PART A – WHY APPLY?

1. Grants offer the opportunity for your organisation to bring in new funding that does not need to be paid back.
2. Grant funds will allow you to expand the work that you do.
3. The process of applying for a grant involves collecting data on and reviewing areas of need, reviewing resources, establishing goals, and then creating a responsive project plans and budgets. This is likely to be beneficial for your organisation. This process often leads to changes, new or improved programs, and a stronger organisation growth even when grant isn't awarded.
4. Applying for a grant provides a great reason to reach out to other organisations and initiatives in your area with similar goals or that are serving similar populations. Applying for a grant – whether awarded or not – is a fabulous opportunity to develop valuable partnerships that will increase the capacities of all of the involved organisations.
5. Receiving a grant can be prestigious and give an organisation instant credibility and public exposure
6. Winning a grant can make it easier to raise money from other government and private sources.
7. Why not? [There are reasons why you shouldn't apply for a grant, but we will discuss this later]

PART B – THE GRANT PROCESS

STEP 1 - IS YOUR ORGANISATION READY TO TAKE ON A GRANT?

What are your current commitments – a yearly planner
Prepare a yearly planner for your society for the current year and the next year. Include on the planner your regular meetings and activities across the year including events, publications, and committee meetings. Add in the special events, theme weeks and public holidays where your society might need to be involved, e.g. Australia Day, History Week, NAIDOC Week, Heritage Week, RAHS annual conference, local community foundation day or special anniversaries.

What are your current resources?
People: Work through what members of your organisation are doing during the year. Look at their involvement in the continuing activities of your organisation. This will help identify people with time and skills to be involved in a grant project. You may also want to seek out additional volunteers to help with this specific project.

Finances: Do a budget for the year and identify your organisations priorities and needs. Do you have the funds to do your regular activities and an additional project? The RAHS has a policy of funding all projects through donations and grants as the rest of its money is required to keep business as usual activities running or to put into the building fund. You will need to have a high level policy on project funding for your own organisation.

STEP 2 – DECIDING ON CONTENT AND PRIORITIES OF YOUR GRANTS PROJECT LIST

Compile a list of projects in order of priority that you may want to fund through a grant

Things to Consider	Notes
Project aligns with your organisation's strategy	Your strategy might be to grow your membership (grant funding for website), manage your collections (grant funding for policy documents), promote the heritage of your area (grant funding for publication or exhibition)
People are passionate about the project	Projects always take more effort than you initially think, and there will always be bumps on the road. So passion and enthusiasm are the qualities that get projects over the line.
Does it have an audience/potential audience	Some projects are really important – like fixing a lift, or updating a conservation plan but don't have an obvious audience. However these types of projects still need to be written about and promoted in a way that encourages people (including grant bodies) to support them.
How much effort will it take? (resources)	Some projects require little effort e.g. getting funding to digitise a collection, However a new website, publication or exhibition will take a lot of volunteer time.
What is the timeframe?	This is important for the project plan and also to see if you are eligible for a grant. For example in 2018 the RAHS received applications for projects due to end in September 2018 even though the funding wouldn't be available until October 2018. This is called 'retrospective funding' and no grant bodies fund past expenditure.
What will success look like?	This is important to consider as 'project benefits' – is a core question in every grant application. Applying for grant funding is a competitive process and – providing you haven't made an obvious mistake that knocks you out of the running – describing the project benefits in an engaging way will make you stand out from the competition.

STEP 3 – SEARCHING FOR GRANTS

Identify the grant programmes suitable for you. The RAHS eNewsletter contains information on grants sent to RAHS staff and RAHS Councillors. Other options

- Subscribe to enewsletters of government agencies that are currently providing funding (Create NSW)
- Subscribe to not-for-profit enewsletters that advertise grants (Pro-bono Australia)
- Keep on the radar and in contact with your local council
- See where other organisations similar to yourself have got funding (look at their website, annual reports)
- ClubGRANTS funding is available to community groups, charities and sporting teams across NSW. Approximately 500 clubs voluntarily allocate funds to the ClubGRANTS scheme
  https://www.clubgrants.com.au/about/for-applicants/find-your-local-grant-round

Useful links
GrantsLink http://www.grantslink.gov.au/
Community Builders NSW http://www.communitybuilders.nsw.gov.au/
Philanthropy Australia http://www.philanthropy.org.au/
Grants Search http://www.grantsearch.com/

STEP 4 – DECIDING TO APPLY

Guidelines and Criteria
Read carefully the grant guidelines as well as the application form. If you are unsure if you meet the criteria then call the grants administrator for confirmation. It is sometimes a grant requirement that you ring the grants administrator to discuss your project before you can apply. Personally I always call to have a brief discussion of the project. Sometimes you glean some useful insights.

