

Grant Conditions	
1	Grants are available to: Local Governments, State Government departments (including the Department of Transport, hereafter referred to as "DoT"), and Statutory Authorities where they are directly responsible for the delivery and operation of recreational boating facilities. Interested persons or bodies must liaise with one of these authorities to prepare an application. Grants are also available to volunteer marine rescue organisations for boating facility infrastructure which is licensed to an eligible authority and is available to the recreational boating public.
2	Grants will only be available for the planning or construction of new public recreational boating facilities or for the upgrade of existing public recreational boating facilities, and for those projects which meet the criteria outlined in these Guidelines.
3	The total amount of each grant for projects in the Perth Metropolitan area cannot exceed \$750,000 excluding GST. The total amount of each grant for projects in regional Western Australia cannot exceed \$2,250,000 excluding GST.
4	Eligible authorities may apply for funding for large projects in stages, submitting an application each round for each stage, however a successful application for any stage does not guarantee other stages will be funded in future rounds. Applications for staged projects must be supported by an overall concept plan showing proposed future stages. Each stage must complete a component of the overall project. Staged projects have an annual grant limit of \$750,000 in the Perth Metropolitan area and \$2, 250,000 in regional Western Australia.
5	Funding for approved projects is available at 75% of the estimated total cost of the project, up to the maximum specified in Guideline 3. The grant amount paid will be reduced on a pro-rata basis for any component of the project specified in the application but not delivered.
6	Grants are typically paid in arrears. For projects with an estimated total cost of less than \$120,000, grant payments will be made following receipt of all information requested and a project completion certificate given by a suitably qualified and experienced engineer. For works projects with an estimated total cost of \$120,000 or more, the applicant may request 50% of the grant to be paid following approval of the detailed engineering plans by DoT and signing of the construction contract. The remaining 50% will be paid following receipt of all information requested and a project completion certificate given by a suitably qualified and experienced engineer. For planning projects with an estimated total cost of \$120,000 or more, the applicant may request 50% of the grant to be paid following approval of the scope by DoT, and demonstration of significant progress.
7	Funds from other sources, including State Government departments, may be included as part of an applicant's funding contribution.
8	Applicants are responsible for addressing the necessary statutory approvals, which include jetty licences, and planning and environmental approvals.
9	The applicant will own the new assets created through the RBFS and will be responsible for all ongoing maintenance. DoT will own and maintain navigation aids.
10	The successful applicant must clearly demonstrate that any charges proposed for the facility will be used specifically and exclusively for maintenance of the facility.
11	The applicant, as owner of the project, is responsible for insurance, both during and after construction.
12	Should the applicant sell any asset funded by the RBFS, it will be required to refund 75% of the written down asset value.
13	Proposed new facilities or improvements to existing facilities shall comply with the appropriate Australian Standards, including maritime structures (AS 4997), marinas (AS 3962) and universal access design (AS 1428).
14	For works projects, the applicant must install, in a prominent place on or near the works, a plaque or honour board acknowledging the RBFS grant, and if it is a regional project, also acknowledging Royalties for Regions. A template will be provided but final artwork must be approved before production. For planning projects, the applicant must acknowledge the RBFS grant, and if it is a regional project, also acknowledge Royalties for Regions in the documents resulting from the project.

