



Department of
Transport

Round 28, 2023/24

Recreational Boating Facilities Scheme

Information for Applicants



Applications close 2pm Friday, 1 September 2023

About the RBFS

The Recreational Boating Facilities Scheme (RBFS) is a State Government grants program administered by the Department of Transport (DoT) and is funded directly from recreational boat registration fees. The RBFS provides grants to eligible authorities for the planning and construction of public boating infrastructure benefiting WA's recreational boating community.

Since its commencement, the RBFS has approved funding to 464 projects over 27 grant rounds totalling approximately \$49.4 million. In the previous round, eight projects were successful in securing an allocated \$1.5 million in grant funding.

The RBFS aims to:

- Provide project funding to improve recreational boating access to navigable waters.
- Enhance the safety of recreational boating infrastructure.
- Ensure that the environmental impact of recreational boating facilities is minimal.
- Provide a catalyst for new and improved recreational boating infrastructure.
- Ensure consultation with recreational boating organisations.

Please read the information contained in this brochure carefully if you wish to apply.

Who can apply?

RBFS grants are available to Local and State Government departments and other statutory authorities directly responsible for the delivery and operation of recreational boating facilities.

Marina owners, developers, managers and operators of private boating facilities or those associated with private clubs are not eligible.

Volunteer marine rescue organisations, community groups and interested persons or bodies seeking funding must liaise with an eligible authority to prepare and submit the application (the facility must be licensed to the eligible authority and available to the recreational boating public).

Eligible authorities are encouraged to consult with their local community to develop ideas for RBFS grant proposals.

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Front cover and this page:
Onslow Community Boating
Precinct boat ramp and jetty

Funding

Funding of \$1.5 million is available with successful Applicants notified in December 2023. Grant funds can be accessed from 1 July 2024 with projects to be completed no later than 24 April 2025. Failure to do so may result in the termination of the grant agreement.

The minimum grant is \$15,000 (GST exclusive) for a Works Application and \$10,000 (GST exclusive) for a Planning Application and the maximum grant limit is \$750,000 (GST exclusive).

Funding is available for up to 75 per cent of the total cost for all projects. The remainder of the project cost is funded by the applicant, but can include:

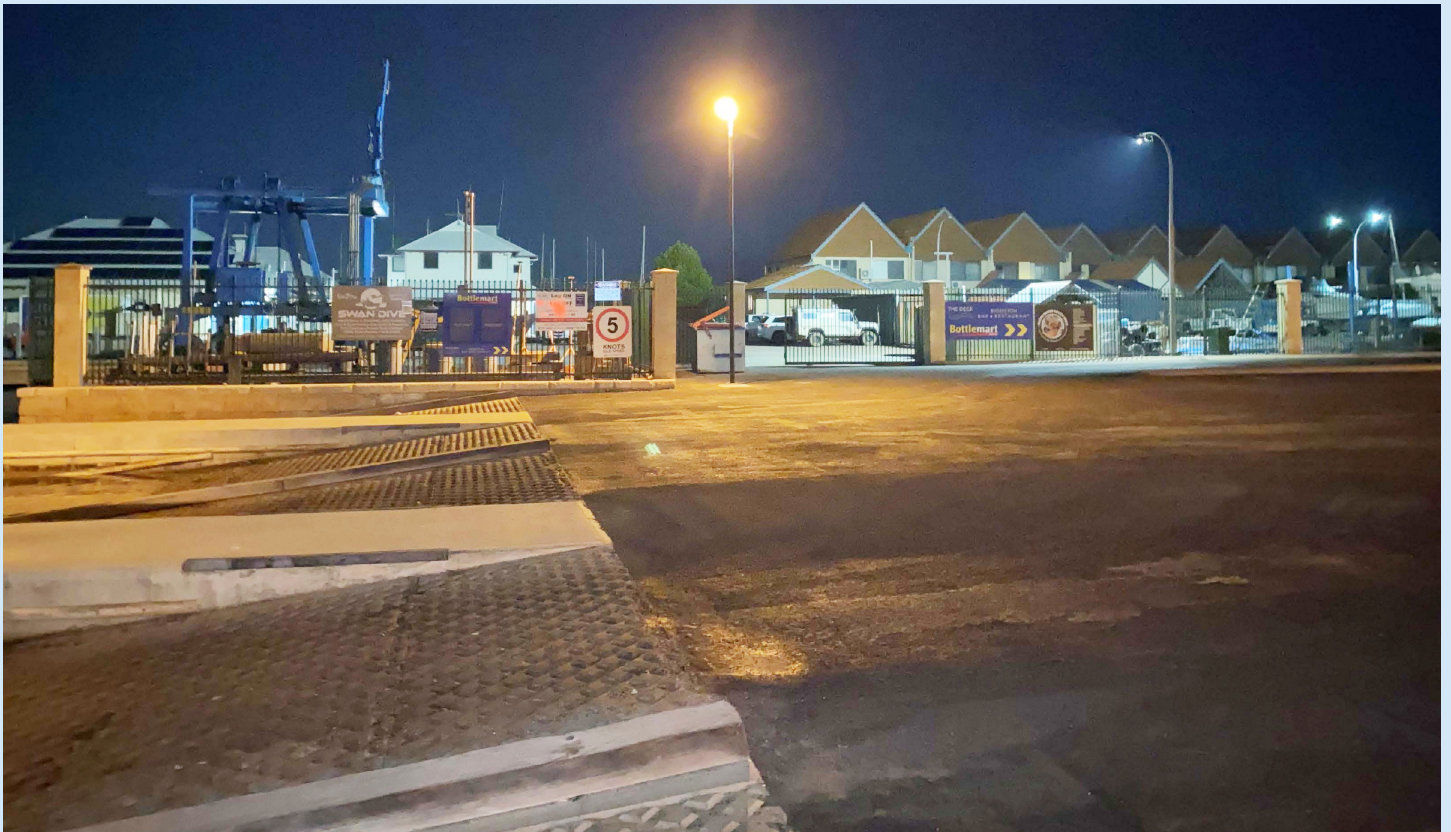
- Funding from other sources, including government agencies, sponsorships and donations.
- In-kind contributions such as materials, labour and use of machinery.