Check who should be making this application and who has to sign off on it (e.g. President, Company Secretary). Always note the following:
- Closing date
- Maximum amount that can be applied for
- What the money can be spent on – often you cannot spend money on capital items (e.g. equipment, computers, etc.)
- Completion date of the project
- Reporting obligations – quarterly, six monthly, etc.
- Contractual obligations – use of logos, proper acknowledgements, etc.

Suitable Project
Meet with your committee/team to agree on a suitable project
- Discuss whether you need funding at all
- Financial viability of the project
- Make sure the project fits in with your strategy/goals
- Make sure you have the people needed to complete the project in the time allowed

Do some homework
What projects have been funded by this program? Is there an assessors report from previous years, which gives an overview of why applications were rejected? This will ensure that you don't make the same mistakes.

STEP 5 – PUTTING IT TOGETHER

The Funding Centre, an Australian not-for-profit, has a really useful article online about writing grants and also a useful quiz to see if you are grant ready. I have included this in the Appendix.
https://www.fundingcentre.com.au/help/writing-grant:

Application Filling

- Complete ALL sections of the application form
- Always remember that your application may be one of hundreds, so an engaging project name and description will help
- Pay particular attention to the sections when you are asked why your project is important. It will be read and assessed by people who may know nothing about your group or your project so send in additional material that supports your application. Useful additional material includes information on successful past projects, sample chapters, letters of support from people who can help deliver the project or can explain why there is an audience for this project.

Project Plans – Some things to consider

Project Scope: Project scope is the part of project planning that involves determining and documenting a list of specific project goals, deliverables, tasks, costs and deadlines. During the project, this documentation helps the project team remain focused and on task.

- Project Scope contains the major things you are planning on delivering
- Its set boundaries – it should also be achievable so sometimes worth stating what is in and out
- If the scope changes then make sure that the Project Board, key stakeholders (in particular the grant body) approves this. You may risk losing grant funding if there is a significant change to the scope

Project Governance: Definition – Governance is the framework on how the project will be managed and delivered. Effective governance ensures that the project meets its objectives, is delivered efficiently while ensuring major stakeholders are provided with reliable, relevant and timely information. The amount of governance depends on the size and complexity of project but it can encompass the following elements:

Project Board	The Project Board is a decision-making authority that delegates day-to-day management of the project to the Project Manager. Management of the project is by 'exception'. The Project Manager provides regular reports to the Board and seeks their support/advice if there any issues.
Project Manager	Day-to-day running of project including all reporting requirements.
Communication to stakeholders/stat us reports	It is always good to define who you need to report to and when before the start of a project. Different stakeholders will have different reporting requirements e.g. weekly reports to Project Board, 6 month interim report to grant administrator
Project Scope Change	Sometimes the objectives and deliverables of a project change after the project has commenced, e.g. one of the stakeholders decides that an eBook is better than a printed publication. It is good to have a policy in place to manage these type of changes, e.g. Project Board, Project Manager and Grant Body approval required before this change is implemented. Stakeholders may acquire additional insight into a problem during the course of the project.

Project Stages
It may be worth breaking your project into different stages:
- Each stage has resources, timeframes, a budget and key deliverables
- You can request funding for a particular stage. However indicate upfront if the project can go ahead if you get partial funding
- The first stage should be setting up the governance framework and preparing detailed plans
- The last stage should always be a project review so you capture information on what worked well and any lessons you would like to incorporate into other projects. You can have an "official" lessons learnt that you could submit with your grant acquittal. Other lessons may be useful to keep on file with your organisation but don't need to be shared with the wider community
- It may be a good idea to incorporate a quality control component into some of your stage deliverables e.g. for digitisation, state that all materials scanned by outside vendor will be reviewed and checked to ensure scanning is error free
- See if you can get sample of stages from someone who has successfully completed a similar project to the one that you are planning

