

2025-2026 - Regional Historic Heritage Application Form

Form Preview

Regional Historic Heritage Grants Programme

* indicates a required field

Welcome / He mihi

Important information / Pārongo matua:

This application form will assist the Auckland Council to assess your application.

Please read the [Regional Historic Heritage Grant Programme Guidelines \(aucklandcouncil.govt.nz\)](https://aucklandcouncil.govt.nz) before completing this application form and provide all supporting documentation requested even if you have provided it with previous applications.

These tell you:

- Who is eligible to apply
- What we don't fund
- What information you will need to include in your application

All applications must be submitted online using this form. The application form can be saved as you go and will autosave each time you move to a new page of the application form.

If you have any questions, please contact your Grants Advisor at grants@aucklandcouncil.govt.nz or phone **09 301 0101**.

Applicant details

Are you applying as an individual or as an organisation ? *

☐ Individual ☐ Organisation

Organisation Name

First Name

Last Name

Physical Address *

Address

Address Line 1, Suburb, Town/City, Postcode, and Country are required.

Phone Number *

Must be a New Zealand phone number.

Email address *

Must be an email address.

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Website or social media

Must be a URL.

Applicant status

What is the legal structure of your organisation/group? *

- ☐ Incorporated Society
☐ Charitable Trust
☐ Limited Liability Company
☐ Informal group/ no legal structure
- An informal group may also be a "not for profit community group"

Are you/your group GST registered? *

- ☐ Yes ☐ No
- Auckland Council grants are not subject to GST, your GST status is required for our payment processing system

New Zealand Companies Office incorporated society number *

Must be a number.

Applicant NZBN *

The NZBN provided will be used to look up the following information. Click Lookup above to check that you have entered the NZBN correctly.

New Zealand Companies Register Information	
NZBN	
Entity Name	
Registration Date	
Entity Status	
Entity Type	
Registered Address	
Office Address	

Must be formatted correctly.

Recipient Representative *

First Name

Last Name

This is the admin contact person who will receive the funding agreement and be listed as the contact. Please ensure they are available for contact.

Position in organisation *

Project Signatory *

First Name

Last Name

This person will sign the Funding Agreement.

Position held in organisation (if applying as an organisation)

Phone Number

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Phone Number

Must be a New Zealand phone number.

Must be a New Zealand phone number.

Email address

Must be an email address.

Email address *

What is your GST number? *

Must be a number.

Māori organisations and Māori individuals

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve better outcomes with Māori. We ask applicants later in the application form, to demonstrate how these will be evident in the results of the activity.

**Is your organisation
Māori? ***

☐ Yes

☐ No

Maori outcomes

Will your project/activity contribute to Māori or Māori outcomes? *

☐ Yes

☐ No

**Are you a Māori
individual? ***

☐ Yes

☐ No

What is your IRD donee status?

☐ Registered donee

☐ Not a registered donee

Are you affiliated with a national or regional body? *

☐ Yes

☐ No

What is the name of the organisation you are affiliated with?

Applicants with no formal legal structure seeking grants over \$1,000 need to either:

a) nominate an umbrella organisation which has agreed to receive and administer the grant on your behalf - the umbrella organisation would be legally accountable to Auckland Council for the expenditure of the grant. Please go to the next section: Umbrella Organisation details.

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b) apply to have the funding released retrospectively, ie as reimbursement for pre-approved expenses after the project or after the activity has been satisfactorily completed.

If you are unsure, check with your Grants Advisor at grants@aucklandcouncil.govt.nz or (09) 301 0101.

Please select one option below *

- ☐ Wish to nominate an umbrella organisation
☐ Do not wish to nominate an umbrella organisation and therefore agree to have funds released via reimbursement

Umbrella organisation details / Te roopu whakaruru

Name of your Umbrella Organisation *

Organisation Name

Umbrella Primary Address *

Address

Address Line 1, Suburb, Town/City, Postcode, and Country are required. Country must be New Zealand

Contact Person *

First Name

Last Name

Position held in organisation (if applying as an organisation) *

Phone Number *

Must be a New Zealand phone number.