Note: Internal administration and project management costs (staff salaries) are not considered labour and should not be included as part of the applicants funding contribution.

Round 25 - Port Geographe Boating Facility - Solar Lighting

City of Busselton

The City of Busselton received a grant of \$21,200 for the installation of five solar lights at the Port Geographe Boating Facility.



Project eligibility

Applications are evaluated according to the benefits they provide to recreational boat users. Eligible projects include the construction of, or planning for:

- Maritime facilities such as boat launching ramps, finger jetties, moorings, breakwaters, navigation aids and new channels directly related to a public recreational boating facility etc.
- Land-based infrastructure located at a public recreational boating facility, such as parking bays for boat trailers, toilets, fish cleaning tables and relevant signage regarding marine safety, fishing and other boating information etc.

Ineligible projects

Applications for the following types of projects will **not** be assessed:

- General maintenance and maintenance dredging.
- Private facilities or those associated with private clubs.
- Facilities which are not used primarily by recreational boat users, such as fishing platforms or toilets serving recreational parks.
- Maritime facilities which are substantially commercial rather than recreational.
- Facilities which are not available for use by the recreational boating public e.g. private boating clubs
- Projects which have already commenced/completed.
- Multiple applications for the same project e.g. two different jetty upgrade options for the same project.

Important to note:

- Applicants are encouraged to undertake planning for engineering drawings and cost estimates before applying for a Works grant for a major project.
- A successful Planning application does not guarantee that the construction project itself will be funded in future rounds.
- Land-based facilities will only be funded if the associated maritime infrastructure is maintained at an appropriate standard and has a current Jetty Licence (or an equivalent licence with a Port Authority).
- Applications for combined recreational and commercial facilities may be considered if recreational use is greater than 25 per cent of total use and an eligible authority owns the asset. Any grant approved will be calculated pro rata on percentage use of recreational boat users.
- Demolition of existing boating facilities may be funded if associated with the provision of new or upgraded facilities.

See the RBFS User Guidelines at the end of this brochure for more information.

Grant timeline

June
2023

Applications open
Round 28



1
September
2023

Applications
close



October
2023

Committee Meeting -
assessment and
recommendations



November
2023

Recommendations sent to
the Minister for Transport



December
2023

Applicants notified
of outcome



January
2024

Funding agreements
are sent to successful
applicants



April
2025

Projects completed
and grants acquitted



Preparing your application

Applications close 2pm Friday, 1 September 2023

STEP 1

Visit the RBFS website to find out about the application process.
www.transport.wa.gov.au/imate/imate-process.asp

STEP 2

Contact the RBFS Officer if you have any queries relating to your projects eligibility for funding:
Email: rbfs@transport.wa.gov.au

STEP 3

Determine which category is relevant for your proposal:

• **1. Planning Applications** - projects which produce a set of engineering design drawings, strategic boating plans, detailed cost estimates, level of demand reports, construction approvals etc. or a combination of the above.

DoT has developed guidelines for the design of boat launching facilities in WA, below the 25th parallel. It is recommended you refer to DoT's drawings and design guidelines to assist you with your design considerations; they are available at www.transport.wa.gov.au/imate/imate-process.asp

Tidal and cyclonic conditions for areas north of this require additional design considerations, and designers of facilities for these areas are encouraged to liaise with DoT to obtain more details.