Project Budgets
- Budgeting by each stage is best – it facilitates reporting and it can be an early indicator if you are starting to go over budget
- State all your key budget assumptions, e.g. volunteer hourly rates, cost, etc.
- Grant forms often specify how to group total project costs:
    - Volunteer time (check if you have to use specific hourly rate)
    - Employee time (often not funded by grant)
    - Consultants
    - Capital Expenditure – which is on asset e.g. hardware
- Always be clear on how much you are asking for and for what stage
- Never use "misc" items
- Always include quotes from vendors – sometimes two quotes are required
- Be realistic
- Be across ongoing costs or time once project is complete (e.g. yearly maintenance/upgrades)

Other questions you may be asked:
- Please provide information that supports your application. Good samples include evidence that you have delivered other projects successfully, letters of support (relevant to success of project and not just from people who think you are lovely), and experience of Project team.
- What are the project risks and how will you manage them? Having good project plans and governance in place will avoid the risk of project going off track and not delivering with timeframe and budget.
- What will success look like to you? Set some key performance indicators that will measure success e.g. providing local library and community groups with a pictorial history of the town, number of book sales, number of visits to exhibition/website, community engagement (comments in social and traditional media outlets

STEP 6 – SUBMITTING GRANTS
- Try and submit before the deadline
- Make sure that you get an acknowledgement that the submission was successful – and ring if you don't hear within twenty-four hours
- Make sure you keep copies of your application and all the supporting documents

STEP 7 – MANAGING THE RESULT
If you are unsuccessful then get feedback – this will help with future applications. Sometimes the grant assessors will provide you with lots of details on how to improve the application and invite you to reapply the following year.

If you are successful then celebrate but don't ignore Step 8.

STEP 8 – READ THE CONTRACT
Review all grant contract documentation and ensure that you are across deadlines and reporting requirements.

- Confirm how and when you will be paid
- Ensure that you have a process in place to record expenditure and receipts
- Check all the clauses – in particular insurance and copyright related clauses. If you don't understand what a clause means then ask. If you disagree with a clause then see if you can get it changed.
- Remember that all successful applicants need to acknowledge the grant. This is usually part of the contract. Failure to do so could put the funding or future funding at risk
- It is worth contacting the grants administrator about opportunities to promote your project via the grant body's media channels
- Capturing details on audiences (number of people who bought books, attended launch, viewed website) and incorporating this into a final report. This information can also be used as evidence of ability to

deliver a successful project. The RAHS has also been asked by government bodies to give information on audiences for the outputs of its grant program.

STEP 9 – DELIVERY

- Follow your budget and your plan
- If you run into problems then contact grant body immediately – you should be able to negotiate 'variance'
- Keep track of all your expenditure items, volunteer time spent on project and project publicity – this is all crucial information for your acquittal/project reporting
- Record any issues and how you dealt with them – this is a common acquittal reporting question

DON'T FORGET THE LOGOS
AND DON'T MAKE THESE MISTAKES

- A boring project title and boring brief summary – grants are competitive and assessing them is a long process, so you need to catch the assessors' eye. Also the project title usually appears in the grant body's magazine/social media page so keep that in mind too.
- Breakdown in communication in your organisation – people not knowing about the application and that they will need to work on it.
- No quotes to back up the money that you are requesting – an email from a friend isn't enough
- Not proofreading or checking that the numbers add up in your application – the assessors start to worry about your ability to deliver project if there are errors in the form.
- Not costing or acknowledging the time spent by volunteers on the project
- Not thinking of the audience for the project
- Too much supporting documentation that doesn't add to your case of why you should get funding (photographs of your project team having tea aren't helpful)
- Inviting the wrong person to launch project: e.g. always invite the Minister of the government agency providing the funding. If in doubt ask the grant administrator.
- If there are potential delays, not contacting the grant administrator until after the due date.
- Being mean to the 'grant lady' or taking up too much of her time.

AND PLEASE FEEL FREE TO CONTACT ME IF YOU HAVE ANY QUESTIONS

WRITING A GRANT APPLICATION

Source: The Funding Centre Website - https://www.fundingcentre.com.au/help/writing-grant. Viewed on 19/2/2019

THE TAKEAWAY: There are questions that you'll be asked pretty much every time you write a grant application. Get good at answering those questions and you'll get more successful at grantseeking.

You have to follow whatever application process the funding provider has laid down. Have a good look before you start and make sure you know what's required. The following provides a brief description of the sorts of information most grantmakers ask for, but be aware that the questions may be different or differently expressed for each and every one.

