



Recreational Boating Facilities Scheme (RBFS)

Guidelines - June 2025

General Grant Conditions	
1	The RBFS is administered by the Department of Transport (DoT) on behalf of the Minister for Transport (Minister).
2	Grants are available to local governments, State Government agencies (including DoT), and statutory authorities responsible for the delivery, operation and management of public recreational boating facilities.
3	Grants are also available to volunteer marine rescue organisations, community groups, and individuals. However, they must work with an eligible authority to prepare and submit the application. The facility must be licensed to the eligible authority and accessible to the recreational boating public.
4	Grants are available for the planning or construction of new facilities and upgrade of existing facilities that benefit the recreational boating public, and for those projects which meet the criteria outlined in this guideline. Refer to the project eligibility section for more information.
5	There is one funding round offered each year.
6	The applicant must either have tenure over the land or obtain the landowner's approval to undertake the project.
7	Applicants can apply for multiple grants for different projects in either the planning or works categories.
8	Applicants can apply for funding for large projects in stages across multiple rounds. 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. Later stages may not be funded if earlier stages are incomplete.
9	A successful application for a planning grant does not guarantee that the works project itself will be funded in future rounds.
10	Applications for combined recreational and commercial use will be considered if recreational use exceeds 50 per cent. Grants for these facilities may be calculated based on the percentage of use by recreational boaters.
11	The successful applicant must clearly demonstrate that any charges or fees proposed for the use of the facility will be utilised specifically and exclusively for maintenance of the facility.
12	Details of grants amounts, project works and recipients are published on DoT's website.
13	Applicants are required to seek DoT permission prior to making any media announcements regarding their grant.
14	Non-performance on any previous RBFS project may result in the applicant not being considered for future rounds.
Funding	
15	Grant funding is capped at a maximum of \$750,000. The minimum grant is \$15,000 for a Works Project and \$10,000 for a Planning Project. All figures quoted are GST exclusive.
16	Funding for approved projects is available for up to 75 per cent of the estimated total cost of the project.
17	The remaining project cost must be funded by the applicant, which can include: <ul style="list-style-type: none">Funds from other sources including sponsorships, donations or other government grants. These funding arrangements must be disclosed in the application.In-kind contributions of materials, labour and use of machinery directly attributable to the project (details must be provided and quantifiable).The applicant's internal administration and project management costs (staff salaries) are not eligible as in-kind contributions.
18	Funding cannot be used for the purchase of motor vehicles, heavy machinery, or equipment related to the project. Additionally, it does not cover ongoing maintenance costs, depreciation, or overhead expenses such as insurance.
19	Funding cannot be provided retrospectively. To be eligible for a works grant, applicants must ensure that construction has not begun before the funding agreement is executed. Preliminary activities such as design work, cost estimation, or community consultation are permissible, if they are not included in the project's estimated costs.

20	The applicant is to fund any cost overruns. Significant increases in costs due to factors beyond the applicants control may be considered for funding upon lodgement of a variation request, and if financial capacity exists within the RBFS at that time.
21	Grants are typically paid in arrears on completion of the project and satisfying the terms of the grant. Up to 50 per cent of the grant may be paid prior to commencement of the project, if justification can be demonstrated.

