



## INFORMATION FOR APPLICANTS COMMUNITY WAR MEMORIALS FUND

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### ADVICE TO APPLICANTS

The Community War Memorials Fund is focused on supporting projects that conserve, repair and protect existing war memorials. The fund has previously supported a range of war memorials, including statues, memorial gates, honour rolls and memorial halls. Further information regarding eligibility criteria can be found on the following page.

Any conservation or upgrade work to be carried out must be sensitive to the original memorial fabric and the most appropriate approach possible. We recommend asking your local council heritage advisor for advice and support when approaching conservation work.

### APPLICATIONS SHOULD BE SUBMITTED BY EMAIL OR POST TO:

Email: [VeteranGrants@dpc.nsw.gov.au](mailto:VeteranGrants@dpc.nsw.gov.au)

Post: Veterans' Affairs  
Department of Premier and Cabinet  
GPO Box 5341  
Sydney NSW 2001

**Applications close 25 April 2017. Late applications will not be accepted.**

### FURTHER INFORMATION

Please contact Veterans' Affairs by email or phone on (02) 9228 4710.

Most local councils have access to a heritage advisor who can recommend an appropriate conservation methodology for your project. We also recommend reading through our guide to caring for war memorials before applying, at [veterans.nsw.gov.au/caring-for-war-memorials](http://veterans.nsw.gov.au/caring-for-war-memorials).

When completing your application please ensure that you have provided enough detail for assessors to understand the works you are proposing to undertake, detail of the memorial itself, and the significance of the memorial. Quotations from suppliers or contractors, as well as clear photographs showing the problem are essential to include with your application.

War memorials have special significance for many individuals and groups in the community. For this reason, where applicable, consult with your local council, local RSL sub-branch and memorial owner/custodian for permission before submitting an application. If your application is successful you are responsible for obtaining any relevant council and heritage approvals before commencing work.

Co-contributions for projects are assessed favourably, particularly when an applicant has the capacity to make a contribution or where opportunities are available to seek a co-contribution. Successful projects may be awarded partial funding in cases where this is considered appropriate by the State War Memorials Committee.

## ELIGIBILITY CRITERIA

1. Applications must be for a bona fide existing war memorial commemorating Australia's military heritage and located within the State of NSW or, if located outside NSW, of direct and substantial relevance to the State.
2. An application may be made by any organisation or individual, provided the Owner or Custodian of the Memorial, local RSL Sub-Branch and local council support the bid, where applicable.
3. Before applying to the Community War Memorials Fund the memorial must first be recorded on the Register of War Memorials in NSW ([warmemorialsregister.nsw.gov.au](http://warmemorialsregister.nsw.gov.au))
4. Applications must be for the repair, protection and/or conservation of existing memorials, including the following works:
  - Cleaning, minor repairs and conservation works.
  - Completion of original memorial concepts.
  - Relocation of memorials for public safety.
  - Additional commemorative elements to an existing memorial.
  - Work to improve related landscapes immediately surrounding the memorial as part of broader conservation or repair works.
  - Provision of equitable access to the memorial.
  - Protective measures for memorials.
  - Removal of inappropriate accretions.

Entirely new memorials, public park facilities, major landscaping works and other works that are not in line with conservation practice will generally not be considered for funding.
5. The maximum NSW grant for any one application will ordinarily be \$10,000, unless extraordinary circumstances prevail or a memorial of State or National significance is considered to be at risk.
6. Applications relating to memorials located on either private or public property are eligible for funding, however the memorial must have a public function and be accessible to the public.
7. The definition of a "memorial" includes public monuments, memorial places, landscaped spaces, buildings and sculptures as well as indoor fixtures such as honour boards, plaques, busts or bas reliefs.
8. Applicants must complete the Application Form and include clear photographs of the Memorial, location shots and any existing or proposed plans and any other available documentation including the name and contact details of the nominated person overseeing the proposed works.
9. The State War Memorials Committee will announce grants biannually, with applications closing on Anzac Day and on Remembrance Day. However, the Committee may make extraordinary grants as circumstances require.
10. Funds for works that have already been completed are not eligible for funding.
11. The State War Memorials Committee may in extraordinary circumstances approve applications that do not meet all of the above criteria.