

Heritage Project Fund Application Form 2019



This form is also available on the Nelson City Council website: www.nelson.govt.nz

Please read the Heritage Project Fund Information Sheet before completing this form.

1. Applicant details

Name:

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Phone (Home):

(Work):

(Mobile):

(Tick appropriate box)

- Private individual
- Representative of a group, agency or organisation

If representative, state name of group, agency or organisation:

.....

If representative, summary description of legal status, purpose and activities of group, agency or organisation:

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.....

.....

No Yes - GST No.:

Heritage property details

2. Name of property:

Address: (street number, street name, suburb)

Owner of the property: (if different to applicant)

Valuation roll number: (see your rates bill)

Heritage New Zealand registered?

Heritage category: (circle) A B

Archaeological site no:

No Yes -

Category:

3. Eligibility check

Please confirm by ticking that the following conditions are met:

- The building, object or site is listed in the Nelson Resource Management Plan
- The property is not owned by the Crown or Council, or their agencies
- The proposed work will meet all necessary Council and Heritage New Zealand approvals (Heritage NZ approvals are only required for an Heritage NZ registered Historic Place, Historic Area, Wāhi Tapu or Wāhi Tapu Area)
- The proposed work does not involve non-essential additions or alterations to listed buildings or objects
- The proposed work is not for the acquisition or relocation of listed buildings, objects and sites
- The application is made before the work starts (retrospective funding is not available).

4. Who will manage these works?

We will use this person as the contact in all future correspondence.

EITHER:

- The applicant (as listed in **1** above)

OR:

Name:

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Address:

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Post code:

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Home Ph:

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Work Ph:

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Email:

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5. What are the aims of the works?

Maximum 50 words. Be clear and precise as this may be used for publicity purposes.

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6. Brief description of the heritage value of the item/property

i.e. historical or cultural values. Supporting information may be attached.

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8. Describe each element and its costs:

Description	Costs
.....	\$
.....	\$
.....	\$
.....	\$
.....	\$
.....	\$
Total cost of project (GST incl)	\$

9. How will the works be funded?

Heritage Project Fund (i.e. amount being applied for): \$

Applicant's contribution

Total cash contribution being made directly by applicant: \$

Total non-cash contribution being made by applicant (*describe*):

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Other sources

Total cash contribution by others (*note by whom*): \$

Total non-cash contribution by others (*describe*):

.....

Total Funding: \$

10. Conservation Management Plan

A conservation management plan establishes detailed objectives and identifies priority areas, issues, options, actions and implementation programmes.

Has a Conservation Management Plan been prepared for the site?

- Yes No (*go to question 11*)

Does the work comply with the plan?

- Yes No

Please comment:

11. Declaration

I confirm that the details supplied in this application are true and correct to the best of my knowledge, and agree that:

- The information in the application and information subsequently generated in relation to the application will be available if required under the Local Government Official Information and Meetings Act 1987
- Compliance with all applicable regulatory requirements is the responsibility of the applicant
- The property will be made available for inspection of the heritage values and the proposed works
- The applicant will provide further information if this is needed to substantiate or assess the case for funding
- The grant will be received upon completion of the works. The applicant will report back to the Council within one month of the completion of works, enclosing evidence of the outcome (e.g. invoices). Where an applicant is not GST registered the Council will need to retain the original invoices from contractors
- The addresses of successful heritage properties will be published on the Council website and in other Council publications (e.g. Live Nelson)
- No material information has been deliberately omitted or withheld from this application

Signature:

Date:

Print name:

12. What to do now:

- Make a copy for your records
- Send the original by mail: Heritage Project Fund Application
Nelson City Council
P O Box 645
Nelson 7040

by courier/hand delivery: Heritage Project Fund Application
Nelson City Council
Civic House
110 Trafalgar St
Nelson 7010

by email: enquiries@ncc.govt.nz (place "Heritage Project Fund Application"
in the subject line)
- Applications must be received by **5pm on Friday 10 May 2019**
- DO NOT BIND YOUR APPLICATION**
- For further details phone 03 546 0200