

# 2025-27 Local Government Heritage Form Preview

## About the grant

\* indicates a required field

### Instructions for applicants

Please [read the program guidelines](#) and check the eligibility criteria before filling out this form. If you have any questions, [contact Heritage NSW](#) before you start.

Incomplete applications or those sent after the closing date won't be considered.

#### Application number

This field is read only.

### Program details

This grant program is administered by Heritage NSW under the NSW Department of Climate Change, Energy, the Environment and Water (the Department).

The 2025-27 Local Government Heritage Grants aim to support, promote and realise the values of locally significant heritage. This funding is for local councils who are best placed to understand their community and their connection to heritage.

The NSW Government is committed to supporting local councils to identify, conserve and promote heritage within their local government area.

This is a non-competitive funding round and eligible applicants can apply for a \$25,000 (ex GST) grant for initiatives that help identify, conserve and promote places or objects that have significance to the local area and community.

Most local councils will need to provide matched funding.

Successful projects must be delivered between July 2025 and May 2027.

#### Grant program name

This field is read only.

The program this submission is in.

### Disclaimer

By submitting this application, you agree that:

- submission of an application does not guarantee funding. The Department has the right to approve or reject any application;

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- you are responsible for costs associated with preparing and submitting this application, and the Department is not liable for these costs, whether your application is accepted or not; and
- you have [read the grant guidelines](#) and understand the program requirements.

## Use of Information

By submitting this application, you agree that:

- if this application is successful, the relevant details of the project will be made public, including details such as the names of the organisation (the Applicant) and any partnering organisation (state government agency or non-government organisation), project title, project description, location, anticipated time for completion and amount awarded;
- the Department will use reasonable endeavours to ensure that any information received in or in respect of this application which is clearly marked 'Commercial-in-confidence' or 'Confidential' is treated as confidential, however, such documents will remain subject to the [Government Information \(Public Access\) Act 2009 \(NSW\)](#) (GIPA Act); and
- in some circumstances the Department may release information contained in this application form and other relevant information in relation to this application in response to a request lodged under the GIPA Act or otherwise as required or permitted by law.

## Privacy Notice

By submitting this application, you agree that:

- the Department is required to comply with the Privacy and Personal Information Protection Act 1998 (NSW) (the Privacy Act) and that any personal information (as defined by the Privacy Act) collected by the Department in relation to the program will be handled in accordance with the Privacy Act and its [privacy policy available here](#);
- the information you provide to the Department in connection with this application will be collected and stored on a database and will only be used for the purposes for which it was collected (including, where necessary, being disclosed to other Government agencies in connection with the assessment of the merits of an application) or as otherwise permitted by the Privacy Act;
- you have taken steps to ensure that any person whose personal information (as defined by the Privacy Act) is included in this application has consented to the fact that the Department and other Government agencies may be supplied with that personal information and has been made aware of the purposes for which it has been collected and may be used.

## Eligibility Confirmation

### **Applicant Eligibility**

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You are eligible to apply if you are a Local Government entity (local council) within NSW. Only one application per council will be considered.

## Project Eligibility

With this funding, your council could:

- prepare a heritage a study
- offer a local heritage grants program to conserve privately owned items listed in Council's Local Environmental Plan
- provide a local heritage advisor service for the community
- obtain specialist heritage advice
- interpret or promote heritage
- providing heritage training to council staff or community
- develop heritage tools.

## Please declare this application meets the Program eligibility criteria:

- it has been prepared by and is being submitted by an eligible applicant
- projects can commence within **July-September 2025** and be completed by **May 2027**
- projects can be operated and maintained beyond the funding period

