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In association with
Bourke Shire Council

BOURKE SHIRE COUNCIL

LOCAL HERITAGE FUND
2026/2027

INFORMATION
and
APPLICATION FORM

Applications for funding assistance must be forwarded to:

Bourke Shire Council
29 Mitchell Street
P.O Box 21
Bourke, NSW 2840

Email: bourkeshire@bourke.nsw.gov.au

Applications must be received by Council no later than **4pm, Friday 28 August 2026.**

BOURKE SHIRE COUNCIL

HERITAGE FUNDING

Background
Bourke Shire Council has established a Local Heritage Fund in association with the Department of Premier and Cabinet, Heritage NSW.

Aim
The aim of the fund is to provide funding assistance to owners of historic properties to undertake research or conservation works on the properties. The overall aim being to encourage conservation of the heritage values of the area and to stimulate restoration.

Amount of funding provided for individual projects
A grant of up to $2,000 per property but not exceeding 50% of the total approved work. The applicant must match the funding $ for $.

Who may apply?
Owners or occupiers of heritage buildings or places within Bourke Shire. If you are not the owner, you must have the permission of the owner to apply for the grant.

What will be funded?
Projects which involve the repair, maintenance or reinstatement of missing items on heritage structures within Bourke Shire. Such projects can include the repainting or repairing of houses, shops, verandahs, fences or other structures. Projects can include reroofing, repairs to gutters, woodwork, brickwork etc., or any repairs which will protect the building or contribute to its structural stability or integrity.

Which projects won't be funded?
Funding will generally **not** be provided for the following projects: where assistance is reasonably available from another source; where substantial assistance has previously been provided; where the applicant has yet to complete other projects assisted by this fund or other Council funding; purchase of a building, site or moveable item; a new addition to a heritage building; addition of new internal fittings such as a kitchen or bathroom; the relocation of a heritage building or work on a relocated heritage building; work on a government owned building still used for a government purposes.

Guidelines
The following guidelines apply:
1. Council must approve all scheduled work prior to the commencement of the project. Council's Heritage Advisor must meet with each applicant and discuss the proposed project. The Heritage Advisor will advise Council on the suitability of the project.
2. **Once approved, the project must commence within three months of acceptance of the funding by the applicant and be completed by 31 March 2027.**
3. The approval of the owner of the property must be obtained before applying for funding.
4. Any other necessary building, development or other approvals must be obtained before commencing the project.
5. The funding will be provided once the project has been completed.
6. Applications must be made on the attached form. The application must be signed, indicating the applicant's acceptance of the conditions outlined above.

Assessment Criteria

The following matters will be considered by Council when assessing the priority of your application. Please note that it is not necessary for your project to meet all these criteria:

1. Applicants must demonstrate that they have the necessary finance to undertake the approved works.
2. Applicants must demonstrate that they are aware of the necessary approvals to be obtained.
3. The property, building or structure against which the funding will be applied must be an item of heritage significance. Preference will be given to a listed item or to where an applicant shows a willingness to list the item.
4. Projects which clearly complement broader conservation objectives, eg projects which implement key findings of heritage studies or projects in designated heritage main street or conservation areas.
5. Projects which would encourage the conservation of other heritage items.
6. Projects of demonstrated heritage value to the community; where the item concerned will appear on many heritage lists, eg, the restoration of an important local heritage house.
7. Projects which are highly visible to the public, eg, the replacement of a verandah to a building in a main street.
8. Projects which have high public accessibility, eg. a local museum, Church or a private home which is open to the public several times a year.
9. Projects which are in an area which has received little or no funding; or projects involving aspects of heritage which have received little or no funding, eg, historic gardens.
10. Urgent projects to avert a threat to a heritage item.

How to apply

Complete the attached application form, detach and forward to Council by **4pm Friday 28 August 2026.** Make sure you provide all the information requested.

Only send the application form. Keep pages 1-3 for your information.

If you have any queries, please call Council on 02 6830 8000.

Council's Heritage Advisor, who is based in Dubbo, is Peter Duggan, who visits Bourke on a regular basis.

BOURKE SHIRE COUNCIL

HERITAGE FUND

APPLICATION FOR FINANCIAL ASSISTANCE

APPLICANT:

Name:
……..

Address:
……..

……..

Postal Address (if different to above):
……..

.....

Phone No: …… (home) …… (work) …… (mobile)

Email address: …….

SUBJECT PROPERTY:

Name:
……..

Address:
……..

……..

Current use of the building/property:
……..

HERITGE LISTING:

Is the subject property listed? Yes/No
(If you are unsure, the Heritage Advisor will be able to tell you when he meets with you)

If so, the name of the Heritage Register it is listed on:……

HISTORY:

Provide a brief history of the subject property:

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THE PROPOSAL:

Proposed Works (provide as much detail as possible, stating exactly what you propose, eg., if you wish to repair the roof and guttering state exactly what materials will be used and the gutter profile):

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ATTACH

Make sure you attach the following

A. SCHEDULE of works

B. NAMES OF TRADESPEOPLE who will carry out the work

C. QUOTES obtained

D. PLANS and sketches where necessary to describe the work

E. PHOTOGRAPHS of the existing structure (either hard copy or on disc)

F. SAMPLES of materials or colours where a change is proposed

FUNDS

Estimated cost of Works: $

Amount sought with this application: $

(Note: Amount sought must be matched $ for $ by applicant)

SIGNATURE OF APPLICANT

I/We, the undersigned, being the applicant(s) nominated in this application, hereby apply for financial assistance under the Local Heritage Fund to carry out the works described in this application on the land specified in this application. I agree to the conditions and guidelines outlined in the application form.

…….....
Signature/s

Date: ……...

Are you the owner of the subject property? Yes/No

If not what is your capacity (eg tenant, trustee etc)? ……..

CONSENT OF OWNER(S) OF THE SUBJECT PROPERTY

Name of owners of the subject property/land:

…….....

Postal address:

……..

……..

I/We, the undersigned, being the owner(s) of the subject property as detailed in this application, hereby consent to the making of this application for financial assistance under the local heritage fund and to the work proposed being undertaken on my property.

…….....
Signature/s

Date:

Please complete the following:

I will complete and claim my project funding by 31 March 2027 Yes ☐ No ☐

I acknowledge that I may need to arrange local Council and/or Heritage Act approval for these works (separately to funding offer) Yes ☐ No ☐

I agree to erect a Council sign at the front of my heritage item/s acknowledging funding assistance received Yes ☐ No ☐

I have received Council funding support for this heritage item in the last 5 years

Yes ☐ No ☐

I have enclosed all required attachments (A-F) Yes ☐ No ☐

Please note: Applications will NOT be accepted without the required photographs.