

D21/36687



**FUTURE CITY ASSISTANCE FUND
GUIDELINES**

**3-YEAR PROGRAM
2020/2021 TO 2022/2023**

Background

A fund has been established by Orange City Council as a part of the Future City Program.

Aim of the Fund

The fund is designed to support retail activity, lift the amenity of the CBD and showcase the city's built form. There is a total of \$200,000 in the fund.

Council will provide technical guidance and financial assistance to property owners to reinstate and introduce awnings and verandahs along key public streets. The fund will also cover painting and upgrade works to commercial properties in CBD. It is proposed that council will provide seed funding for these works at high profile sites in the CBD.

Invitations to Apply

Owners of commercial buildings within the Orange CBD area are invited to apply. These guidelines have been prepared to assist in the preparation of applications.

Eligible Projects

Projects that involve the repair, conservation or re-instatement of missing items on CBD commercial buildings. This includes verandahs and decorative detail. Painting upgrades will also be eligible.

Projects not funded

Funding will generally not be provided for the following projects:

- Where assistance is reasonably available from another source
- Purchase of a building
- A new addition to a building (including new internal fittings such as new kitchens and bathrooms)
- Relocation of a building or work
- Work on government owned and operated buildings
- Work that has been completed prior to approval of grant application

Assessment Criteria

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

- The applicant's ability to demonstrate technical and financial responsibility for the project, and demonstrate ability to commence the project by 30 June 2021
- The degree to which the applicant is financially contributing to the project
- Projects which support retail activity, lift the amenity of the CBD and showcase the city's built form
- Projects which are highly visible to the public; e.g., the replacement of a verandah to a building in a main street location
- Projects which have high public accessibility
- Projects in the Orange CBD bordered by Peisley Street in the east, Hill Street in the West, Kite Street in the South and Byng Street in the North
- Demonstrated use of Orange trades

Level of Funding Available

It is proposed that the maximum level of funding per project will, on average, be \$5000 per application. Greater funding to a maximum of \$10,000 may be made if the circumstances warrant. You will be required to provide at least matching finance for the projects. There may be cases where you intend to contribute more than dollar for dollar to the project.

Timing of Projects

From approval, you will have approximately six months to complete your project. All projects will need to be completed by the end of the Funding Program (30 June 2023).

What You Need to Do

It is suggested that you set down the work you propose to do and then contact Council's Engagement Officer Ellie Bryce, to discuss the eligibility and other details of your project. Council also offers the services of a Heritage Adviser. This service is provided free of charge. In some cases the work may require Council development consent and Council's planning staff will be able to assist you in this process.

Background

It will assist if your application demonstrates how the proposed work will enhance the City's amenity and showcase the city's built form.

Work to be Carried Out

You 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.

Quotations

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

Plans and Sketches

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

Photographs

You will need to take a photograph of the setting of the building, each elevation and close ups of any particular job to be done; this will need to be attached to your application form.

Application Form

Fill in the application form, keep a copy for your records, staple on the attachments and submit it to:

Orange City Council
Future City Assistance Fund Applications
PO Box 35
ORANGE NSW 2800

Submissions must be received by the CEO no later than 4.00 pm on Friday 26 March 2021.

Process for Claiming Funds if Grant Approved

If your application for the funding is approved the following process must be followed in order to claim the funds:

- Works to be completed approximately by six months from approval (works cannot be completed after the end of the Funding Program (30 June 2023));
- Submit a final report outlining the scope of works undertaken
- Submit photographs of the completed works
- Submit a copy of the final tax invoice/s from the service provider/s.

Once these items have been received they will be assessed by Council and if compliant the payment for the approved grant amount will be made by EFT to the applicant. Council will provide up to half the funding required at the commencement of works depending on the scale of the project.

Further Information

Should you need to discuss the fund further, please contact Council's Engagement Officer Ellie Bryce on 6393 8000.