

Heritage Incentives Scheme Application 2019-2020

Form Preview

Introduction

* indicates a required field

Before you apply

Please read the [guidelines](#) and [terms and conditions](#) for this grant before completing your application. Your application will be assessed against criteria in the program guidelines.

Applications must be registered with Brisbane City Council **PRIOR** to commencing the project.

You may need the following documentation in order to complete your application. Please have electronic copies ready to attach in the correct section of the application:

- Development approval including any applicable building approvals
- Contractor quotes
- Project photographs

Attachments are limited to a maximum of 20MB each.

Applicants must be the **owner of a place** listed in the Brisbane City Council's [Heritage Register](#). Lessees and government bodies are not eligible.

Most fields in this form are mandatory and if not completed you will be unable to submit. An error message will highlight which fields require completion.

Before you submit your application, we recommend you discuss your project with us. Please contact the City Architecture and Heritage Team on (07) 3403 8888 or email heritage@brisbane.qld.gov.au. Detailed information on [conservation issues and guidelines](#) is provided by Brisbane City Council to plan for future work.

Is your place listed on Brisbane City Council's Heritage Register? *

Yes

No - you are not eligible

Heritage Place

* indicates a required field

Place Information

Places information is available at Brisbane City Council's [Heritage Register](#).

Heritage place name *

Heritage place address *

Address

Suburb State Postcode

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Brisbane City Council Ward

Electoral ward applicable to this property.

If you are unsure of which Brisbane City Council ward you live in, please enter your property address into the Electoral Commission Queensland [online search tool](#).

Place type *

- Commercial
- Residential
- Community facility including church

Development Approvals

Work at a heritage place may require approvals. If approvals including building or development approval is required, documentation must be submitted.

To find out if you require development or building approval for your heritage project,

To find out if you [require development or building approval](#) from Brisbane City Council, please contact a Planning Information Officer on 3403 8888.

If your heritage place is also on the [Queensland Heritage Register](#), it is likely that you will require approval from the [Department of Environment and Heritage Protection](#).

Attach documentation

Attach a file:

Please attach all development approvals.

Project Details

* indicates a required field

Project Summary

Documentation Work

Documentation work include the preparation of drawings and specifications associated with conservation work, preparing conservation plans and/or other reports resulting from investigating the built fabric.

Is this project for documentation work? *

- Yes No

Building or Repair Work

Building or repair work can include:

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1. Restoring, maintaining, repairing or reinstating heritage fabric, or reversing unsympathetic alterations to reveal significant form and materials
2. Repainting the building in the original colours or in a colour scheme that reflects its heritage significance, as identified through a paint analysis; removing paint to uncover the original surface; or cleaning masonry and/or
3. Building work that ensures public safety and prevents structural failure or damage to the heritage fabric.

Is this project for building or repair work?

*

Yes

No

Project Purpose

Project description

- Replacing or restoring roofs, guttering or downpipes
- Replacing or restoring external cladding
- Re-painting in original colour scheme or suitable alternative
- Paint stripping to uncover original surfaces
- Cleaning masonry
- Other:

Brief project summary

Word count:

Maximum 150 words

How will the project contribute to the conservation of the place?

*

Word count:

Project works must directly contribute towards conservation of the original heritage fabric of the place. 250 word limit.

Estimated start date

*

Project must not start prior to you receiving a letter confirming the registration of your grant from Brisbane City Council.

Estimated completion date

*

Budget Details

Please attach at least two itemised written quotes for each component or type of conservation work.

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The amount of funding is calculated as a proportion of the total cost of conservation work.

Quote files

Attach a file:

Project Images

Include photos of the heritage place to fully illustrate its condition PRIOR to the project commencing.

Attachments are limited to a maximum of 20MB each.

Image files

Attach a file:

Applicant Summary

* indicates a required field

Applicant Eligibility

Applicants must be the owner of the heritage place. Lessees and third party representations of a registered heritage place are **not** eligible for the Heritage Incentives Scheme.

If you have questions regarding eligibility please contact the City Architecture and Heritage Team on (07) 3403 8888.

Are you the owner of the property? *

Yes

No - you are not eligible

Applicant Contact Details

Applicant category *

Private landowner

Not-for-profit organisation

Contact person *

Title

First Name

Last Name

Organisation name

If applicable

Postal address *

Address

Suburb

State

Postcode

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Phone number

Email

Do you have an ABN? *

- No - complete and attach a Statement by a Supplier Form
- Yes - provide ABN details below

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	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Complete and attach a copy of the [Statement by a Supplier Form](#) only if you do not have an ABN.

Statement of Supplier Form

Attach a file:

Alternative Contact

Alternative contact

Title

First Name

Last Name

Project role

Phone number

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Email

Bank Account Details

Successful applicants will have funds released electronically to the owner of the heritage place only.

Bank name

Account name

BSB number

Must be 6 numbers

Account number

Must be no more than 9 numbers

Certification

* indicates a required field

Please verify your endorsement of the information provided in this application. If applicable fill in details of your Chair, President or Chief Executive of your organisation below as a sign they endorse this application.

- I certify that to the best of my knowledge the statements made in this application are true and correct.
- I understand that if Brisbane City Council approves a grant, I will be required to accept the terms and conditions of the grant in accordance with Brisbane City Council's audit requirements.
- I consent to the information contained within this application being disclosed to or by Brisbane City Council for the purpose of assessing, administering or monitoring my current and any future Brisbane City Council grant applications.
- I understand that if Brisbane City Council approves the grant, I will be bound by the contents of my application to carry out my project as I have described and my application will form part of my contractual agreement with Brisbane City Council.
- I consent to the use of my details about my project by Brisbane City Council in press releases and other media communications if I am successful in my application.

Applicant *

Title

First Name

Last Name

Position

If applicable

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Organisation name

If applicable

Date *