Email address *

Must be an email address.

Has the umbrella organisation agreed to act on your behalf? *

Attach a file:

Please attach letter of support from umbrella organization

What is the legal status of your umbrella organisation *

- ☐ Incorporated society ☐ Charitable trust ☐ Limited liability company

NZ Companies Register *

The NZBN provided will be used to look up the following information. Click Lookup above to check that you have entered the NZBN correctly.

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New Zealand Companies Register Information

NZBN

Entity Name

Registration Date

Entity Status

Entity Type

Registered Address

Office Address

Must be formatted correctly

New Zealand Companies Office incorporated society number *

Must be a number

Bank Account Verification

Please upload evidence of the bank account details. The account name must match the applicant's name or, if applicable, the name of the umbrella organisation. *

Attach a file:

(e.g., bank deposit slip, or bank statement (not older than 3 months), or a letter from the bank on the bank's letterhead confirming the bank account holder name and bank account number, or a print screen or image capture of an on-line bank statement confirming the bank account holder name and bank account number. This must include the bank logo and URL)

Previous Support from Auckland Council / Tautoko mai te kaunihera i ngā tau e toru

Council support includes any of the following: contestable grants, contracts/funding arrangements, community leases, community loans, sponsorship, rates remission or grant, working with council staff

Have you received support from Auckland Council in the last three years, either funding or non-financial? *

☐ Yes

☐ No

Previous funding includes funds sourced from any Auckland Council departments and/or Council Controlled Organisations or Local Board funding. If yes please provide details below

Previous funding from the Auckland Council

Reference	Financial year	Project description	Amount received
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			\$
			\$
			\$
Application number. E.g RHH23/24001			

Heritage Project Information

* indicates a required field

Site details / Papa mahi

Project address *

Address

Suburb/Town State/Province Postcode Country

Must be a New Zealand post code

In which local board area(s) will your project be delivered?

To find what local board area your project is taking place in please visit the [local board finder tool](#).

Central local boards

- ☐ Albert-Eden
☐ Great Barrier
☐ Maungakiekie-Tāmaki

- ☐ Ōrākei
☐ Puketāpapa

- ☐ Waiheke
☐ Waitematā

Please select all that apply

North local boards

- ☐ Devonport-Takapuna
☐ Hibiscus and Bays

- ☐ Kaipātiki
☐ Rodney

- ☐ Upper Harbour

Please select all that apply

South local boards

- ☐ Franklin
☐ Howick

- ☐ Māngere-Ōtāhuhu
☐ Manurewa

- ☐ Ōtara-Papatoetoe
☐ Papakura

Select all that apply

West local boards

- ☐ Henderson-Massey

- ☐ Waitākere Ranges

- ☐ Whau

Please select all that apply

Name of heritage item *

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Legal description

Are you the property/land owner?

☐ Yes ☐ No - I have Landlord/Landowner Permission

State the name(s) of the property/land owners *

How is this site used?

Please include photos of the heritage item. Other information such as drawings and historical photos that may assist the understanding of the project should also be included. *

Attach a file:

Please provide enough photos to allow adequate assessment.

If you do not own the property or land where the project will take place you must attach/provide written permission from the property/land owners. *

Attach a file:

This may be landlord or landowner approval documentation, depending on the type of work being proposed. We may also require a copy of your leasing agreement which demonstrates that you are required to undertake maintenance. If in doubt, please contact your Grants Advisor at grants@aucklandcouncil.govt.nz

Project - Activity Information / Ngā pārongo mahinga

This section requests information about your proposed project. Please provide clear, concise responses.