A brief description of the organisation

Here, the grantmaker wants your organisation to establish its credibility and qualifications for funding, and get a feel for how your programs have been developed to meet identified needs. They may ask you to include short, relevant descriptions of the qualifications and experience that your organisation (and its key staff) have in the area for which program funds are being sought. You should prepare a short version (around 25-50 words) of your organisation description and a longer version (100-200 words) to store as part of your Grantseeker's Template.

The case for support

It's vital to establish a specific problem or issue in a geographically (or interest-based – e.g. youth homelessness, rural depression, community building) identifiable area.

The proposed project/program

This is where you show that you've developed a clearly defined, creative, achievable and measurable strategy to address the issue/s previously described. Be as concrete as possible.

Include:

- The objectives: Clearly defined aims and objectives.
- The methodology: How the objectives are to be achieved.
- Evaluation: How the success of the program will be measured.

The budget

The program budget can vary from a simple one-page statement of income and expenses to a more complex set of budget papers including explanatory notes. Be honest, open and realistic. Many grantmakers allow not-for-profit organisations to claim the value of volunteer labour and other no-cost input as part of their contribution to the project, most often described as an "in-kind contribution".

Your in-kind contribution might include volunteer labour, administrative support, rent-free accommodation or donations/discounts of materials, or equipment. These contributions should be given a dollar value and included in your budget as part of your contribution to the project.

In some cases, the monetary figure attached to your in-kind contribution of voluntary labour will be a standard rate regardless of the type of volunteer input (e.g. $20 per hour).

Other grantmakers will allow you to estimate the approximate value of that input. For example, input from a professional such as a carpenter or an accountant might be valued at much more than $20 an hour.

It's important that you read the guidelines to make sure that the value you claim is within the grantmaker's guidelines – if it isn't in the guidelines it's worth a call to make sure. If you are allowed to stipulate your own value, do it carefully and fairly (the grantmaker will easily be able to sniff out a bogus or inflated claim).

While the in-kind contribution will be acknowledged by the grantmaker, it is important that you understand that it is not "paid" to you. It is simply counted as part of your contribution to the project. Normally you will only be able to "claim" a maximum of 25-30% of any project's total cost in-kind. When you write your final report or acquit your grant, you will need to demonstrate that the amount of time and effort that you budgeted for in-kind has actually been contributed. A great way to show this is through a volunteer log, recording who provided the volunteer time, the type of work they did and when. It's always helpful to provide some photos too.

OUR TIP: When you write your final report or acquit your grant, you will need to demonstrate that the amount of time and effort that you budgeted for in-kind has actually been contributed. A great way to show this is through a volunteer log, recording who provided the volunteer time, the type of work they did, when and for how long. It can be helpful to provide some photos too.

Proofreading

The most important part of any application is READING THE GUIDELINES, following them to the letter, and ensuring that you do actually meet the criteria for the grant – some grantmakers receive up to 30% of applications that do not meet the eligibility criteria. Follow the application format that the grantmaker asks for, answer the questions that they ask and demonstrate how you are meeting their criteria.

At the end, have someone who hasn't been involved in the application process check it over to see that it meets the guidelines, nothing's been left out, and there are no typos. Ask them to provide feedback on whether they think you've made a compelling case for funding.

Get someone with an eagle eye to check the numbers in your budget.

Aim to get it in before the due date – the vast majority of applications arrive in the two days closest to the closing date. That leaves nothing up your sleeve for last-minute delays, either at your end (when the person who was going to send you that last essential quote gets rushed to hospital) or theirs (when an overloaded online application repeatedly crashes).

ARE YOU READY TO APPLY FOR A GRANT?

Check your readiness by taking the quiz below.

Can you answer these questions?
Who are you?
- Yes – proceed to next question

- No – do some more thinking

What do you want to do?

- Yes – proceed to next question
- No – do some more thinking

Why do you want to do it?

- Yes – proceed to next question
- No – do some more thinking

What do you expect to achieve?

- Yes – proceed to next question
- No – do some more thinking

How much will it cost?

- Yes – proceed to next question
- No – do some more thinking

How much do you want from whom?

- Yes – proceed to next question
- No – do some more thinking

How much (and what) will you contribute yourself?

- Yes – proceed to next question
- No – do some more thinking

How long will it take and when will you need to start?