15	Provision of the funding is conditional on the applicant entering into a funding agreement which sets out the terms and conditions of the grant.
16	DoT will, where possible, provide technical advice throughout the design and development of the project when asked to by the applicant.
17	The applicant must provide a financial statement upon completion of the project, which includes the actual cost of each component, as set out in their application.
18	The grant will remain valid for 24 months from the date of advice of approval to the applicant. The project should be completed and payment claimed within this time. Failure to gain approval from DoT to extend this period before it has elapsed may result in termination of the funding agreement.
19	Applicants are encouraged to prepare designs that address universal access criteria.
20	In-kind contributions, in terms of materials, labour or machinery use, need to be quantified. Applicants must provide details of the value of any in-kind work claimed.
21	Applicants' administration costs will not be recognised in cost calculations unless directly attributable to the project.
22	The applicant is to fund any cost overruns. Significant increases in costs due to factors beyond the applicant's control may be considered for funding upon lodgement of a variation request, if financial capacity exists within the Scheme at the time. Requests for 10% or less of the grant amount may be considered by the New Coastal Assets Manager. Requests for more than 10% may be considered by the RBFS Panel.
23	In recommending projects, the Minister may offer funding for certain elements of a project or offer a percentage of the funding requested.
24	Details of grants, projects and recipients may be published and/or used for marketing purposes by DoT and Department of Regional Development & Lands.
25	Non performance on any previous RBFS project may result in the applicant not being considered for future grants.
26	Applicants must obtain approval of their detailed engineering plans from DoT's New Coastal Assets branch <b>before</b> works commence. Failure to do so may result in termination of the funding agreement.
27	Applications for a latter stage of a large project will not be granted if the previous stage/s has not commenced, unless prior approval has been gained from the RBFS Panel.
<b>Project eligibility criteria</b>	
28	Funding is available for planning and/or feasibility studies. A successful application for a planning grant does not guarantee that the works project itself will be funded in future rounds.
29	<p>Funding is available for the development of publicly available recreational boating facilities, being either new facilities or the upgrading of existing facilities. Eligible projects include:</p> <ul style="list-style-type: none"> <li>• Maritime facilities such as boat launching ramps, boat holding jetties, navigation aids, channels and breakwaters directly related to a boating facility, moorings (including day buoys) and maritime lighting;</li> <li>• Land-based facilities located at a boating facility, such as trailer parking, lighting, toilets, waste facilities, fish cleaning tables and signage regarding marine safety; and</li> <li>• Other worthwhile projects that meet the RBFS guidelines.</li> </ul> <p>Land-based facilities will only be funded when the associated maritime infrastructure is maintained at an appropriate standard. Grants for land-based facilities may be calculated pro rata on the percentage of use by recreational boaters.</p>
30	Works ineligible for funding include general maintenance and maintenance dredging.
31	<p>Applications are evaluated according to the benefits they provide to the recreational boating public, therefore funding is not available for the following types of projects:</p> <ul style="list-style-type: none"> <li>• Private facilities or facilities associated with private clubs;</li> <li>• Facilities which are not used primarily by recreational boat users, such as fishing platforms;</li> <li>• Maritime facilities which are substantially commercial rather than recreational; and</li> </ul>

	<ul style="list-style-type: none"> <li>• Ablution blocks serving non-boating facilities, such as recreational parks.</li> </ul>
32	Demolition of existing facilities may be funded if in association with provision of new or upgraded facilities.
33	<p>Applications for combined recreational and commercial facilities will be considered when:</p> <ul style="list-style-type: none"> <li>• Recreational use is greater than 25% of total use;</li> <li>• An eligible recipient lodges application;</li> <li>• An eligible recipient owns the proposed or existing asset; and</li> <li>• All other grant conditions are met.</li> </ul> <p>Grants for combined recreational and commercial facilities may be calculated pro rata on the percentage use by recreational boaters.</p>
34	Funding cannot be provided retrospectively. To be eligible for a works grant, applicants must <b>not</b> have commenced construction at the time of advice of approval. "Commenced" is not intended to include preliminary design work, cost estimations or community consultation.
<b>Application process</b>	
35	There is usually one funding round each financial year. Applications for infrastructure projects are submitted as Works applications. Applications for projects which produce a conceptual set of engineering drawings, the results of community consultation, a pre-tender brief, detailed cost estimates, environmental impact assessment, a level of demand report or environmental approvals and so on are submitted as Planning grant applications.
36	The application process is aligned with the financial year and the Local Government budgetary process. The RBFS annual schedule will be published at the time the Minister announces the new grant round.
37	Applications supported by detailed concepts, plans and/or reports will be highly regarded.
<b>Project assessment</b>	
38	Regional applications are reviewed by the local Regional Assessment Panel. DoT's Regional Services Manager in each region convenes the Regional Assessment Panel, selecting members according to their expertise and local knowledge. Applications are ranked in priority order for the region.
39	<p>The Central Assessment Panel (also known as the RBFS Panel) reviews all applications, with advice from the Regional Assessment Panels. The Central Assessment Panel should be independent and include representation from at least:</p> <ul style="list-style-type: none"> <li>• Department of Transport, Coastal Infrastructure Business Unit (two representatives);</li> <li>• Department of Regional Development and Lands (one representative);</li> <li>• Fire and Emergency Services Authority (one representative);</li> <li>• Swan River Trust (one representative);</li> <li>• Western Australian Local Government Association (one representative); and</li> </ul> <p>Each member has an equal vote.</p>
40	Members of the Central Assessment Panel, including those from DoT, must declare any vested interests and abstain from voting on such projects. The meetings must have a quorum of 6, one of which shall be the Chair.
41	When funding is constrained, the priority order for grant funding from highest to lowest is: maritime facilities, essential land-based facilities, followed by desirable land-based facilities.
42	Applications are assessed according to the benefits they provide to recreational boat users. Projects are prioritised where available RBFS funding is limited or the funding round is over-subscribed. The amount of funding requested in relation to the total amount of RBFS funds available may be an important consideration in this assessment, hence applicants should consider staging large projects in components.