• **2. Works Applications** - projects for the construction of public recreational boating facilities and infrastructure. It is recommended you have detailed engineering drawings and cost estimates; if you do not already have these, consider applying for a Planning grant.

STEP 4

Download the relevant application form at www.transport.wa.gov.au/imate/imate-process.asp and other necessary documents.

• **1. Planning** - there is only one form to complete. Download and complete it electronically.

• **2. Works** - read the instructions to help complete the application successfully. There are two parts, download both and complete electronically:

- Works projects grant application form
- Works project grant application *Table 6.1*.

It is highly recommended that you start any application as soon as possible as you may need to obtain quotes or approvals etc.

STEP 5

Email your application with the necessary attachments to rbfs@transport.wa.gov.au by the closing time and date – **only applications in electronic format will be accepted.** Note the size limit for emails is 15MB and may need to be sent over a few emails and ensure each email is sequentially marked.

Works applicants are encouraged to submit engineering drawings or concept plans as well as relevant photos:

- The site, including close ups and aerial photos with the location clearly marked.
- Examples of similar infrastructure to your proposal.
- Existing infrastructure with the proposed upgrade clearly marked.

Applications or attachments received after the closing date will not be accepted.

Round 25 - Wharf Cove, South Yunderup Stage 1 - Jetty Development Shire of Murray

The Shire of Murray was granted \$332,598 for the Stage 1 construction of four small boating jetties and associated promenade, gangway and access ramp at Wharf Cove, South Yunderup.



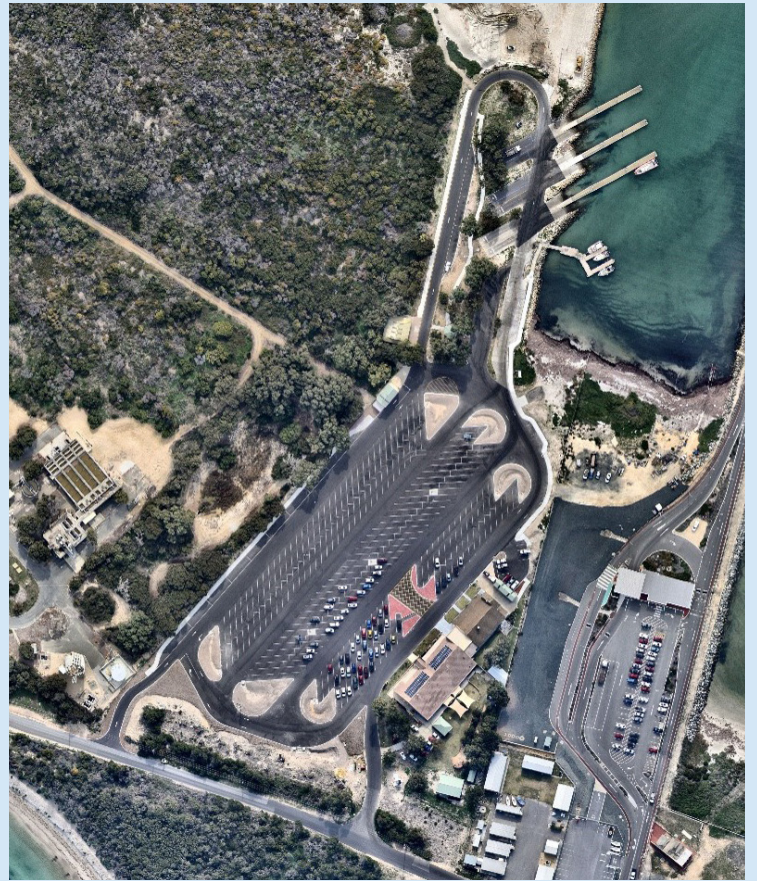
Round 25 – Point Peron Boat Ramp and Car Park Upgrade - Stage 2

City of Rockingham

The City of Rockingham was successful in its application for a grant of \$400,000 for Stage 2 works which involved reconfiguring and extending the trailer parking area to increase the capacity of the facility.



Before



After

Round 25 - Fishery Beach Boat Ramp and Jetty Construction

Shire of Jerramungup

The Shire of Jerramungup received a grant of \$750,000 towards the construction of a new central finger jetty and two precast concrete boat ramp lanes at the Fishery Beach Marina - Bremer Bay.



Round 25 – Onslow Community Boating Pecinct Boat Ramp and Jetty

Shire of Ashburton

A grant of \$750,000 was allocated to the Shire of Ashburton towards the construction of a two lane boat ramp and central floating jetty as part of Stage 1 of the Onslow Community Boating Precinct.



