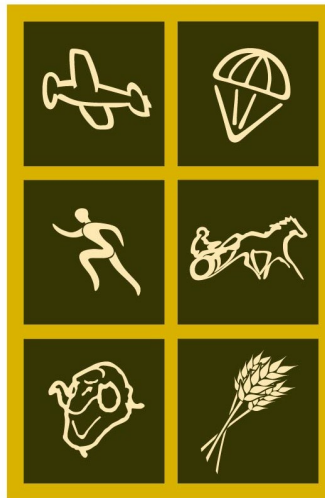


TEMORA



NSW
Riverina

TEMORA SHIRE COUNCIL

LOCAL

ACCESS

ASSISTANCE FUND

FUNDING APPLICATION



LOCAL PLACES EQUITABLE ACCESS ASSISTANCE FUND FOR TEMORA SHIRE

BACKGROUND

A local places equitable access assistance fund has been established by Temora Shire Council Access and Equity Committee. There is a total of \$10,000.00 in the fund for twelve months. This is made up of \$10,000.00 from Temora Shire Council's annual budget.

AIM OF THE FUND

The aim of the project is to encourage improvements and enhancements for equitable access to public facilities.

INVITATION TO APPLY

Owners/Tenants of buildings that are for public access. It is essential that you prepare the best application possible because of the limited funds and these guidelines have been prepared to assist you.

ELIGIBLE PROJECTS

Projects which involve the repair, maintenance or construction of improved access. The project must be in strict accordance with the Accessible Standards Legislation, National Construction Code and relevant Australian Standards.

PROJECTS NOT FUNDED

Funding will generally NOT be provided for the following projects: where assistance is reasonably available from another source; where substantial assistance has been previously provided; or where the applicant has yet to complete other assisted projects.

ASSESSMENT CRITERIA

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

- Projects which are highly visible and accessible to the public;
- The applicant's ability to demonstrate technical and financial responsibility with regard to the project, and demonstrated ability to complete the project within twelve months;
- 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;
- Projects of a temporary or moveable nature will be generally not supported through this fund.
- Projects **must** meet the requirements of the Access Legislation, National Construction Code and any relevant Australian Standards.

LEVEL OF FUNDING AVAILABLE

It is proposed that the maximum level of funding per project will be limited to \$2,000.00. Greater funding may be made if the circumstances warrant it. You will be required to provide at least matching finance for the projects. There will clearly be cases where you may yourself wish to contribute more to the project.

TIMING OF PROJECTS

From approval you will have twelve months to complete your project.

WHAT YOU NEED TO DO

Background Research

It will assist your case if you can properly demonstrate why the work you propose is appropriate. Data to support the need for the repair, maintenance and/or construction. This data could be the type of access required and number of visitations/clientele.

Work to be carried out

You then need to decide in detail what work you want to carry out. This should be put down in a clear item by item job schedule.

Quotes

Next, as with any work, you need to get quotes and it is suggested that you get at least two for the work. Put these costs alongside the schedule of work you have prepared.

Plans and Sketches

Depending upon the size of the job you may need these to attach to your application for funding.

Photographs

Take a photograph of the setting of the building, each elevation and close-ups of any particular job to be done. Keep a set of photographs for your final report.

Fill in the application form

Fill in the attached simple form, keep a copy for your records, staple on the attachments and take it immediately to the Council.

Building Approval

Depending on the type of work which you intend to carry out, you may require Council's building approval. This is separate to this application. Council can provide advice in this area.

TEMORA SHIRE COUNCIL

LOCAL PLACES EQUITABLE ACCESS

APPLICATION FOR FINANCIAL ASSISTANCE

Please refer to guidelines before completing this application.

APPLICANT

NAME:

POSTAL ADDRESS:

.....

..... POST CODE:

TELEPHONE NO. (HOME): (BUSINESS):

FACSIMILE: E-MAIL:

SUBJECT LAND

NO: STREET:

LOCATION:

THE PROPOSAL

PROPOSED WORKS:

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PRESENT USE OF BUILDING:

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FUNDS

ESTIMATED COST OF WORKS:

THE AMOUNT YOU ARE SEEKING WITH THIS APPLICATION: \$.....

