



Coastal Adaptation and Protection (CAP) Grants

Frequently Asked Questions

1. What is a “coastal hazard”?

A coastal hazard is the combined consequence of coastal processes that affect the environment and safety of people. Potential coastal hazards include erosion, accretion, and inundation. Coastal processes are waves, currents, and tides that work to shape the boundaries between land and sea.

2. What is coastal adaptation?

Coastal adaptation is the process used to reduce harm and risk associated with coastal change; it also includes realising any possible benefits from coastal change. Adaptation can be seen as developing a solution for a problem once it has already started. This is different to mitigation, which aims to prevent future problems from occurring. Specifically, adaptation means anticipating, planning for, and adjusting to potential future changes in the coastline. The definition of successful adaptation depends on perspective. A coastal community that is facing permanent loss of properties or land is likely to see things differently to communities who are not immediately at risk but understand the future risk and have developed adaptive strategies. The Coastal Hazard Risk Management and Adaptation Planning (CHRMAP) process should be used to identify suitable adaptation options and plan for implementation of suitable options.

3. Why is CHRMAP important?

The Department of Transport (DoT) relies on the CHRMAP process outlined by the Department of Planning Heritage and Lands. Please see Part 4 of the State Planning Policy 2.6 Guidelines (<https://www.dplh.wa.gov.au/spp2-6-coastal-planning>).

4. How much money is available for this round of CAP grants?

\$900,000 is available for allocation in this round.

5. Is there a ceiling on the amount we can receive?

There is a project application minimum of \$15,000 ex GST and project application maximum of \$400,000 ex GST. Up to 50 per cent of the total project cost is available for all project types; the remainder of the project cost is to be funded by the applicant.

6. How much money should we apply for?

The funding you apply for depends on your project; you can visit the DoT CAP grants webpage (<https://www.transport.wa.gov.au/imagery/coastal-adaptation-and-protection-cap-grants.asp>) to review grants that have been successful in previous rounds and get an estimate of the possible cost of your project. Please keep in mind the maximum (\$400,000) and minimum (\$15,000) values allowed for each application. If you are not certain all aspects of your project are directly eligible,

you could reduce the scope of your application or propose your organisation funds a greater portion than required.

7. My project cost is below the grant minimum - what do I do?

Please email the DoT Coastal Engineering and Management team to discuss your project in this case at coastalmanagement@transport.wa.gov.au.

8. How do we apply?

An application form must be completed for all grant applications, available from the DoT CAP grants webpage (<https://www.transport.wa.gov.au/imagery/coastal-adaptation-and-protection-cap-grants.asp>). An example application form is provided on the CAP website to assist you. Accompanying documentation can be submitted with the application form if necessary.

9. What information should be included in my project scope?

A project scope outlines what you want the project to achieve and how you will achieve the desired outcome. It includes information such as who, what, where, when, why, how much it will cost, existing or potential issues (environmental, social, cultural, heritage etc.), and required approvals. The application form has been designed to at least partially address these areas, so once completed it will contain a notional project scope. However, the application form does not comprise a formal scope a formal scope should be created at the beginning of any successful project.

10. Can I include my organisation project management costs in the total project cost?

Internal project management costs cannot be included in the total. General administrative costs such as phone, postage, or administration salaries cannot be included. Additionally, overhead costs such as leave, superannuation, and workers compensation cannot be included.

11. If my organisation has its own equipment or materials can this be considered an in-kind contribution towards the 50 per cent my organisation is required to contribute?

Yes, in-kind contributions can be considered. An example would be if a Shire documents use of their own plant at a standard market rate such as front-end loaders and trucks, to represent their “funding” contribution to a project. Similarly, a local government may undertake several aspects of a monitoring program themselves such as beach profiles using in-house surveyors, then request funds for other aspects be undertaken by external parties (e.g., collection of wave data or aerial photography). Please remember only direct labour costs can be included. In-kind contributions do not include project management costs, administration costs, overhead costs, or machinery depreciation as per FAQ #10.

12. When is the deadline to apply for funding?

The 2024/2025 applications close at 12pm on Wednesday 17 April 2024.

13. What if I miss the deadline?

For consideration of funding you must submit an application by this deadline. Notwithstanding, you may be able to provide an addendum to your application afterwards, provided due notification is given and subsequently approved by DoT.

14. What are the funding selection criteria?

These are outlined in the Information for Applicants under the heading Selection Criteria.

