

## FINANCIAL ASSISTANCE Application Form

### SECTION 1: APPLICANT'S DETAILS – all applicants complete this section

The name of Your Project	Hartley Moveable History Museum Interpretation
Name of the Organisation or person seeking financial assistance.	Hartley Historic Site Advisory Committee
Address	"Farmers Inn" Old Great Western Highway, Hartley Historic Site, HARTLEY NSW 2790
Postal Address	As Above
Name and position of the contact person	Margaret Combs – Hon. Secretary Hartley Advisory Committee
Telephone and Email Address	Telephone: _____ (bh) same
	Fax: n/a
	Mobile: _____
	Email: _____
What legal status does your organisation have? (e.g. Incorporated Association etc)	Advisory Committee appointed by Minister for Environment
Australian Business Number (ABN) *	30 841 387 271
Australian Company Number (if applicable)	
General Description of your Organisation	Advisory Committee acting as customer advocate to Hartley Historic Site with representatives from throughout the district
Is your insurance, including a minimum of \$20m for public liability insurance, current? Please state policy numbers. (Council may request a copy of certificates of currency.)	Please list policies, insurer and policy number.  NSW Government Treasury Managed Fund - Certificate of Currency forwarded with last year's application.
What is the time frame of your project?	Start Date: immediately if application successful
	End Date: approximately 6 months after start date.

- If you don't have an ABN, please attach a copy of the Australian Taxation Office form "Statement by a supplier". Applicants with an ABN DO NOT need to complete the Statement by a Supplier form.

**AMOUNT OF FINANCIAL ASSISTANCE REQUESTED:**

**\$12,000.00**

**Must agree with amount stated in this application's budget in section 3) (amount EXCLUSIVE of GST)**

## **SECTION 2: APPLICATION / PROJECT DETAILS – all applicants to complete.**

**Briefly describe your request/project. If required, attach additional details.**

The Moveable History Museum will highlight the history of Hartley by expanding on existing but limited displays on site to allow increased use of buildings for self-guided tours, by increasing the amount of historic objects and archival material on display, and by telling more stories about the site and the region. The concept of moveable enables the "moveable museum" to be moved around when buildings are being used for other events i.e.:

- By being moveable as in interchangeable so that the museum can be innovative and conceptualise the topic being highlighted e.g. the history of law and order in early Hartley; history of the people of Hartley; history of roads throughout the area, etc.

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- Display the extensive collection of objects and photos in our collection to the general community and to tourists.

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- In line with changes in the Education curriculum, museum displays can be tailored to meet the aims of the visiting schools in line with the current curriculum and updated according to guidelines within the education system.

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- The displays will also increase the self-guided visitation options for both community members and for visitors.

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- As a way in which to attract more visitors, to enrich visitor expectations and engagement with the site when visiting the Hartley Historic Site and to keep the moveable museum items fresh, innovative and interesting with changing displays, not dated and stale information.

**Is your project new? Select one      YES**

If you answered no, please provide some information that illustrates the new part of an existing project that you are seeking funding for.

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**What are the aims of the request/project?**

1. Highlight the existing and extensive collection of objects and photos and other information and themes currently not viewed by the public.

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2. Increase visitor experience, enjoyment and options through use of fit for purpose show cases and other museum display items.

3. Ensure that our Museum is innovative and new whilst not impacting negatively on the heritage values of the buildings and site.
4. Enrich the current school children experience by opening them up to the extensive collection of objects and photos reflecting time through the ages of early colonial settlement.

**How will your request/project assist members of the Community?**

The project will allow members of the broader community to look at their history and in fact the early history of the area in a totally new and invigorating way by enriching them with a choice of/or selection of new and innovative displays which will change over time to reflect the many objects and photos that are available to us.

With the numerous television shows at the present time asking people to rediscover their roots there has been a greater interest in looking at our past and our heritage items. This project will stimulate the community by looking at what their forefathers and early settlers were doing. The site and region also attract many descendants of early settlers and convicts, seeking information about the people that lived in this area.

**What outcomes and benefits will your project have for the community?**

1. Raise the profile of both the Village and the wider Lithgow community by increased visitor numbers and participation.
2. Ensure that visitors have an innovative and rewarding experience as they wander through the buildings with a new stimulating moveable history display that will change over time to reflect the items available.
3. Increase the present education curriculum for schoolchildren by giving them a wider understanding of our history.
4. The moveable museum will also enhance the present visitor experience from Penrith to Bathurst which will have a more positive impact on tourism development for the Greater Lithgow area.