**I confirm that the applicant and project is eligible according to the criteria outlined in the grant guidelines \***

Yes

## Contact details

\* indicates a required field

### Applicant Details

#### Applicant \*

Individual  Organisation

Organisation Name

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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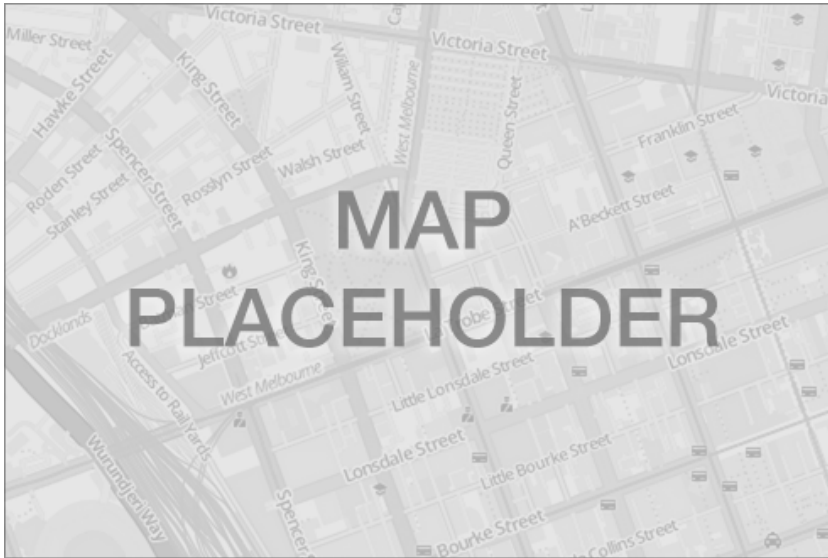
For organisations: please use the organisations full name. Make sure you provide the same name that is listed in official documentation such as that with the ABR, ACNC or ATO.

#### Applicant Primary Address

Address

<input type="text"/>
<input type="text"/>

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## **Applicant Postal Address**

Address

## **Applicant Primary Phone Number \***

Must be an Australian phone number.  
Country code not required, area code for landlines is required.

## **Applicant Email Address \***

Must be an email address.

## **Applicant Website**

Must be a URL.

## Primary Contact Details

### **Primary Contact \***

Title      First Name      Last Name

This is the person we will correspond with about this grant.

### **Primary Contact Position \***

e.g., Manager, Board Member or Fundraising Coordinator.

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## Primary Contact Phone Number \*

Must be an Australian phone number.  
Country code not required, area code for landlines is required.

## Primary Contact Other Phone Number

Must be an Australian phone number.  
Country code not required, area code for landlines is required.

## Primary Contact Email \*

This is the address we will use to correspond with you about this grant.

## Organisation details

\* indicates a required field

### Applicant details

#### Does the applicant have, or is willing to obtain, \$20 million in public liability insurance? \*

- Yes  
 No, but willing to obtain

Applicants are required to hold at least \$20 million public liability insurance in order to enter into a funding deed with the NSW Government.

#### Please provide evidence that you hold \$20 million in Public Liability Insurance. \*

Attach a file:

Applicants are required to hold at least \$20 million public liability insurance in order to enter into a funding deed with the NSW Government.

#### Does the applicant organisation have an Australian Business Number (ABN)? \*

- Yes  No

#### Applicant Organisation ABN \*

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register
ABN
Entity name

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ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	<a href="#">More information</a>
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

## Bank details

Please provide the account details to receive payments if you are awarded a grant.

### **Applicant Primary Bank Account \***

Account Name

BSB Number

Account Number

Must be a valid Australian bank account format.

## Signatories

Please provide the name and position of the person who will be authorised to sign the funding deed and enter into the agreement with the NSW Government if you are awarded a grant.

Please provide the nominated witness details as well to ensure efficient processing.

### **Signatory name \***

First Name

Last Name

Must be a proper person. Do NOT put "General Manager"

### **Signatory job title \***

### **Signatory email \***

Must be an email address.

### **Witness name \***

First Name

Last Name

Must be a proper person. Do NOT put "Council Officer"

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**Witness job title \***

**Witness email \***

Must be an email address.

## Project details

\* indicates a required field

**Title \***

**Word count:**

Must be no more than 25 words.

Provide a name for your initiative. Your title should be short but descriptive.

**Brief description \***

**Word count:**

Must be no more than 50 words.

Include a brief summary of who will benefit from this initiative, what activities you will do and what outcomes you expect from your activities.