- Yes – APPLY
- No – do some more thinking

2018 Transport Heritage Grant recipients announced

29 Oct 2018: Source: https://www.transportheritagensw.com.au/news

Recipients of the 2018 Transport Heritage Grants were announced during an award ceremony at the Museum of Sydney on Saturday 27 October. Andrew Moritz, CEO, THNSW, and Rob Mason, Chair, THNSW, awarded more than $180,000 to 11 not-for-profit organisations in 12 local government areas and 10 NSW electorates. Each grant will help fund conservation, restoration or education projects in the heritage transport .sector. Congratulations to the following organisations:

Category 1: Restoration, Reconstruction or Preservation of a Heritage Transport Item

- Glenreagh Mountain Railway = $12,672: Refurbishment of the exterior of the relocated Moorland Station.
- Goulburn Crookwell Heritage Railway = $4,194: Replacement of radial sleepers for seller turntable.
- The Omnibus Preservation Group = $5,280: Atlantean 1016 suspension overhaul.
- The Rail Motor Society = $17,251: Railmotor CPH1 body repairs.
- Richmond Vale Preservation Co-op = $16,961: Restoration of fire damaged wooden coal hoppers.
- Shoalhaven Historical Society = $9,922: Digitisation and conservation of the presentation album of Edward Pritchard.
- Sydney Tramway Museum = $17,094: Restoration of heritage Railway Square waiting shed.
- Zig Zag Railway = $14,961: Restoration and return to service of Clyburn water tank.

Category 2: Education, Publication or Interpretation of an Event, Item/s or Person/s That Will Promote Heritage Transport

- Zig Zag Railway = $14,839: The great Zig Zag Railway educational commentary system.
- Cooma Monaro Railway = $42,950: Travel For Pleasure interpretation project.
- Lachlan Valley Railway Society Co-op = $5,664: Telling The Story - better interpreting the Cowra Rail Heritage Centre.

Category 3: Study, Consultation, Report or Review That Will Assist in Managing a Heritage Transport Place or Item:

- · Zig Zag Railway = $13,492: Conservation management plan.
- Byron Bay Historical Society = $8,800: Byron Bay rail precinct heritage study.

2018 Conference in Port Macquarie, NSW

The 2018 conference, *Surveying the Past, Mapping the Present*, saw delegates from 32 historical societies, as well as independent historians, travel to Port Macquarie to learn how to survey the past of their own community.

Delegates were able to attend a variety of sessions that ranged from Port Macquarie's history, the usefulness of business records, colonial surveyors and the legacies of WWI. Jenna Bain, the Digital Media Leader at the State Library of NSW presented a workshop on *Amplify* – the Library's platform for the delivery and transcriptions of its oral history collections, while RAHS Councillor Dr Peter Hobbins provided advice on how to mark the centenary of the 'Spanish flu'. Those who attended tours either visited Port Macquarie's Second Burying Ground or went on a guided bus tour with local Tony Dawson to uncover the area's historic sites. A bus breakdown worked in favour of those on the bus tour as they were able to stop and visit the charming nineteenth-century Roto House.

The RAHS would like to thank everyone who contributed to the success of this year's Conference, especially Minister for the Arts, the Hon. Don Harwin MLC for presenting the 2018 Cultural Grant Awards, and Dr Mathew Trinca for delivering the inspiring Lesley Muir Address. We would also like to thank the RAHS Affiliated Societies Committee, Port Macquarie Historical Society, as well as all the speakers and delegates. A special thanks to all those who supported the conference raffle, the proceeds will go towards expenses relating to the NBN rollout at History House.

The 2019 Conference will be held in Tamworth on Saturday 14 – Sunday 15 September at the West Tamworth League Club. The RAHS Affiliated Societies Committee are currently working with Tamworth Historical Society on the program.

We encourage you to save the day and also to book your accommodation early.

2018 Create NSW Cultural Grant Recipients

Adelong Alive Museum – $1,400 for the Adelong Walking Map flyer

Albury and District Historical Society – $4,805 for the project *Digitising Border Morning Mail, Albury 1943*

Armidale and District Historical Society – $500 for the publication of Journal 61

Berry and District Historical Society – $946 for the project *Grave Misconceptions: Setting the record straight*

Berry and District Historical Society – $946 for the publication *Up In The Hills: Farming in Upper Brogers Creek*

Blue Mountains Association of Cultural Heritage Organisations – $980 for the Blue Mountains History Journal Issue 9

Campbelltown and Airds Historical Society – $507 for *Grist Mills Volume 32 – 2019. Numbers 1,2 and 3.*

Colo Shire Family History Group – $2,463 for the publication *St Stephens Church Kurrajong Parish Registers Volume 4*