15. Who will evaluate the applications?

Please refer to Guideline #22 in the Information for Applicants.

16. How long does the application process take?

Successful applicants will be announced early in the 2024-25 financial year and will subsequently be required to sign a Funding Agreement before grant funding can be approved.

17. Will I get the grant amount I ask for?

If your project is approved, you may only receive a percentage of the funding you requested or be offered funding for certain components only. This depends on the number of applications and funds available.

18. Am I required to obtain a financial statement that is signed off by an independent auditor, or can the financial statement be one produced by my organisation?

No, the financial statement does not need to be independent. An internally produced statement summarising all relevant information is acceptable, pending review and approval by DoT.

19. When asked to provide evidence of land vesting/authorisation to undertake the project what evidence is required?

Typically, a copy of a management order, vesting, or land title is suitable to demonstrate your organisation's right and obligation for management. If the land is not officially yours to manage, you must identify whose it is and have their written permission and support for the project.

20. What if we are unable to finish our project in time to acquit the grant in May?

DoT requires a letter from your CEO or similar if you realise your project is behind schedule; making a request for extension, explaining the reasons for the delay, and providing evidence and/or commitments the project will be completed as per the grant funding agreement. Not doing so can result in a reduced grant and your applications may become less competitive in future grants.

21. What if my project is already underway, or is part of a stage project?

Funding is generally not available for projects that have commenced or have been completed. However, funding is available for a discrete stage of a wider or multi-year project. The project stage must otherwise comprise a normally eligible project and cannot be already underway. For example, eligible staged projects may include a single year of a three-year monitoring contract. In this case, the applicant must commit to providing a contract itemised by year that identifies and details the project year/stage to be funded. Any project stage must be completed by May 2025.

22. If my application is unsuccessful, can I reapply in a future round?

You may reapply for a grant in future rounds. In such an instance, you are encouraged to seek feedback on why you were unsuccessful and use this feedback for your future application.

23. Is funding available for emergency/temporary coastal works?

There is no allocated funding for emergency/temporary works. The Department recommends temporary works only when the value of the public assets is greater than the cost of the works. Local coastal managers are responsible for initiating and managing temporary works. The Department may provide technical advice and assistance when and where resources permit.

24. Will applications for trial options be considered?

Trial options that can be demonstrated as very likely to effectively manage hazards with high value-for-money may be eligible. DoT encourages any coastal managers considering trial options with or without CAP grant funding to read Chapter Ten of the Engineers Australia National Committee on Coastal and Ocean Engineering report "Climate Change Adaptation Guidelines in Coastal Management and Planning" (2012).

25. Our coast contains a mixture of private and public assets, how do we determine an appropriate allocation of public funding for CAP?

A Benefit Distribution Analysis (BDA) helps to identify coastal adaptation beneficiaries and informs fair cost allocation for the purposes of funding coastal projects. A BDA uses a beneficiary pays principle to justify that those who benefit from adaptation actions should contribute financially to adaptation costs (<https://www.wa.gov.au/system/files/2023-10/module-3-fact-sheets.pdf>). For example, private land holders on the coast who benefit from costly protection works should contribute a portion of those costs either directly by funding part of the project, or indirectly e.g. a special coastal services charge through their LGA. Paying standard land rates is not considered a sufficient contribution for the purposes of beneficiaries' contribution to coastal adaptation. A BDA is recommended as part of any CHRMAP process, and the lack of a BDA attached to an application with both private and public beneficiaries will reduce the competitiveness of a CAP application. CAP does not fund the creation of a BDA; funding is instead available from the Coastal Management Plan Assistance Program (CMPAP) (<https://www.wa.gov.au/government/document-collections/coastwa-grants>).

26. Why are grants for new coastal protection works not encouraged as a first step?

CAP Grants do not exclude the possibility of traditional coastal protection structures. However, under the State Planning Policy 2.6, protection is at the bottom of the response hierarchy. It is expected that the managed retreat and accommodate options in the hierarchy will be used more frequently in the future. This approach will limit the implementation of adaptation options where the context of the situation is not well understood. For this reason, Managers are steered away from options that would limit future flexibility in management and where long-term protection is not likely to be financially or environmentally sustainable for the local community. However, in the short to medium term, CAP Grants can support some interim protection of existing public assets in immediate hazard zones to give councils time to develop adaptive coastal land use strategies.