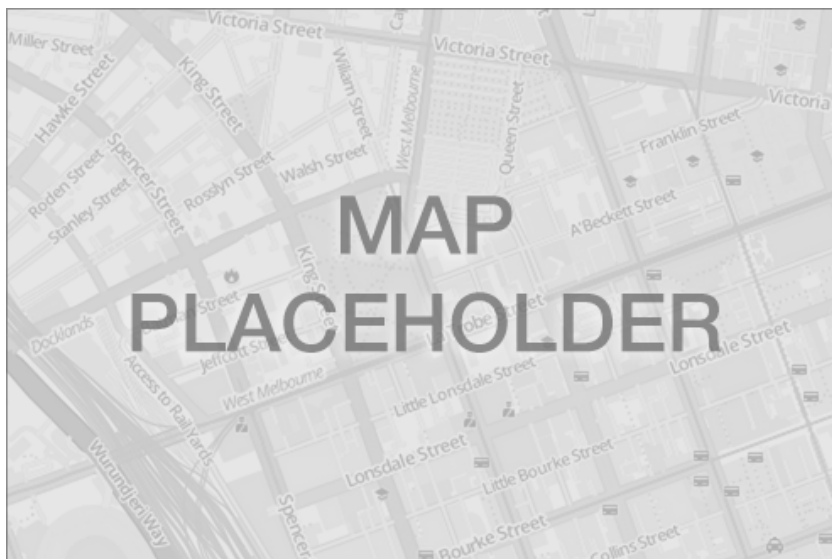
**Anticipated start date \***

**Anticipated end date \***

**Primary location of your initiative**

Address

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Any, but at least one field is required.

Primary location does not need to be a specific address, and can be postcode, suburb, state, etc. If delivered online, please specify the area of focus for delivery.

## Required: Adjust project dates

Please adjust your project's start or end date. The dates you entered indicate your project either starts before 1 July 2025 (01/07/2025) or finishes after 1 May 2027 (01/05/2027), which is outside the program's timeframe. Ensure your dates fit within these limits.

## Project milestones and key deliverables

Please detail the activities expected to be completed as part of the project.

Councils may use the grant funding towards providing a range of services, activities and projects related to heritage.

With this funding, councils could:

- engage a local heritage advisor for the community
- obtain specialist heritage advice or interpretation services
- undertake local heritage studies
- develop heritage tools
- promote local heritage, and/or
- offer a small community grants program to conserve items listed in Council's Local Environmental Plan

Milestone and Deliverables	Expected start date	Expected end date	Explanatory notes
Please provide details for one Milestone per row. e.g., engaging a	Must be a date and no earlier than 1/7/2025.	Must be a date and no later than 1/5/2027.	Add notes if you need to provide more context.



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Local Heritage Advisor, Running a Small Grants Program. Add more rows if you want to list additional milestones. Please include detail of all Deliverables that are part of the Milestone.			

## Key project personnel

Please provide information about the key personnel responsible for delivering the project, including their qualifications and experience.

List one person per row, and add more rows as needed to include additional personnel.

Name	Organisation	Role	Experience	Supporting document	Website	Notes
One per row. Add more rows if you want to list additional key project personnel.				Please provide a CV or any supporting documentation where relevant.	Please provide a website, where relevant. Must be a URL.	Please provide any further details.

## Project focus

### What are the primary areas of focus for this project/program? \*

You may select up to five items. You can select items from any area of the list – all have equal value. Only select sub-categories if you want to be more specific. In this question we want to know about the field of work (e.g. arts, sport, health), rather than the types of people it will affect (e.g. young people, refugees).

### Who are the expected primary beneficiaries of this project/program? \*

Please choose only the group/s that are at the very core of this project/program. If your initiative is open to everyone, choose the first item, Universal – no particularly targeted beneficiaries

## Risks and dependencies

Please detail any risks or uncertainties in the delivery of the project, and how each of these will be managed.

List one risk or dependency per row, and add more rows as necessary to include additional risks or dependencies.

Risk or dependency description	How the risk or dependency will be managed
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For example, you may require approval, have stretched resources, or time constraints for delivery.	You should provide an explanation of how you will prevent or treat the risk or dependency.

## Stakeholders and community support

Please provide details about all other stakeholders who are interested or impacted by your project. Describe their interest or the impact they may experience, along with your engagement strategy for each stakeholder.

You can keep this overview high level (e.g. quarterly meetings or regular email communication) rather than identifying each individual meeting or communication.

Projects that have evidence of community support are generally highly regarded they tend to be more successful. If you believe there is community support that has not yet been confirmed, please explain your rationale or your engagement strategy.

List one stakeholder per row, and add more rows as necessary to include additional stakeholders.