RBFS User Guidelines June 2023

RBFS 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. Grants are also available to volunteer marine rescue organisations, community groups and interested persons or bodies on the proviso an eligible authority prepare and submit the application, the facility is licensed to the 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, for the upgrade of existing public recreational boating facilities, and for those projects which meet the criteria outlined in these Guidelines.
3	The maximum funding available is 75% of the total project cost. The minimum grant is \$15,000 (GST exclusive) for a Works Application and \$10,000 (GST exclusive for a Planning Application and the maximum grant limit is \$750,000 (GST exclusive).
4	The grant amount paid will be reduced on a pro-rata basis for any component of the project specified in the application not delivered.
5	Eligible authorities may apply for funding for large projects in stages. 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.
6	Grants are typically paid at the completion of the project subject to all components of the grant acquittal checklist being met. Up to 50% of the Grant may be paid prior to commencement of the project, if the Grantee can demonstrate suitable justification.
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 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 use of the facility will be utilised 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/remove any asset funded by the RBFS, they will be required to refund 75% of the written down asset value.
13	Should the applicant change the usage of the boating facility from recreational to commercial (shared usage) they will be required to refund a percentage (up to 100%) of the RBFS grant.
14	Proposed new facilities or improvements to existing facilities shall comply with the appropriate Australian Standards, including maritime structures (AS 4997-2005), marinas (AS 3962-2020) and universal access design (AS 1428-2021).
15	For works projects, the applicant must install, in a prominent place on or near the works, signage acknowledging the RBFS. For planning projects, the applicant must acknowledge the RBFS grant in the documents resulting from the project.
16	Provision of the funding is conditional on the applicant entering into a funding agreement which sets out the terms and conditions of the grant.
17	The grant will remain valid for 18 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.
18	Applicants are encouraged to prepare designs that address universal access criteria.
19	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. The Applicant's internal administration and project management costs (staff salaries) are not eligible as In-kind contributions.
20	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.
21	Applicants may be offered funding for a reduced scope of works or a percentage of the funding requested.
22	Details of grants, projects and recipients may be published and/or used for marketing purposes by DoT.
23	Non-performance on any previous RBFS project may result in the applicant not being considered for future grants.
24	Applications for a later stage of a large project will not be granted if the previous stage/s has not commenced.

Project Eligibility Criteria	
25	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.
26	<p>Eligible projects under Condition 2 include:</p> <ul style="list-style-type: none"> • Maritime facilities such as boat launching ramps, boat holding jetties, moorings, maritime lighting, navigation aids, new channels and breakwaters directly related to a boating facility. • Land-based facilities located at a boating facility, such as trailer parking, lighting, toilets, waste facilities, fish cleaning tables and signage regarding marine safety. • Other worthwhile projects that meet the RBFS guidelines. <p>Land-based facilities will only be funded when the associated maritime infrastructure is maintained at an appropriate standard. Grants for land-based facilities projects may be calculated pro rata on the percentage of use by recreational boaters.</p>
27	Works ineligible for funding include general maintenance and maintenance dredging.
28	<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"> • private facilities or facilities associated with private clubs; • facilities which are not used primarily by recreational boat users, such as fishing platforms; • maritime facilities which are substantially commercial rather than recreational; and • ablution blocks serving non-boating facilities, such as recreational parks.
29	Demolition of existing facilities may be funded if in association with provision of new or upgraded facilities.
30	<p>Applications for combined recreational and commercial facilities will be considered when:</p> <ul style="list-style-type: none"> • recreational use is greater than 25% of total use; • an eligible recipient lodges application; • an eligible recipient owns the proposed or existing asset; and • all other grant conditions are met. <p>Grants for combined recreational and commercial facilities may be calculated pro rata on the percentage use by recreational boaters.</p>
31	Funding cannot be provided retrospectively. To be eligible for a works grant, applicants must not have commenced construction at the time of advice of approval. "Commenced" is not intended to include preliminary design work, cost estimations or community consultation.
Project Assessment	
32	<p>The RBFS Assessment Panel reviews all applications, with advice from the Regional Assessment Panels. The RBFS Panel should be independent and include representation from at least:</p> <ul style="list-style-type: none"> • Boating WA (one representative). • Department of Biodiversity, Conservation and Attractions (Parks and Estuaries Division) (one representative). • Department of Fire and Emergency Services (one representative). • Department of Transport, Coastal Infrastructure Business Unit (two representatives). • Jet Sport West Boating Association (one representatives). • Recfishwest (one representatives). • Western Australian Local Government Association (one representative). <p>Each member has an equal vote.</p>
33	Members of the RBFS Panel, including those from DoT, must declare any vested interests and abstain from voting on such projects. The meetings must have a quorum of six, one of which shall be the Chair.
34	<p>When funding is constrained, the priority order for grant funding from highest to lowest is:</p> <ul style="list-style-type: none"> • Maritime facilities. • Essential land-based facilities. • Desirable land-based facilities.
35	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.

CONTACT

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Website: www.transport.wa.gov.au/rbfs

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