27. Can we apply for revegetation of coastal dunes?

CAP grants are available for maintaining buffers to coastal hazards as an adaptation measure. If proposed vegetation works form part of a wider adaptation project helping to maintain an erosion buffer, and can be demonstrated as a value-for-money method of stabilising coastal foredunes, then the application will be considered for CAP funding. If the full project is not primarily for adapting to coastal hazards, you may still be able to apply for a Coastwest grant from CoastWA (<https://www.wa.gov.au/government/document-collections/about-coastwa>).

28. My organisation requires dredging of canals for boat access, can we apply for funding?

Dredging for vessel access purposes is excluded from the scope of CAP grants.

29. Can we apply for funding for boating facility works?

Works related to creation and/or maintenance of boating facilities are excluded from the scope of CAP grants. You may be eligible to apply for DoT's Recreational Boating Facilities Scheme (RBFS), which provides grants for the planning and construction of public recreational boating infrastructure in Western Australia. For more information, please visit the RBFS website

(<https://www.transport.wa.gov.au/imagine/recreational-boating-facilities-scheme-rbfs-grants.asp>).

30. Can universities and other research organisations apply for CAP grants?

Typically, research projects struggle to compete against applications from coastal managers with urgent/important coastal hazards. For this reason, applications from research organisations will only be considered for funding if they are a joint application with a local coastal manager.

31. I own a house on the beach; can I apply for a CAP grant?

Only coastal managers with mandated responsibility for coastal management may apply. You should discuss any coastal hazard concerns with your local government officers in the first instance.

32. If my project is ineligible or unsuccessful for CAP Grants, what other grant programs can I apply for?

You may consider applying for a CoastWA grant (<https://www.wa.gov.au/government/document-collections/coastwa-grants>) if your project is ineligible/unsuccessful for CAP, such as through CMPAP. The Western Australian Planning Commission (WAPC) provides CMPAP grants for supporting coastal land managers to implement State Planning Policy 2.6 through the development of CHRMAPs, coastal strategies, and coastal management plans for areas that are, or are predicted to become, under pressure from coastal hazards now or in the future. The WAPC's Coastwest Grants Program supports eligible land managers and community organisations to undertake projects that manage and enhance Western Australia's coastal environments through rehabilitation, restoration and preventative actions. For Non-CoastWA grants, DoT's RBFS grants (<https://www.transport.wa.gov.au/imagine/recreational-boating-facilities-scheme-rbfs-grants.asp>) provide funding for boating and boating infrastructure projects such as boat ramps. The Community Rivercare Program (<https://www.dbca.wa.gov.au/management/swan-canning-riverpark/community-rivercare-program-funding>) from the Department Biodiversity, Conservation and Attractions is for Swan and Canning foreshore projects focused on environmental, amenity and infrastructure protection outcomes. This funding does not apply beyond the Swan and Canning Riverpark.

33. What data is available from DoT for my project location?

DoT collects, and is the custodian for, tide and water level data, wave data, hydrographic surveys (bathymetry), beach profile surveys, and aerial and field photos. This information can be made available to local coastal managers. Some of the available data and charts are listed at <https://www.transport.wa.gov.au/imagine/coastal-data-and-charts.asp>. Coastline movement vegetation lines and hydrographic/bathymetric surveys data are now publicly available through <http://nationalmap.gov.au>.

34. What is a monitoring program?

A monitoring program identifies data that is available and should be collected for a specific coastal zone under risk of coastal hazards. Once you have been able to identify data available and what further data needs to be collected for your section of coast, your monitoring program should outline what data should be collected and when. The program then needs to be implemented. Scheduled reviews of both the program and the data should be carried out periodically.

35. How much does a year of wave data collection cost?

As a rough guide, wave data collection has anecdotally been said to cost in the order of \$15,000 per month to deploy and extract data from one instrument. Generally, this does not include analysis of the wave data. Costs are likely to increase depending on the number of instruments deployed, the location of the instrument(s), and any data analysis required.

36. We have an erosion problem threatening some coastal assets and we're not sure what to do next. Should we build a seawall to protect them?

Coastal protection works, such as revetments and groynes, should only be proposed when sufficient justification can be provided that the other options in the State Government's CHRMAP approach to coastal management in WA hierarchy are not sustainable. This process requires a preferential approach to adapt to coastal hazards starting with Avoid, Planned/Managed Retreat, Accommodate, and lastly Protect (<https://www.dplh.wa.gov.au/spp2-6-coastal-planning>).

