

Planning Unit

Application for Selwyn Heritage Fund

Application Form 2016

Send or deliver your application to: Selwyn District Council, PO Box 90, Rolleston, 7643

For enquiries phone: (03) 347-2868

For enquiries email: heritagefund@selwyn.govt.nz

Notes for Applicants

1. The purpose of the fund is to encourage and assist owners with the work required to maintain and enhance the heritage of the District.
2. Priority will be given to those sites, buildings and trees that are listed for protection in the Selwyn District Plan.
3. The fund is open only to residents and ratepayers of the Selwyn District.
4. It is a contestable fund that will be distributed among the successful applicants as grants. Grants will generally be between \$500 and \$7,500. In special circumstances larger grants may be made.
5. The fund is not available:
 - To compensate for work already done. It is intended to assist with the cost of future work.
 - For the entire cost of the project. It will complement the applicant's contribution.
 - For resource consent fees required as a result of any activity associated with this application.
6. Applications will be assessed by an appointed panel made up of 2 Councillors, 1 Council staff member, 1 representative from local historical groups and 1 professional with heritage and architectural expertise.
7. The application must be made on this application form and signed. The form can be handwritten, or it can be downloaded from www.selwyn.govt.nz and typed.
8. We encourage applicants to attach any supporting documents, such as plans, diagrams, maps and photos. Please limit this to no more than 15 pages.
9. Applications without any supporting documents will still be considered, but applicants may be asked for more information.
10. The panel assessing the applications are likely to request to see the sites.
11. The Council hereby undertakes to all applicants that information concerning private property supplied in the application, or obtained when assessing it, will be used by the Council for no purpose other than for assessing the application, or for the publicity purposes referred to below.
12. 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.
13. The recipient will be required to present receipts for the work done and a statement confirming that the work has been carried out in accordance with the information presented in the application, prior to payment of the grant.
14. Unless prior arrangement is made, grants must be paid out before 30 June 2018.
15. Late applications will not be considered. The fund is open from 15th March 2016 to 26th April 2016.