



Te Tukunga pūtea
ā-takiwā taonga
tuku iho

Regional Historic Heritage Grants Programme

Guidelines

2023/2024





*George Court Building clock,
Karangahape Road. Photographer,
Rachel Ford, 2022.*

Te Tukunga pūtea ā-takiwā taonga tuku iho

Te Tukunga pūtea ā-takiwā taonga tuku iho | the Regional Historic Heritage Grants Programme aims to preserve and enhance historic 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 Tāmaki Makaurau / Auckland.

The fund has one funding round per year, where applicants can request up to \$50,000 per project.¹

Applying for funding – First steps

Before submitting your application, please make sure you:

- Read this guide carefully to ensure you fully understand the eligibility criteria, application process and accountability requirements.
- Register yourself or your organisation in the Auckland Council's SmartyGrants system by going to <https://aucklandcouncil.smartygrants.com.au/>
- Read the Auckland Council Community Grants Policy <https://www.aucklandcouncil.govt.nz/plans-projects-policies-reports-bylaws/our-policies/Pages/community-grants-policy-and-programmes.aspx>.

Who can apply?

Applications will be open to private landowners, 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 is responsible for the place's maintenance.

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 trees included in the Notable Trees Schedule, or
- Historic heritage places that are in the Auckland Council District Plan - Hauraki Gulf Islands (HGI) Section – Heritage appendices, archaeological sites, buildings, objects, properties and places of special value, Māori heritage sites or trees.²

¹ Greater amounts may be allocated in exceptional circumstances.

² Historic heritage places that are unscheduled on the Hauraki Gulf outer islands, may be eligible for a grant providing that the places are demonstrated to be of regional significance. The applicants/owners would also need to confirm their support for scheduling the site under the relevant heritage schedule in the District Plan.

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Funding outcomes and priorities

The Regional Historic Heritage Grants Programme will be targeted towards projects which meet at least one of the following **outcome** areas:

- Regulations and policies in the Auckland Unitary Plan and Auckland District Plan (HGI) 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's investment in historic heritage
- Historic heritage grants unlock private and community investment in heritage conservation.

Funding **priorities** for 2023/2024:

- Conservation of regionally significant historic heritage places, including places within a historic heritage area
- Conservation of at-risk historic heritage places³, including initiatives which address the impacts of climate change
- Supporting kaitiakitanga of Māori cultural heritage places

We will also consider applications for other services, projects, and activities. However, these may be considered a lower priority. The following activities are identified as **lower priorities** for the 2023/2024 round:

- Heritage interpretation of a scheduled place/ notable tree of historic/cultural value (i.e., brochures, signs etc)
- Projects or activities completed (retrospective funding).

Example projects:

- Maintenance and repair of historic heritage places
- Restoration of historic heritage places, including seismic strengthening works
- Kaitiakitanga of and restoration projects that contribute to the cultural values of Māori heritage sites scheduled in the Auckland Unitary Plan (Schedule 12 or Schedule 14) and Auckland Council District Plan (HGI) (Schedule 1f)⁴
- Works that support the long-term health and retention of historically or culturally significant notable trees.⁵
- Repairs/restoration to historic graves

³ At-risk heritage may include but is not limited to:

- Historic heritage place(s) that have been unoccupied/without a formal use long term;
- Historic heritage place(s) with significant deferred maintenance causing damage, decay and/or safety issues;
- Archaeological site(s) at risk of damage from inappropriate management, such as grazing by heavy livestock;
- Risks from natural hazards and impacts resulting from processes such as floods and erosion on historic heritage place(s).

⁴ Note – Auckland Council owned places included in Schedule 12 and Schedule 1f are not eligible for Auckland Council grants.

⁵ The historical or cultural significance of the notable tree will need to be documented by the applicant in the application.

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- Reinstating heritage features, such as window frames and historic shopfronts
- Preparation of a conservation plan or other professional documentation to inform future works.