Convict Trail Project – $407 for *The Pick of the Great North Road Volume 11*

Cowra Family History Group – $3,525 for the publication of *Transcribed registers from St Johns Anglican Church, Cowra*

Dharug and Lower Hawkesbury Historical Society – $1,546 for the *Biography of Thomas Sharpe* by Barbara Appleton

Gymea Community Aid and Information Service – $3,900 for the project *Indian Sub Continent Oral Histories of the Sutherland Shire*

Lynne Allen (RAHS Affiliated Societies Committee) and Dr Mathew Trinca (Director of the National Museum of Australia)

Jindera Pioneer Museum and Historical Society – $2,640 for the publication *Jindera Pioneer Museum- A book debut*

Landcare NSW – $3,500 for the publication *Long way in a decade – History of Landcare NSW*

The Orange and District Historical Society ¬– $4,750 for the publication *Father and Sons: The Daltons of Orange*

Port Macquarie Historical Society – $3,500 for the project *Historic Port Macquarie Walking Tour brochure*

Richmond River Historical Society – $3,540 for the publication *A stroll around the block: Exploring Lismore's CBD heritage*

Royal NSW Bowling Association Ltd – $2,597 for the John Young book restoration

Shoalhaven Historical Society – $990 for the publication *Saddlers of the Nowra District*

Wagga Wagga and District Historical Society – $3,313 for the *Migration of Dr Keith Swan's audio collection*

The Woodford Academy – $3,245 for the project *Ettie's Diary*

2018 Heritage Grant Recipients

Dr Jess Jennings – $4,000 for the archive collection for researching the NSW Grain Milling Industry project

Pamela Harrison – $4,000 for the publication *Female Staff in Maitland Gaol 1848-1900*

Royal NSW Bowling Association – $5,000 for *the Bowls NSW Magazine Archive Digitisation project*

The Sydney Children's Hospital Network – $2,000 for the *Digitisation of Annual reports 1880-1975 project*

Tea Gardens and Hawks Nest Family Research Group – $5,000 for the *NOTA Newspaper Digitisation project*

The Trustee for Newtown School of the Arts – $3,500 for the *Newtown School of the Arts Heritage Research Foundation project*

Patrick Wilson – $3,500 for the publication *Out of Sight, out of mind: The forgotten heritage of Shantytowns in NSW 1890-1955*

2018 Certificates of Achievement

Carolyn Dougherty – Berrima District Historical & Family History Society

For her dedication and contribution to the Society since 1999, including her role as Assistant Librarian (2000) and Librarian since 2011. During this time, Carolyn has managed the library, overseen the growth of the collection and has retained the most comprehensive collection of local material in the Wingecarribee Shire. Carolyn has served on the Management Committee at various times and continues to make a valuable and worthwhile contribution.

Philip Morton – Berrima District Historical & Family History Society

For his considerable contribution to the Society since 2008, including his time as Secretary and as the current Publicity Officer. In this role, Philip has written popular weekly articles for the press which has enhanced the public face of the Society in the local community. Philip's computer and writing skills, original ideas and readiness to participate have substantially contributed to the Society's progress. He works tirelessly for the good and welfare of the Society, generously offering to help and volunteering for projects.

Dianne Nolan – Macleay River Historical Society & Kempsey Museum

For her work as Research Manager, which Dianne has carried out efficiently and diligently. Since 2014, Dianne has lifted the profile of historical research at the museum and has continued to refine and improve the research processes that now help all volunteer researchers in answering research queries. Her ability to retain useful knowledge and her skilful approaches toward the investigation of ideas, questions and puzzles relative to cultural heritage, locally and more widely, are much appreciated.

Pamela Stewart – Marrickville Heritage Society

For her commitment and outstanding service since she first joined in 1989. During her time with the Society, Pamela has served as Secretary, Vice President, Membership Secretary and a Committee Member and has always been valued for her practical suggestions and assistance provided at various events and meetings. She is a quiet achiever and has been the backbone to the Marrickville Heritage Society.

Robin Knight – Port of Yamba Historical Society

For his invaluable contribution in assisting with the preservation and sharing of local history with the community and visitors. Since joining in 2010, Robin has volunteered at the Yamba Museum on a regular basis and has significantly improved the management of and access to, the collection. Some of his achievements include: establishing a collection of 800 survey plans and 1250 land titles and collating early photographs to create a popular new publication, *Memories of Yamba.*