Historically structures have been put in place to protect coastal assets as a first response. While they are usually termed "coastal protection" structures, they are better described as "land protection" structures as they do not address the causes of erosion and in many cases may accelerate erosion on their seaward side. World-wide knowledge of the function and impacts of protection structures indicate they can be unsustainable for long-term adaptation if not applied correctly.

37. How long must we wait before we can take actions to address coastal hazards if we can only receive funding for monitoring now?

This question highlights the urgency to develop a CHRMAP if such a plan doesn't exist. Incorrect decisions have the potential to worsen the existing coastal hazard for many decades and, at some locations, many kilometres from the site. The cost of rectifying or managing these impacts can far exceed the immediate benefits from the decision.

While a coastal monitoring program is in place, temporary management measures should be developed as soon as possible. The aim of implementing temporary measures is to buy time for a sustainable long-term management plan to be developed, as this is likely to take several years to complete. Temporary measures should be reversible or easily adaptable once more substantial adaptation options become available.

38. Our coast has unique natural assets that are impossible to put a monetary value on, how do we evaluate how much they are worth?

We understand there are sections of coast with unique natural assets, or that provide a unique service/value to communities. Therefore, it can be very difficult to assign these assets an economic value. For this reason, DoT asks you to provide information in your application showing how/why these aspects are important to your local community. It may be useful to include evidence of how the

section of coast your application pertains to is more valuable than the other sections of coast managed by your organisation (e.g., recreation, access, amenity, ecosystem services, and unique location in relation to towns/coastal nodes). For further information on what you can do to quantify the values of your coast, please refer to *Coastal Hazard Risk Management and Adaptation Planning Guidelines Appendix 5 - Non-Market Valuation Instruments for Measuring Community Values Affected by Coastal Hazards: Guidance and Application* (DPLH & WAPC, 2019) (<https://www.dplh.wa.gov.au/information-and-services/state-planning/coastal-planning-and-management/coastal-hazard-risk-management-and-adaptation-plan>).

39. What are sediment cells and why has the concept been introduced to coastal management?

Sediment cells are self-contained units where little or no sediment movement occurs across cell boundaries in general. There is a cell hierarchy that incorporates three time and space scales. Primary cells affect large landforms over time frames greater than 100 years; secondary cells affect the present movement of the shore-face and potential landform response on interdecadal time frames; tertiary cells affect the reworking and movement of sediment in the nearshore and potential seasonal to inter-annual responses.

Sediment cells have been introduced so applicants will consider their coastal hazard and the area affected by the coastal hazard for at least one of these three scales. Applicants will be required to consider the broader area in which their hazard occurs and not just the immediate vicinity of the hazard. Division of the coast into sediment cells provides management units in which to consider applying the chosen adaptation option. The sediment cells boundaries also provide an area for which you need to consider the impacts of the selected adaptation option: is your project going to cause/shift your coastal hazard (e.g. erosion) problem somewhere else? Creating a coastal hazard or shifting the coastal hazard in adjacent sediment cells is considered to be an adverse/significant impact. The use of sediment cells during the adaptation planning process should minimise this.

DoT wants to discourage projects that only consider the immediate area of coast being affected by a coastal hazard. Applicants will be required to use sediment cells where possible to define the boundaries of their project area. At this stage, the WA coast has sediment cells described for Pilbara, Northampton, Mid-West and Vlamingh regions. The scale of sediment cell to use will depend on your planning time frame.

If your Local Government Authority area doesn't fall within the area where the sediment cell studies have been completed, you will be required to consider a broad area for your project. This is important to be able to understand the coastal processes in this larger area so appropriate adaptation options can be developed for your coastal hazard. As a guide, in the case where a coastal hazard affects hundreds of meters of beach, consider the coastline several kilometres either side of the project area. If your coastal hazard affects kilometres of beach, consider five to ten kilometres of coast either side of where the coastal hazard is occurring. You must also consider appropriate landward and seaward boundaries. You can use the size of the different sediment cells developed for Pilbara, Northampton, Mid-West and Vlamingh regions to contextualise the size of your project area). If you would like further information on sediment cells, please refer to the publications available on our website under coastal erosion and stability: <https://www.transport.wa.gov.au/imate/coastal-erosion-and-stability.asp>.

40. How does the CAP framework cope with the engineering/civil project management practice of a “design and construct” project i.e., the engagement of a consultant/consortium to design AND construct an engineered structure as a single project?

For a ‘design and construction’ project we recommend you breakdown the project into identifiable stages (of design work and construction work) in the application form.