The Regional Historic Heritage Grants Programme will not fund:

- Debt servicing or repayment
- Legal and medical expenses
- Activities that promote religious ministry or political purposes
- Public services that are the responsibility of central government (e.g., core education, primary health care)
- Physical works that statutory require consents, authorities or permits, prior to the necessary consents, authorities or permits being obtained. Grants may be awarded in principle, but funds will not be released until all consenting conditions are satisfied
- Purchase of alcohol
- Projects that may lead to a conflict of interest for Auckland Council as a consent authority or are identified as not in accordance with the Auckland Council's rules, policies or recommended best practice
- Operating and administration costs. This may include salaries, plus general overheads such as rent, power, phone and other administration costs
- Projects which are incompatible with the International Council on Monuments and Sites (ICOMOS) NZ Charter (2010) and/or tikanga Māori
- Projects on places which are owned by council, even if a community group is responsible for the place's maintenance.

Funding process

All funding applications need to be submitted through SmartyGrants

<https://www.aucklandcouncil.govt.nz/grants-community-support-housing/grants/regional-grants/Pages/grant-details.aspx?itemID=46> . When you submit an application, you will get a confirmation email. This email will have the date when funding decisions are made.

We will contact you by email if we need any further information after 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.

Applications are assessed initially by the Grants and Incentives Team for eligibility and then by members of the Heritage Unit. This assessment will consider:

- Alignment with stated funding outcomes and funding priorities for 2023/2024
- Regional significance of the project
- Funding necessity (including urgency of work and long-term benefits)
- Compliance with good practice, including the engagement of professionals and compliance with ICOMOS NZ Charter and observation of tikanga Māori.

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- Level of public access and public education.

Recommendations on the allocation of grants will be made by the Heritage Unit, Auckland Council. These recommendations will be given to the General Manager, Plans & Places, Auckland Council, for approval under delegated authority.

Once a decision has been reached, you will be notified of the outcome by email. For approved applications, you will receive a funding agreement with the terms and conditions of the grant.

Grant recipients will have 12 months to complete project work and grant accountability requirements.

How contestable funding works

The Regional Historic Heritage Grants Programme operates as a contestable process, this means:

- Applications are invited to apply for a grant during the scheduled funding round, with publicly advertised opening and closing dates
- Any eligible individual or 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 public.

Application dates

Applications for project grants will be considered once per year.

The following table outlines the keys dates in the funding round for 2023/ 2024:

Applications open	Applications close	Decision made	Projects start after
5 October 2023	10 November 2023	9 February 2024	12 February 2024

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
- Include photos in your application of the project site, these could include images of the overall place but also detailed images that relate to the project. For example, images of damaged material to be fixed, areas to be fenced or evidence that supports your application.
- You will be asked to attach bank account details

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- If your project requires statutory approvals (i.e., resource consent, building consent or an archaeological authority from Heritage New Zealand) 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 the required statutory approvals. If you are unsure if a consent is required please contact heritagegrants@aucklandcouncil.govt.nz
- Please be aware that council funding should not be regarded as a sole funding source for your activity
- 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 Regional Historic Heritage Grants Programme and the 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 Regional Historic Heritage Grants Programme 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.

You or your organisation's contribution towards the project must be clearly detailed in the application budget. For volunteer time this can be calculated at \$26 per hour for labour and \$30-\$50 per hour for professional assistance. For in-kind support this can be calculated using reasonable market rates. Please contact Auckland Council Grants and Incentives Team for further information.

Accountability requirements & acknowledgement of council support

All Auckland Council grants, including low value grants, are required to account for how the grants are spent.

- 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 professionals engaged confirming that the work was done in accordance with the ICOMOS NZ Charter
 - If the project involves Māori cultural heritage, observation of appropriate tikanga Māori sits with the applicant.

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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.

Contact us

Contact a Grants Advisor at grants@aucklandcouncil.govt.nz

