

PLAN IMPLEMENTATION

Information Sheet for Heritage Contestable Fund Application

Information

The purpose of the fund is to make available financial assistance to owners of historic heritage items listed in the Proposed District Plan to encourage and assist with work that benefits the heritage values of these sites.

A growing number of landowners are protecting and restoring heritage sites on their private land, the Contestable Heritage Fund was established to encourage and assist private landowners to carry out work that benefits heritage values.

The fund is a contestable fund which is assessed and approved throughout the year by the Council's District Planning and Regulation Committee. Council staff, with expert advice where necessary, will make recommendations to the Committee.

There is a variable amount available in this Fund, it will be distributed among the successful applicants. If there are no other applications or appropriate projects, the fund may not necessarily be distributed either in whole or in part.

Guidelines

Who can apply?

The Fund is open only to ratepayers of the Waimakariri District - individuals or groups - for work relating to either private or public land listed as a historic heritage item in the Proposed District Plan.

The Fund is not available:

- (i) For work that there is a legal obligation to do; and
- (ii) To compensate for work already done. It is intended to assist with the cost of future work.

How to apply

Applications will be accepted throughout the year. Applications will be acknowledged upon receipt.

Return completed application form to:

The Waimakariri Contestable Heritage Fund, 215 High Street, Rangiora 7400

1. The application must be a signed original of this application form. Applicants are encouraged to attach any supporting documents, such as plans, diagrams, maps, and photos.
2. Applications without any supporting documents will still be considered, but applicants may be asked for more information.
3. Applications will be assessed throughout the year.
4. The recipient will be required to complete a signed accountability form when the funds have been spent, confirming that they have been spent in the way set out in the application.

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Funding criteria

Applications will be assessed on merit based on criteria listed below:

1. The degree to which the work improves, protects, benefits, enhances, restores or reinstates historic heritage items.
2. Whether the applicant or project has been past recipient(s) of the Fund. Preference for funding will generally be given to those who have not received grants from this Fund in the past.

Terms and conditions

1. Grants will be allocated on a case by case basis.
2. Financial assistance will usually be no more than 50% of a project's total costs.
3. The applicants share of the costs can be by way of in kind contributions (e.g. labour), or cash.
4. Unless prior arrangement is made, grants must be spent within one year of the awarding of the grant.
5. Approval of funding may be subject to conditions.
6. All decisions will be final and no correspondence will be entered into.
7. The Council's District Planning and Regulation Committee may wish to visit sites prior to making a decision.
8. The fund recipients will be required to either make progress reports, or a final report on the project after the grant monies have been spent.

PLEASE NOTE:

The Council hereby undertakes to all applicants that information concerning private property supplied in this application, or obtained when assessing it, will be used by the Council for no purpose other than for assessing the application or if considered appropriate, for publicity purposes. However, once an application has been received, the information contained within it becomes public information, accessible by members of the public when requested. By lodging the application, the applicant agrees that if funds are given to the applicant, the amount received and the applicant's name and photo may be publicised, and used for publicity purposes.

PLAN IMPLEMENTATION

Heritage Contestable Fund Application Form

To provide financial assistance to owners of historic heritage items listed in the Proposed District Plan to undertake work that would improve the item's heritage values.

Please read Information and Guidelines before completing this form.

Details of applicant

Name of applicant: _____

Name of contact person for this application (if different to applicant): _____

Address of applicant: _____

Contact details

Mobile: _____ Phone (home): _____

Phone (work): _____ Email: _____

Land details

Name and contact details of land owner (if different to applicant):

Mobile: _____ Home: _____ Work: _____

Site Reference: _____ Area of site: _____

Have you received funding from the Heritage Contestable Fund in the past and if so what was it used for?

Yes No

Summary of work

Aim of project (*brief*):

Date project to be started: _____ Two independent quotes attached?

Expected duration and staging of project, including expected costs of each stage:

If you are granted funds, how and when will they be spent?

Have you applied to any other fund for this project? Yes No

If so:

1. What fund? _____
2. How much was applied for? _____
3. How much has been granted? _____

Detailed description of project

Description

Provide an overall description of the site and project, keeping in mind the purpose and outcome of the fund (as set out below):

Work to date

Describe any work that has been carried out to-date toward the project:

Future management

Describe the future management, protection and maintenance of the project site, if you are successful in securing this fund:

Do you consent to a Council employee contacting you to investigate whether any other sources of funding may be available for your work? Yes No

Acknowledgement

I confirm that:

1. I am authorised to sign this application as the applicant or on behalf of the applicant, and I am prepared to sign an accountability agreement.
2. The answers given on this form are true and correct.
3. The funds will be spent by the applicant in the manner declared in this application.
4. If the applicant is a group, I will be personally responsible for how the funds are spent.
5. I will inform the Waimakariri District Council in writing if I receive a funding grant from any other source before I am informed of a decision on this application.
6. I have read and agree with the 'Information Sheet for Heritage Contestable Fund Application'.

PLEASE NOTE - A signature is not required if you submit this form electronically. By entering your name in the box below you are giving your authority for this application to proceed.

Signature: _____

Name (please print): _____

Date: _____

Applications must be posted or delivered to:

The Waimakariri Heritage Contestable Fund

215 High Street, Rangiora 7400

For more information

Phone 0800 965 468, or email office@wmk.govt.nz