Stakeholder	Interest or impact	Engagement strategy	Supporting Documents
Stakeholders may be key community members, other organisations, other funders, etc.	Please explain why the stakeholder is interested in the outcomes of the project, or how they may be impacted.	Please detail how you will reach out to the stakeholder before, during and after the project.	Upload any supporting documents, where applicable

## Budget

\* indicates a required field

### Budget guidelines

This is a non-competitive funding round and eligible local councils can apply for a \$25,000 (ex GST) grant for initiatives that help identify, conserve and promote places or objects that have significance to the local area and community.

**Most local councils will need to provide matched funding.**

**Total Project Cost \***

What is the total budgeted cost (dollars) of your project?

**Total Amount Requested \***

What is the total financial support you are requesting under this grant?

### Co-contributions

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Heritage NSW uses Australian Bureau of Statistics data to determine if your local council will need to provide a co-contribution (matched) contribution. Matched contributions are cash and in-kind and must include reasonable rates for salaried staff. Funding from other NSW Government Grant programs cannot form part of your matching contribution.

## **These NSW local councils are required to provide matched contributions equivalent to or greater than \$25,000 (ex GST):**

Albury, Armidale Regional, Ballina, Bathurst Regional, Bayside, Bega Valley, Bellingen, Blacktown, Bland, Blayney, Blue Mountains, Bogan, Bourke, Burwood, Byron, Cabonne, Camden, Campbelltown, Canada Bay, Canterbury-Bankstown, Carrathool, Central Coast, Coffs Harbour, Coolamon, Cumberland, Dubbo Regional, Dungog, Eurobodalla, Forbes, Georges River, Goulburn Mulwaree, Greater Hume, Griffith, Hawkesbury, Hornsby, Hunters Hill, Inner West, Kiama, Ku-ring-gai, Lake Macquarie, Lane Cove, Lismore, Liverpool, Lockhart, Maitland, Mid-Western Regional, Mosman, Murray River, Murrumbidgee, Newcastle, North Sydney, Northern Beaches, Oberon, Orange, Parramatta, Penrith, Port Macquarie-Hastings, Port Stephens, Queanbeyan-Palerang Regional, Randwick, Ryde, Shellharbour, Shoalhaven, Singleton, Snowy Monaro Regional, Strathfield, Sutherland, Sydney, The Hills, Tweed, Upper Hunter, Upper Lachlan, Uralla, Wagga Wagga, Walcha, Warren, Waverley, Weddin, Wentworth, Willoughby, Wingecarribee, Wollondilly, Wollongong, Woollahra, Yass Valley and Unincorporated NSW.

## **These NSW local councils are not required to provide matched contributions:**

Balranald, Berrigan, Brewarrina, Broken Hill, Central Darling, Cessnock, Clarence Valley, Cobar, Coonamble, Cootamundra-Gundagai Regional, Cowra, Edward River, Fairfield, Federation, Gilgandra, Glen Innes Severn, Gunnedah, Gwydir, Hay, Hilltops, Inverell, Junee, Kempsey, Kyogle, Lachlan, Leeton, Lithgow, Liverpool Plains, Mid-Coast, Moree Plains, Muswellbrook, Nambucca Valley, Narrabri, Narrandera, Narromine, Parkes, Richmond Valley, Snowy Valleys, Tamworth Regional, Temora, Tenterfield, Walgett and Warrumbungle.

Source: Data obtained from Australian Bureau of Statistics Socio-Economic Indexes for Australia (SEIFA), 2021 - Table 1 Local Government Area (LGA) SEIFA Summary 2021 -Index of Relative Socio-economic Advantage and Disadvantage (updated 27 April 2023) is used to determine matched funding requirements.

## **Total Applicant Co-contribution**

\$

Must be a dollar amount.

What is the total monetary amount the applicant will be contributing to the project? What is the total monetary amount the applicant will be contributing to the project? If there will be no contribution please enter \$00.00

## **Applicant In-kind Contribution \***

Please detail any in-kind contributions the applicant will be making to the project.

## **Income**

Please outline details of any other funding that you are seeking as part of the project, whether it has been confirmed or not. All amounts should be GST inclusive.

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Please include the amount requested under this grant with the income type as "Government Grants"

Income description	Income type	Income status	Income amount (ex. GST)	Notes
			\$	
				Must be a dollar amount.

### Expenditure

Please include all expenditure items (including the amount requested and any GST attracted) that you are seeking to fund under the grant.

Please note, these items must be eligible under the grant as according to the guidelines.

