reporting required would be proportional to the grant awarded and tailored to the nature of the project, and include:

- Photographs of the work during construction and at completion.
- Statement from professional engaged confirming that the work was done in accordance with the ICOMOS NZ Charter. If the project involves Māori Cultural Heritage, a representative will be identified at the start of the project to monitor it's adherence to tikanga Māori.

Evidence that the:

- Place has interim protection through heritage covenants, as well as a letter
- The landowner confirming support for scheduling the place under the relevant heritage overlay (for unscheduled historic heritage).
- Evidence that the object will be stored and exhibited within the Auckland region in a manner that will ensure its long-term protection (for moveable heritage).

By making an application, the applicant and authorising landowner agree to allow Council access to all relevant areas of the subject property for the purposes of evaluating the proposal and monitoring its outcome. Access requests would be made with reasonable advance notice during normal working hours.

Auckland Council will assess accountability reports to ensure they meet requirements. This may include a site visit by council staff.

Grant recipients should give fair and proper acknowledgement of Council's support. This acknowledgement would be proportional to the grant awarded and tailored to the nature of the project.

## Disclosure of Interest

All applicants must disclose if an Auckland Council councillor, local board member, a council employee or their immediate family has any interest or involvement in the activity they are seeking a grant for. You will be asked this question in the application form.

A councillor or local board member involved in a community organisation can be present at a meeting where the activity is considered, however, they may not take part in the decision process.

## How contestable funding works

The RHH grants programme operates as a contestable process, this means:

- Applications are invited to apply for a grant during scheduled funding rounds, with publicly advertised opening and closing dates
- Any eligible organisation has an equal opportunity to be considered for a grant
- Clearly defined processes will be applied to all applications
- Final allocation decisions are made in a public forum

## Contact Us

Contact the environmental grants team on 09 301 0101 or via email [environmentalfunding@aucklandcouncil.govt.nz](mailto:environmentalfunding@aucklandcouncil.govt.nz)