Description of your project, including long term goals, objectives and how the project aligns with the funding priorities for 2025/2026 (See the Regional Historic Heritage Grant Programme Guidelines) *

Word count:

2025/2026 Regional Historic Heritage Grant Programme Guidelines: <https://www.aucklandcouncil.govt.nz/grants-community-support-housing/grants/regional-grants/Documents/regional-historic-heritage-grant-guidelines.pdf>

Is your proposed project: *

☐ A continuation of previous work ☐ A new initiative

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Expected project start date *

Must be a date and no earlier than 1/12/2025.
dd/mm/yyyy

Expected project completion date *

dd/mm/yyyy Projects need to be completed within 12 months of the funding agreement being signed

Identify the Regional Historic Heritage Grant funding outcome/s your project best fits under *

- ☐ Regulations and policies in the Auckland Unitary Plan and District Plan (HGI) are supported by incentives to protect and conserve significant historic heritage places
- ☐ Auckland Council, Mana Whenua, community organisations, and property owners work together to support kaitiakitanga and stewardship of historic heritage
- ☐ Aucklanders see Council investment in historic heritage
- ☐ Historic heritage grants unlock private and community investment in heritage conservation

Please explain how your project supports the outcomes you selected. *

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve better outcomes with Māori.

Please explain how your project/activity will contribute to Māori or Māori outcomes

Word count:

Which regional eligibility criteria does your project meet? *

- ☐ Historic heritage places that are included in one of the schedules of the Auckland Unitary Plan including the Historic Heritage Schedule, Sites of Significance to Mana Whenua, contributing sites within a Historic Heritage Area and trees included in the Notable Trees Schedule, or
- ☐ Historic heritage places that are in the Auckland Council District Plan - Hauraki Gulf Islands (HGI) Section - Heritage appendices, archaeological sites, buildings, objects, properties and places of special value, Māori heritage sites or trees.

Please describe how your project meets the regional eligibility criteria you selected. Including which schedule your place is listed in and describe the property's relevant historical or cultural values. *

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What are the community benefits of your proposed project and who are you going to involve? Is the heritage item accessible or visible to the public, and how do you intend to promote the project in the community? *

How urgent are the works? Is the item/place at risk?

Provide a brief description of what you require funding for *

Brief description of the items and/or parts of the project this funding would go towards.

What actions (if any) have been taken so far with your proposed project? *

How will you publicly acknowledge council's contribution towards this project/activity *

Word count:

Feature project in media or social media, place logo on printed material, signage, advertising materials etc. Must be no more than 100 words

Do you plan to promote/market/advertise your project/activity? *

☐ Yes ☐ No ☐ Don't know

If yes, please provide details on how

Word count:

Must be no more than 100 words

Project plan / Mahere mahinga

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Please complete the table below.

Tasks- what you will do	By when

Who is going to manage and maintain the project when it is completed? *

Does your heritage item have an existing management, conservation plan or heritage assessment? *

☐ Yes ☐ No
Eg conservation plan or restoration plan

Please attach a management or conservation plan

Attach a file:

Have you sought any expert advice to guide your project? *

☐ Yes ☐ No

If so, Who and what role has the specialist played, or will play in the project?

Does any part of your project require a statutory consent e.g. resource consent, building consent or archaeological authority? *

☐ Yes - outline your current consent status and any conditions related to the consent(s) below.
☐ No - please skip the following question
If unsure if a consent is required contact heritagegrants@aucklandcouncil.govt.nz

Are any of your project activities a condition of an existing resource consent? *

☐ Yes - outline below ☐ No - continue to the next question

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Has an archaeological survey been undertaken on this site? *

☐ Yes - outline below

☐ No - continue to the next question

Please provide any supporting documents

Attach a file:

Project Budget

* indicates a required field

Project budget / Te tahua

This section requests information that relates specifically to the budget and financial information of your proposed project.

List all of the costs associated with your project (including GST).

Please remember in most instances you should provide at least 50% of the total cost of the project. Supply quotes to substantiate the costs for which you are applying to RHHG.

Table one: Detailed project budget

Please provide itemised information on all expenses/costs associated with this project/activity. This should include your contribution to the project including voluntary time, monetary contribution (cash) or in-kind contributions (non-monetary). Supply quotes to substantiate the cost for which you are applying for the Regional Historic Heritage Grant.

Please list in detail, e.g. materials, equipment, contractor(s), labour, other and upload relevant quotes.

Description of item (incl. quantity and unit cost where applicable)	A. Total cost of item	B. Amount of funding contributing to the project from other funding sources.	C. Amount of funding requested from the RHHG.	Quotes
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	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	

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List in detail, e.g. materials, equipment, contractor(s), labour, other.	Must be a dollar amount.		Must be a dollar amount.	Must provide quotes
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Table two: Other funding sources for the project / Pūtea tautoko mai waho

This section tells us about any monetary funding that you have secured or are working to secure for your project e.g. financial contribution from you or your organisation, eg contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Include applications made to local boards. Please complete the table below.

Funding source	Amount Requested	Amount Secured	Materials/Work applied for
		\$	
		\$	
		\$	
		Must be a dollar amount.	

In-kind funding (non-monetary) sources for your project/activity / Pūtea tautoko mai wah

This section tells us about any in-kind funding that you have secured or working to secure for your project/activity, e.g. volunteer hours, donated materials or equipment, etc.

Table three: Volunteer time on this project

Role of volunteer	Number of volunteers	Number of volunteer hours	Value of volunteer hours
			\$
			\$
			\$
e.g. General Volunteer, Specialised Volunteer			The value of general volunteer time can be calculated using the living wage of \$26. per hour. For specialized volunteers please use the market rate

Funding Summary

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Total cost of project *

\$

This number/amount is calculated.

How much are you contributing?

\$

This amount is auto calculated from table one - "Amount of funding contributed by the applicant or provided from other funding sources"

How much monetary funding has been secured? *

\$

This amount is auto calculated from table two - "Amount secured"

How much in-kind funding (volunteer time) is being contributed? *

\$

This amount is an auto calculated total of table three

How much are you requesting from RHHG in this application? *

\$

This amount is auto calculated from table one - "Amount of funding requested from the RHHG"

If the Auckland Council is unable to fund the full amount you request, would a smaller grant still be of assistance? *

- ☐ Yes - provide details below
☐ No - please skip to the next question
☐ Other:

If we can only fund part of your project which part would you prefer? Please indicate cost *

Further information

* indicates a required field

Additional information

Is there any additional information that may assist in the understanding of the project?

Please attach any additional supporting information.

Attach a file:

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How did you find out about this fund? *

- ☐ Applied previously ☐ Council website ☐ Council mail-out ☐ Council staff member
☐ Local newspaper ☐ Poster/flyer ☐ Social media ☐ Word-of-mouth ☐ Other

If other, please specify:

Would you or your group like to have your project:

Circulated to other Regional Historic Heritage Grant applicants so you can share knowledge and experiences? *

- ☐ Yes ☐ No

Added to the environment and heritage funding email database to receive information relevant to community, heritage and environmental action in Auckland, including opportunities for training, funding and events? *

- ☐ Yes ☐ No

Declaration and Privacy

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

I/We certify that to the best of our/my knowledge the information contained in this application is correct *

- ☐ Yes ☐ No

I/We confirm that any funds granted will only be used for the activity described in this application *

- ☐ Yes ☐ No

I/We confirm that I/we will submit to the Auckland Council an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity *

- ☐ Yes ☐ No

I/We confirm that to the best of my/our knowledge I/we have no perceived, potential or actual conflict of interest in applying for or using any grant funding *

- ☐ Yes ☐ No

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example:

Personal or family relationships that you have with:

- Council employees
- Council contractors

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- Organisations or persons that you will procure services from with the grant monies

Financial relationships

- eg investments that you have in entities that you will procure services from with the grant monies

Employment relationships or membership of clubs

- eg you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement

If you have identified any conflicts of interest, please provide details below:

Word count:

- I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987
- I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material.
- I/we understand that I/we have the right to have access to this information
- I/We undertake that I/we have obtained the consent of all people involved to provide these details.

*

☐ Accept

☐ Decline

Declaration date *

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "spam".

If you need assistance please contact the Grants Advisor at **grants@aucklandcouncil.govt.nz** or phone **301 0101**

Privacy

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our privacy policy and at our libraries and service centres) and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.