

# Protecting Palmy Heritage

## Form Preview

### Protecting Palmy Heritage

\* indicates a required field

Protecting Palmy Heritage is a grant fund available to help owners look after our most significant heritage buildings and sites. The fund is available for conservation, maintenance, repair, and restoration of scheduled heritage buildings and sites.

#### Eligibility:

There are two key criteria for this fund:

- 1.The fund is only available for projects on Heritage Buildings and Sites that are Scheduled in the District Plan, and
- 2.Crown and government owned buildings and sites are ineligible for funding.

We can give advice on whether this scheme is for you, and answer any questions you may have before you submit your proposal.

Please contact Victoria Edmonds on 06 356 8199 or email [heritagefund@pncc.govt.nz](mailto:heritagefund@pncc.govt.nz).

### Applicant details

#### Applicant \*

Individual

Organisation

Organisation Name

First Name

Last Name

#### Contact person

First Name

Last Name

#### Physical address

Address

#### Postal address

Address

#### Phone \*

Must be a New Zealand phone number.

# Protecting Palmy Heritage

## Form Preview

**Email \***

Must be an email address.

**GST number (if applicable)**

### Conflicts of interest

All known conflicts of interest (whether actual, potential or perceived) must be declared.

All Council officers involved in the funding process are also required to declare any conflicts of interest.

**Are there any Palmerston North City Council staff members or elected members in your organisation? \***

Yes

No

**Please provide their names \***

**Are you aware of any other conflicts of interest which could affect this proposal? \***

Yes

No

**Please describe \***

### Project details

**Name of project \***

**Scheduled heritage building name \***

Select the building to which this application relates

**Have all necessary resource consents been approved? \***

Yes

No

N/A

Projects that involve more than minor repair & maintenance may require resource or building consent. All necessary consents must be approved prior to making a grant application for physical works. Please contact Council for further information.

**Start date**

Must be a date.

# Protecting Palmy Heritage

## Form Preview

**End date \***

Must be a date and no later than 30/6/2020.

**Brief project description \***

Provide a short description (100 words recommended) of your project - what are you out to do and why you are doing this?

**What do you need funding for? \***

Please specify which part(s) of the project you are seeking grant funding for.

**Have you discussed the project with Heritage New Zealand? \***

Yes

No

### Alignment with Heritage Funding Guidelines

Read the Heritage Funding Guidelines [here](#):

**Does the application align with the requirements and objectives in the 'Heritage Funding Guidelines for Heritage Projects'? (please indicate degree of alignment)**

1  2  3  4  5

**Comments**

**Please describe**

Any correspondence or input from Heritage New Zealand should be uploaded with your application.

**Have you obtained any other heritage advice for the project? \***

Yes

No

**Please describe**

# Protecting Palmy Heritage

## Form Preview

### Funding request

The maximum grant amount available depends on whether the building is a residential house, or a commercial or community building.

- For residential house projects the maximum grant is 50% of project costs, up to \$10,000.
- For commercial or community projects, the maximum grant is 50% of project costs up to \$20,000.
- Conservation asset management plans: \$5,000

What is the total cost of your project? \*

\$

Must be a dollar amount.

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

How much are you requesting from the Heritage Fund? \*

\$

What is the total financial support you are requesting in this proposal?

Are you seeking funding from other sources? \*

Yes

No

### Details of other funding sources

Please specify what funding you have sought from other sources.

### Budget

Please include in-kind support, such as volunteer time and donated materials.

Income	\$	Expenditure	\$
PNCC grant	\$		\$

### Budget totals

Total income

\$

This number/amount is calculated.

Total expenditure

\$

This number/amount is calculated.

Income - expenditure

\$

This number/amount is calculated.

### Supporting information

If you have any additional material you would like us to refer to, please enter it in the section below. This is not a requirement.

### File upload

Attach a file:

# Protecting Palmy Heritage

## Form Preview

### Free text

## Terms of Agreement

### **You will only be bound by these terms if your application is successful.**

**1.** In accepting the offer of funding from the Palmerston North City Council, the applicant agrees to:

- complete the project as outlined in the application (or request permission in writing from Council for any change to the project)
- use the grant money for the expenses identified in the success letter
- return any unspent funds
- operate in an open and publicly transparent manner
- manage the project in a financially prudent manner with full, up to date and accurate records
- keep invoices/receipts and a record of all expenditure for seven years
- participate in any funding audit of my organisation or event conducted by Council
- contact the Council to let them know of any public event or presentation that is funded by the Council
- positively acknowledge the support of the Council in all relevant media and promotional activities
- give permission for my/our name, brief details about the event, and the amount of the grant to be made available to the public.

**2.** Palmerston North City Council shall not be liable for any loss or damage incurred or sustained by the applicant, or any of its employees, agents, contractors, customers or volunteers.

**3.** Representatives of both parties to this agreement will discuss any issues relating to the achievement or non-achievement of the expectations outlined in the agreement. If either party identifies any issues, such discussions will take place as soon as practical.

**4.** No alteration to, deletion from, or amendment to, any of the provisions of this agreement shall be binding on the parties unless both parties agree, and this agreement is recorded in writing.

**5.** Palmerston North City Council may terminate this agreement, with two months written notice, where it considers there are serious performance problems against the expectations outlined in this agreement.

**6.** In the event that the applicant fails to comply with these terms of agreement, Palmerston North City Council is entitled to terminate the agreement immediately. In the event of termination the applicant is required to repay the grant money to Palmerston North City Council.

**Do you accept the terms of agreement outlined above? \***

Yes

## Declaration

**You must agree to the below statements before submitting your proposal: \***

# Protecting Palmy Heritage

## Form Preview

- I understand that the Palmerston North City Council is bound by the Local Government Official Information and Meetings Act 1987.
  - I consent to Palmerston North City Council recording the details provided in this proposal and retaining and using these details for considering the proposal.
  - I have obtained the consent of all people involved to provide any personal contact details in this proposal. I understand that I have the right to access this information. This consent is given in accordance with the Privacy Act 1993.
  - I authorise Palmerston North City Council to seek such information as they may require to complete the consideration of this proposal.
  - I understand that Palmerston North City Council may disclose to, or obtain from, any government department or agency, private person, or organisation any information about my organisation for the purposes of gaining or providing information relating to my application.
  - I will advise Palmerston North City Council of any significant change to our organisation's finances between the date this proposal is submitted and the date I am notified of the Council's decision.
- At least 6 choices must be selected.

### Authorisation

**I declare that the details contained in this proposal are correct and that I have authority to commit to the above conditions. \***

Agree

**Your name \***

First Name

Last Name