(NOTE: MAXIMUM \$1,500.00 AMOUNT SOUGHT MUST BE MATCHED DOLLAR FOR DOLLAR BY APPLICANT)

Temora Shire Council – Local Places Equitable Access Assistance Fund

ADDITIONAL INFORMATION SUBMITTED WITH THIS APPLICATION:

Please tick (4)	<input type="checkbox"/>
Quotes for the costs to carry out work	<input type="checkbox"/>
Tradesmen qualifications/experience	<input type="checkbox"/>
Plans/sketches of the proposed works	<input type="checkbox"/>
Photographs of existing structure	<input type="checkbox"/>
Samples of finished materials/colours	<input type="checkbox"/>

SIGNATURE OF APPLICANT

I/We, the undersigned, being the applicant/s nominated in this application, hereby apply for financial assistance under the Local Access Assistance Fund to carry out works described in this application on the land specified in this application.

.....
Signature/s	Capacity	Date

CONSENT OF OWNER/S OF LAND

NAME OF OWNER/S OF LAND:

POSTAL ADDRESS:

.....

I/We, the undersigned, being the owner's nominated above of the land to which this application relates, hereby consent to the making of this application.

.....
Signature/s	Capacity	Date

Temora Shire Council – Local Places Equitable Access Assistance Fund

AGREEMENT FOR FINANCIAL ASSISTANCE OFFERED UNDER TEMORA SHIRE COUNCIL LOCAL PLACES EQUITABLE ACCESS

(This cover sheet should be used for all projects)

PROJECT NUMBER:

DETAILS OF ASSISTANCE:

Applicants Name:

Postal Address:

Project Address:

Project Name:

Amount of Assistance: \$

Type:

Your Contribution: \$

Funding Source:

Purposes of the Assistance:

Special Conditions:

Final date for the completion of the project:

CONDITIONS APPLYING TO ALL PROJECTS

You, the applicant, by entering into this agreement, agree to comply with the following conditions:-

1. Acceptance

You must accept this offer of assistance within six (6) weeks of the date of this offer otherwise it will be withdrawn.

2. Permission to Commence Work

You must provide the following information before permission to commence work will be granted:-

- a) *a draft schedule of work and quotations;*
- b) *who is to carry out the work;*
- c) *a time schedule for the completion of the project;*
- d) *name of a suitably qualified person who will be responsible for supervising the proposed work.*

3. Funding from Other Sources

You must immediately advise the council of any changes to financial resources and arrangements connected with the project.

4. Claims

Claims for payment should be supplied in letter form and you should set out clearly what work was carried out, by whom and how much you are claiming. Please attach originals of any bills.

5. Progress Reports

You must provide brief progress reports as requested.

6. Revocation

You agree that this financial assistance may be reviewed or revoked at any time under any one or more of the following circumstances:

- a) Unsatisfactory work;
- b) Failure to meet time schedule constraints;
- c) Failure to provide progress reports;
- d) Non disclosure, misleading or false disclosure of information.

You also agree, in case of revocation, that where monies have been advanced you are obliged to refund those monies plus interest equal to the current rate used for local government rate arrears.

7. Taxation and Other Regulations

You agree that it is solely your responsibility to ensure that you comply with any taxation liability and or regulations under any Federal or State legislation.

Temora Shire Council – Local Places Equitable Access Assistance Fund

8. Loan and Index Refundable Grant Conditions

You agree to enter into a separate agreement to provide whatever form of security for this assistance which may be required.

9. Re-useable Equipment

You agree that assistance is not to be used for expenditure on re-useable equipment without the prior written approval of the Council.

10. Appropriate Conservation Work and Financial Management

You agree that all work must be carried out in a manner consistent with appropriate conservation practice and in accordance with generally accepted sound financial practice.

11. Long Term Protection

You agree to take all reasonable measures to protect in perpetuity the item for which this assistance is granted.

You agree to insure and keep insured at all times the item for which this assistance is granted.

12. Acknowledgment of Assistance

You agree to acknowledge this assistance in any form required and approved by the Council.

Acceptance

You the applicant, hereby agree to the above conditions and accept this offer of assistance.

Signature:

Date:

To be completed for projects where the applicant is not the owner of the item being conserved.

I, the owner of the item for which this assistance is granted, also agree to the conditions of this assistance and give permission for work to commence.

Signature:

Date: