

# CULTURAL HERITAGE AND STORIES RESEARCH FUND

## Overview

The Parramatta Cultural Heritage and Stories Research Fund supports research projects which add to and support the knowledge of Parramatta's history and cultural heritage.

The Fund aims to encourage research which documents and interprets the stories of Parramatta for the benefit of current and future generations.

Grant applications must demonstrate the significance and relevance of the research topic to Parramatta's cultural heritage and history. Applications should aim to enhance knowledge in areas that have not been previously researched.

## Category Objectives

Priority will be given to research projects which explore:

- Aboriginal heritage (for example; traditional and contemporary culture);
- Social histories (for example; aspects of everyday life, people who have made significant contribution to the community);
- Cultural heritage of our diverse communities (for example; Chinese, Lebanese, Indian, etc.);
- Significant heritage sites and structures in the Parramatta LGA (built or natural environment);
- Contemporary heritage (for example; living histories, or contemporary cultural trends)

It is expected that projects will make a significant contribution to the research of Parramatta's cultural history and heritage and to gaps in knowledge regarding local history.

## Available Funding

Approximately \$20,000 per financial year is available for the Cultural Heritage and Stories Research Grant. There is a funding cap for each application of \$5,000.

## Program Timelines

This program is open once a year. Projects must start after July 1. Successful recipients in this category are required to:

- Complete their projects within twelve months of funding
- Submit two Progress Reports, after four and nine months respectively, during the funding period and a Final Acquittal Report upon project completion
  - 4 month Progress Report due date 1 November
  - 9 month Progress Report due date 1 April
  - Final Acquittal Report due date 1 July (following year)

Failure to acquit the grant will affect any future funding requests.



## Examples of Activity Supported

Applicants should also consider projects that will deliver enhanced knowledge within any of the following key themes:

- Cultural Heritage (including Aboriginal, Colonial, Urban/Contemporary & Multi-Cultural)
- Authentic & Affordable Food
- Arts, Culture, Events & Entertainment
- Outdoors
- Sport.

Successful projects have previously included:

- 'From Canton with courage: Parramatta and beyond, Chinese arrivals 1800 – 1900', author Jack Brook (LS 305.8951 BRO, which can be viewed at the Parramatta Heritage Centre)
- St Johns' Cemetery project  
[stjohnscemeteryparramatta.org](http://stjohnscemeteryparramatta.org)

## Type of Activity Not Supported

City of Parramatta Council does not provide grants for:

- Purchasing equipment;
- Purchasing, repairing, or maintaining buildings and objects;
- Activities or research that has been completed;
- Living expenses

Grant funds are not intended solely for the purpose of administration costs (printing, scanning, etc.) and costs for the development and presentation of the research. Expenditure these types of costs must be clearly outlined and must not make up the total expenditure of the grant

## Conditions for Program Eligibility

To be eligible for funding applicants must:

- Be not-for-profit and incorporated or have evidence of auspice from a not-for-profit incorporated organisation;
- Be located within the Parramatta LGA, or

principally service Parramatta residents;

- Not have outstanding debts to Council;
- Not have overdue progress or acquittal reports for previously funded grants.

## Further Conditions

- Provide a copy of the latest financial statements (most recent audited statements are required for revenues over \$250,000)
- Applicants must supply Council with a digital copy of the research output – or a URL link to the material. It is optional, though recommended, that applicants discuss opportunities for presentation, display or archiving of content developed as a part of their grant with the City of Parramatta Research & Collection Services Coordinator **8839 3319**.
- A version of the final research report will be made available for public access through the City of Parramatta's Research & Collections Services under a Creative Commons Share-Alike (CC BY-SA) copyright license (where culturally appropriate) and will be integrated into the Council's research collections. [arc.parracity.nsw.gov.au](http://arc.parracity.nsw.gov.au).
- Approved projects in which the researcher(s) retain copyright must contain the following acknowledgement in the research report: This research was funded through the Parramatta Cultural Heritage and Stories Research Fund of City of Parramatta Council. The contents of the research will not necessarily reflect the views of Council.

Council prefers that output is accessible through a creative commons share-alike copyright licence and which can be integrated into the Council's research collections. Researchers may have to gain approval for the use of images owned by other parties and:

- The project may include a variety of research methodologies such as interviewing via video/media, and/or desk research;
- The researcher must clearly outline the copyright status of research content produced as a result of the grant;
- The researcher must agree to gain the written permission of participants in line with this outline;

## Supporting Documentation

- CV's for key staff, no more than two pages each;
- If you are successful in your application, evidence will need to be provided that you have planned appropriate insurance coverage for the funded activity. If you already have insurance coverage, we ask that you attach the Certificate of Currency to your application.

## Contact Details

If you need assistance in understanding these Guidelines, or have any questions, please contact the Community Capacity Building Team on **9806 5110** or at [grants@cityofparramatta.nsw.gov.au](mailto:grants@cityofparramatta.nsw.gov.au).

Applicants are encouraged to discuss their research topic with the Research & Collection Service Coordinator at the Parramatta Heritage & Information Centre on **8839 3319**.

Any applications related to Aboriginal Culture will be required to consult with Council's Aboriginal and Torres Strait Islander Advisory Committee. For details about the advisory committee, please contact the Community Capacity Building Team on **9806 5110**.



## Assessment Criteria

	CRITERIA DESCRIPTION	WEIGHTING
Criterion A	Extent of significance of the research topic to Parramatta's cultural history, heritage and key themes	20%
Criterion B	Extent that contributions to gaps in knowledge regarding local history will be made	25%
Criterion C	Clearly describes the final delivery format of the research (e.g. website, book) and how it will be accessed by the target audience	20%
Criterion D	Demonstrates appropriate merit and methodology	20%
Criterion E	Quality, cost effectiveness and realism of the budget to achieve desired outcomes with clear costing for all aspects of the project.	15%