Expenditure description	Expenditure Type	Expenditure amount (ex. GST)	Notes
			Must be a dollar amount.

### Budget totals

This section will automatically populate based on your figures entered above.

Income Amount Total (ex. GST)

Expenditure Amount Total (ex. GST)

Total income should equal out with the total expenditure and the balance should be \$0.00

Total Income Amount

This number/amount is calculated.

Total Expenditure Amount

This number/amount is calculated.

Income - Expenditure

This number/amount is calculated.

### Other inputs

Please detail any other, non-financial inputs that you will require in order to deliver the project, including the confirmation status of the input.

Input description	Input status
Non-financial inputs could include staff/volunteers time/expertise, equipment, facilities, pro bono or in-kind contributions, advocacy, and other types of support.	

### Outcomes

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### The 2025-27 Local Government Heritage Grants program objectives are to:

- support, promote and realise the values of locally significant heritage.

Please tell us about the outcomes you expect to result from your project. Outcomes are the changes you expect to occur for the beneficiaries (direct, indirect and/or intermediaries) of your project. Outcomes may be framed as:

- immediate or short-term outcomes, intermediate or medium-term outcomes or long-term outcomes
- actions or behaviour change
- social changes
- physical condition changes.

### Your outcomes

### How does your intended outcome link to the Program outcomes?

### Explanatory notes

What changes do you expect will occur as a result of your project? Please be brief. One per row.	Please explain how your intended outcome helps contribute to the Program Outcomes.	Add notes if you need to provide more context.

### How will you measure success?

If you are awarded a grant you will be required to report on your projects metrics. Metrics work best when they:

- are quantifiable/numeric
- are clearly defined and succinct
- contain all the context needed to gauge and compare the result (e.g. units such as centimetres, metres, people, days, percentages etc; direction of change such as increase, decrease, etc.; timeframe such as per month, per year, etc.)
- have been tested, are in common use, or commonly understood as a relevant and useful indicator of performance in a particular arena
- are used sparingly - you are much better off to "ask one good question and answer it reliably" than try to track many things at once
- relate to a clearly articulated outcome or activity.

### Metric

### Collection method

### Target

### Explanatory notes

One per row. Add more rows if you want to list additional metrics.	How will you collect and verify the data? E.g. survey, administrative data, observation/estimation, government or public dataset (e.g. Census), other datasets.	Identify a target for the metric you have chosen - an estimated total for your project. Must be a number.	Add notes if you need to provide more context.

### Qualitative evidence

Qualitative evidence is a descriptive rather than numeric form of evidence designed to indicate whether or not progress towards an outcome is occurring. If you are awarded a grant you will be required to report on your projects progress through both metrics and qualitative evidence.

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Examples of qualitative data sources include interviews, testimonials, focus group transcripts/summaries, social media posts, media appearances/mentions, and artistic or multimedia depictions such as photographs, videos and audio/podcasts.

Qualitative evidence	Explanatory notes
Select the type of qualitative evidence you will use to help track your progress. One per row. Add more rows if you want to list additional types of qualitative evidence.	Add notes if you need to provide more context.

## Declaration and Authorisation

\* indicates a required field

### Declaration

You represent and warrant that this application has been submitted by an authorised representative (e.g. CEO, Chief Financial Officer, General Manager, Director, Chair of the Board, President, authorised manager etc).

Where this application is submitted in the course of employment by a representative of any kind (e.g. authorised representative or agent), you:

- (i) acknowledge and agree that the Applicant is deemed to be jointly and separately bound by this application; and
- (ii) represent and warrant that you have the authority to represent and bind the Applicant as contemplated by this provision.

By submitting this application form I hereby declare that:

- I agree for my project to be automatically considered in other NSW funding programs;
- I have read and understood each of the acknowledgements, agreements, representations and warranties provided above, and that each of these are true and correct;
- all information provided including the responses to each question in the relevant sections of this application is true and correct to the best of my knowledge;
- any information contained in this application may be disclosed to other Government agencies, staff administering the program, and to external stakeholders (including consultants, lawyers and other advisers) as part of the assessment of this application;
- I am authorised to submit this application on behalf of, and have the authority to represent and bind the Applicant;
- I understand that any false declaration may render this application ineligible/invalid; and
- all relevant conflicts of interest have been declared.

### Authorisation



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