



*He Reo Mo Ngā Taonga Tuku Iho*

*Heritage Voices*

# Historic Places Aotearoa Incorporated

## Blue Plaque Funding Policy

Supporting Member Organisations in Celebrating Heritage through  
Blue Plaques

### 1. Purpose

Historic Places Aotearoa Incorporated (HPA) is committed to recognising and celebrating New Zealand's built heritage. This policy outlines the funding framework for HPA Member Organisations seeking financial support to install Blue Plaques on buildings of historic significance. The policy aims to encourage the commemoration of heritage places and to foster collaboration between building owners and HPA Member Organisations.

### 2. Funding Availability

HPA will allocate up to \$50,000 per calendar year to support the installation of Blue Plaques by eligible Member Organisations. Funding rounds will be held three times per year with the aim of placing bulk orders to enable the plaques to be purchased at a competitive price.

### 3. Eligibility Criteria

- The applicant must be an HPA Member Organisation.
- Applications must be for the installation of Blue Plaques on buildings or sites located in New Zealand.
- Each Member Organisation may submit applications up to three times per year, for 1 or more plaques.

### 4. Assessment Criteria

Applications will be assessed according to the following criteria:

1. Significance of the building or sites: Priority will be given to buildings in the first instance and all locations will be then based on:
  - Historic, cultural, architectural, technological, scientific, or social significance at the local, regional, or national level.
  - Strong connection to important events, people, or movements in New Zealand's history.
  - Integrity and authenticity of heritage features.

2. Level of Funds Contributed: Consideration will be given to the financial contribution made by the building owner and/or the Member Organisation. Preference may be given to projects demonstrating:
  - Substantial co-funding or matching contributions.
  - Efforts to secure additional funding from local authorities, trusts, or community groups.

## 5. Application Process

1. Funding Rounds:

HPA will open three funding rounds per year as outlined following: -

Round	Closing Date	Applicants notified
1	28 Feb	31 March
2	30 June	31 July
3	31 Oct	30 Nov

2. Submission Requirements:

An application form is obtainable from [www.blueplaques.nz](http://www.blueplaques.nz) Applications must include:

- Details of the proposed building, including its significance and heritage value.
- Evidence of land/building owner consent.
- Project budget, including confirmed and potential funding sources.
- Amount requested from HPA.

3. Review and Decision:

Applications will be assessed by the HPA Funding Committee. Decisions will be based on the criteria above and the availability of funds per round of approximately \$15,000.

4. Successful Applicants:

Must provide the following to the Funding Committee

- Wording to a maximum of 250 characters, including punctuation & spaces - typically 25-35 words (40 word maximum).
- Due to the limitation on the quantity of text, the wording must be concise, pertinent and focus on only two or three of the **most significant historical facts**, which may include (in order of priority):
  - The most significant historical feature of the building (e.g. if the building is associated with a particular significant person or event)
  - Date originally built
  - Original use/purpose for which it was constructed
  - Architect/Designer or Builder (if significant)
  - Most significant architectural feature (e.g. distinctive form, typology, design or construction technique)
  - Later building uses or associations (only if historically significant)
  - Text may be in any language, or dual language

5. Published website information will include:

- Name of Building
- Location
- Year Built
- Heritage Listing
- Date Plaque unveiled

- Current Owners and Contact Details (if approved by owners)
- Plaque Sponsor (if applicable)
- Brief Historical Information
- Restoration and Current Owner Story
- Heritage NZ Inventory Link
- District Council Heritage Link
- At least one quality photo of the building
- Any other images deemed appropriate

## 6. Funding Conditions

- Maximum total funding available per year is \$50,000. Individual grant amounts will be determined based on project scope, significance, and co-funding.
- Funds provided by HPA must be used solely for the manufacture and installation of Blue Plaques. HPA will place the order for the plaques once the MO funding contribution has been received.
- The plaques (s) will be couriered directly to the MO after manufacture.
- Recipients must provide a completion report, evidence of installation and other documentation required for the website entry within six months of receiving the plaque from the manufacturer.

*Note - HPA reserves the right to not accept subsequent applications from Member Organisations that have not meet this condition.*

- HPA will load the location and information about the building and Blue Plaque onto the Blue Plaque website. [www.blueplaques.nz](http://www.blueplaques.nz)
- HPA reserves the right to publicise supported projects in newsletters and in other media.

## 7. Review and Amendments

This policy will be reviewed annually to ensure its effectiveness and alignment with HPA's strategic goals.