

# Nowra CBD Access Improvement Financial Assistance Program – Application Form

Planning, Environment & Development Group

**City Administrative Centre** Bridge Road, Nowra, NSW, Australia, 2541

**Address all correspondence to:** The General Manager, PO Box 42, Nowra, NSW, Australia, 2541  
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This application form must be completed to apply for financial assistance for imbursement of supply of materials under the Nowra CBD Access Improvement Program. The Nowra CBD Access Improvement Program Guidelines should be read in conjunction to completing the application form.

## 1 Applicant

Name: .....

Address: .....

Suburb: ..... Postcode: .....

Phone: ..... Mobile: .....

Email: .....

### Proposed Site Location.

Street No: .....

Street Name: .....

## 2 Development Approvals

Do the access improvements require Development Approval (i.e. Development Consent or Complying Development Certificate)?

No     Yes

If yes, DA/Construction Certificate No. is .....

## 3 Owner's Consent

Are you the property owner?

Yes     No (if not, consent must be received from the property owner or relevant Body Corporate.

If the property is owned by a company, consent must be provided by an authorised delegate, i.e. Director)

I, .....  
 Print Name(s) of Property Owner

Consent to the making of this application for financial assistance under the Nowra CBD Access Improvement Program with Shoalhaven City Council (Council) and the undertaking of the proposed works submitted for:

(Insert address)

Signature(s) of Owner(s)

## 4 Proposed Access Improvement Works

Describe the proposed access improvement works that are applying for financial assistance for supply of materials:

### Category 1

- Construction/restoration of ramps and handrails at entry points
- Works to level entry points to premises where they enable easy access for people using wheelchairs or mobility aids
- Widening of doorways
- Installation of equipment for the vision impaired eg. tactile flooring
- Provide or upgrade accessible bathroom facilities

### Category 2

- Installation of automatic doors
- Provision of removable ramps to enable access by people in wheelchairs.
- Construction of ramps and handrails within the building
- Modification of counter heights to enable access by people in wheelchairs
- Or any other works which would improve access please specify

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 .....  
 .....

***Privacy Notification:** The information will be used solely by Council staff for the purpose mentioned or a directly related purpose. The applicant understands that this information is provided on voluntary basis and they may apply to Council for access or amendment of the information at any time.*

**This form may be published on Council's website in accordance with Government Information ( Public Access) Act 2009**



### OFFICE USE ONLY

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## 5 Proposal Details

Provide a sketch or photograph detailing the proposed access improvement works (ie. If you are applying to install a ramp, identify where in the building it is and include details of the materials you will used).

- Describe what the improvements will involve.



Describe what the proposed access improvements works will involve: .....

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## 6 Cost of Works

Provide a breakdown of the estimates cost / quotes of labour and materials for the proposed access improvement works. Paid tax invoices will need to be provided when claiming financial assistance from Council.

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Do you agree to provide a minimum of 50% of the cost of labour and materials or higher if 50% is more than the maximum Council contribution of \$3,000 (excl. GST)?

Yes     No

## 7 Assessment Criteria

Please tick one or more of the following

- Are the proposed work consistent with the relevant planning controls?
- Will the proposed works improve access and inclusion?
- Can the proposed works be completed within the allocated time frame of three (3) months from the date of financial assistance approval?

## 8 Checklist

- I have read and understood the Nowra CBD Access Improvement program guidelines
- I have signed the application form
- If you are not the owner, you have obtained the owner's consent to lodge this application
- I have provided a photo or sketch of the proposed works
- I have provided a breakdown of cost estimates of labour and materials.

## 9 Applicant's Declaration

I understand and will comply with the following terms and conditions of the Nowra CBD Access Improvement Program.

Print your name: .....

Signature of Applicant: .....

Date: .....

**Note:** Council will advise the applicant in writing if the financial assistance application is successful or unsuccessful.

## Terms & Conditions

In making an application for financial assistance under the Nowra CBD Access Improvement Program, you agree to comply with the following terms and conditions.

1. Applicants are to lodge complete application forms with the required information.
2. Where required, Development Approvals are to be obtained prior to lodging an application for financial assistance.
3. To claim funds from Council, the applicant must provide tax invoices to the agreed materials value of, 50% cost of labour and materials to a maximum of \$3,000 (excl. GST).
4. The application form, forms part of an agreement with Council (if approved) of what financial assistance for imbursement will be provided.
5. Works must commence after the applicant has signed the agreement with Council and completed by the end of the Financial Year.