**Demonstrate how your project promotes community development and participation by connecting people, increased opportunity and building community capacity.**

Through increased visitor experience and growing numbers of both the community and tourism the benefits for the Lithgow area will ensure a wider understanding of our colonial past, the importance of the initial development of Hartley following the

crossing of the Blue Mountains thus leading to the development of the town of Lithgow.

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By bringing the community together to see the new Moveable History Museum there is a gathering of people/families to appreciate the natural benefits of the Hartley Valley through the views, the various walks and the relaxation in a pleasant and convivial manner.

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**What community consultation has confirmed the need for this program?**

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Considerable discussion at various events at Hartley with visitors and the general community concerning the many objects and photos that they would like to see and that at the present time are not available to the general public due to constraints which this project will lift.

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**List the organisations actively involved in the project / program.**

<b>ORGANISATION</b>	<b>CONTACT PERSON</b>	<b>Contact telephone number</b>
National Parks and Wildlife	David Ward	
Hartley Reserve Land Managers	Lynda Lovegrove	
Hartley Vale Mt. Blaxland Reserve Trust	Krystina Campbell	



***TIP***

*You can submit supporting documentation with your application to show how other organisations support your project.*

**SECTION 3 : BUDGET – IMPORTANT – all applicants must complete this section.**

You should include estimates of the cash and in-kind contributions you are making to the project and any other income you are applying for/expecting to receive from other grant sources. You may submit your budget as a separate attachment if you prefer.

<b>Proposed Income: (includes in kind)</b>	<b>Amount</b>
Present Buildings will be utilised for the Moveable History Museum: cost of further fit out and repairs to increase access:	<b>\$1000</b>
Present staff will be utilised for the management and organisation of the displays and for additional research, content development and other curatorial tasks	<b>\$ 2500</b>
Ample parking for visitors is available	
<b>Proposed Expenses:</b>	<b>Amount</b>
<p>The organisation of at least 6 tailor made showcases to be initially utilised for this display. These displays are approximately between \$1000 and \$2500 each depending on amount ordered and sizes and are to be ordered in different sizes depending on objects displayed and the locations chosen. The breakdown of costs is estimated at: Upright glass display cabinet: \$1500; tower display cabinet: \$1200 x 2; wall display cabinet: \$2500; mushroom display cabinet: \$1200; pedestal display case: \$1000 x 2; labels: \$500; specialist content development input, research, curatorial services (in addition to NPWS in kind contribution): \$2,100</p> <p>Note: While the full project expenses are estimated at \$12,000 it is possible to complete a scaled down version of the project as a fall back option if the full amount is not available. The fall back option can be less the full suite of display cases at between \$6000 - \$8000 if the full amount of funding is not available.</p> <p><i>(if funds are limited, we should be happy to lower the amount and order a smaller number of displays at the present time)</i></p>	<b>\$ 12,000 total (fall-back option possible of a reduced amount below \$12,000)</b>
<b>TOTAL COST OF PROJECT</b>	<b>\$15,500</b>
<b>TOTAL COST OF FUNDING SOUGHT</b>	<b>\$12,000</b>

If you are purchasing equipment or are planning a capital improvement to an asset, 2 quotations for the goods/ services need to be attached to your application.

*Please see details of items to be purchased using the following museum supplier website for details of items to be purchased according to industry standard prices for the items identified above under "proposed expenses":*

<https://www.showfront.com.au/museums/>

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#### **SECTION 4: IMPLEMENTATION SCHEDULE**

Detail your plan for project development, implementation and project management.

<b>KEY MILESTONE</b>	<b>TIME FRAME</b>
Order of showcases	July, 2019
Draft design for layout of showcases in various buildings	August, 2019
Organise objects and photos to be displayed in order of type	September, 2019
Receive showcases and commence implementation of displays	October/November, 2019
Finalise Moveable History Museum and open to general public in time for annual Christmas festivities	December, 2019

**SECTION 5: DECLARATION – ALL applicants to complete this section.**

On behalf of: Hartley Historic Site Advisory Committee  
(name of the organisation, if applicable)

I declare that the information provided above is complete and correct.

Signed:

Print Name: Margaret Combs

Position in organisation: Hon. Secretary

Address:

PO Box 171 LITHGOW NSW 2790

Contact telephone numbers:

Email address:

Date: 15.5.2019



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