Project Eligibility

22	Eligible projects include the construction of (Works Project), or planning (Planning Project) for: <ul style="list-style-type: none"> • Maritime facilities such as boat launching ramps, finger jetties, moorings, navigation aids, and new channels and breakwaters related to a public recreational boating facility. • Land-based infrastructure located at a public recreational boating facility, such as parking bays for boat trailers, toilets, and relevant signage regarding marine safety, fishing and other boating information.
23	Land-based facilities will only receive funding if the associated maritime infrastructure is maintained at an appropriate standard. Grants for these projects may be calculated on a pro rata basis, depending on the percentage of use by recreational boaters.
24	Planning Projects include tasks such as strategic boating plans, producing a set of engineering design drawings, detailed cost estimates, level of demand reports, construction approvals or a combination.
25	Applications for the following types of projects will not be assessed: <p>General maintenance: Routine upkeep tasks such as cleaning, repairing, or minor adjustments to existing facilities. Dredging activities for maintaining current depths.</p> <p>Private facilities: Projects that involve infrastructure owned or operated by private entities or exclusive clubs, benefit private interests, or do not offer unrestricted access to all recreational boaters.</p> <p>Commercial facilities: Projects primarily used for commercial activities, such as docks for commercial fishing, charter operators, shipping, or industrial purposes, or where recreational boating is secondary to commercial operations.</p> <p>Non-motorised craft: Projects that do not benefit recreational boating, such as those involving canoes, surf skis, and other craft without motors (including motors under five horsepower).</p> <p>Projects already commenced or completed: Applications for funding of projects that have already started or retroactive funding requests for completed work.</p> <p>Multiple applications for the same project: Submitting multiple proposals or applications for the same project.</p> <p>Projects for fishing and viewing platforms: Facilities that don't allow berthing of a vessel.</p>
26	Demolition of existing facilities may be funded if in association with provision of new or upgraded facilities.
27	Proposed new facilities or improvements to existing facilities are to comply with the appropriate Australian Standards, including: <ul style="list-style-type: none"> • AS4997-2005 – Guidelines for the design of maritime structures • AS3962-2020 – Guidelines for the design of marinas Guidelines can be found: Application process Applicants are encouraged, where possible, to consider designs that address universal access criteria in AS1428-2021
28	DoT will, where possible, provide technical support, guidance and advice throughout the design and development of the project.

Project Assessment

29	Applications are assessed according to the benefits they provide to recreational boat users and are evaluated based on a set of weighted assessment criteria: <ul style="list-style-type: none"> • Demonstrated Need (30 per cent) • Benefits (40 per cent) • Projects Approach (30 per cent)
30	Applications will be evaluated based on the information provided within the submission. It is essential to ensure that all specified criteria are thoroughly addressed, and that the application clearly outlines the project's objectives, scope, and expected outcomes.
31	Applications that include comprehensive concepts, plans, and/or reports will be given higher consideration.

32	Projects are prioritised when funding is limited, or the funding round is over-subscribed. The priority order for grant funding from highest to lowest is: <ul style="list-style-type: none"> • Maritime facilities • Essential land-based facilities • Desirable land-based facilities
33	The amount of funding requested in relation to the total amount of RBFS funds available may be an important consideration; applicants should consider splitting major projects into manageable stages.
34	Applicants may be offered funding for a reduced scope of works or a percentage of the funding requested.
35	The RBFS assessment panel, which includes independent representatives from government departments and interested stakeholders, will review all applications. Each member has an equal vote and must declare any vested interests and abstain from voting on such projects. Recommendations are made to the Minister for final approval.
36	The meetings must have a quorum of six, one of which shall be the chair.

Successful Grant Conditions

37	Provision of funding is conditional on the applicant entering into a legally binding funding agreement which sets out the terms and conditions of the grant.
38	Grants are valid for 16 months from approval. Projects must be completed and acquitted within this period.
39	DoT may specify additional project requirements or conditions where required.
40	The grant may only be used for the purpose set out in the funding agreement. Any requested variations to the project's scope or due date will be reviewed on a case-by-case basis and require DoT approval. Failure to gain approval from DoT to extend the due date before it has elapsed may result in termination of the funding agreement.
41	Before a project can commence, the applicant must obtain formal approval from DoT of the appropriate documentation such as detailed project scope, design report, detailed engineering designs.
42	Applicants are responsible for addressing the necessary statutory approvals prior to commencement of works. This includes jetty licence, planning, heritage and environmental where applicable.
43	The applicant is responsible for maintaining adequate and appropriate insurances during and after construction of the works.
44	The applicant must maintain up-to-date records and provide a six-monthly progress report detailing progress to date, expenditure and expected date of completion. DoT will routinely communicate with the applicant during the project and may request additional information at any time.
45	Any reports and associated documentation produced must be submitted to DoT for review prior to finalisation.

On Completion of Project

46	The grant payment will be paid in accordance with the terms and conditions of the funding agreement.
47	Upon project completion, the applicant must submit a concise summary detailing actual costs and copies of invoices. The grant will be reduced proportionally for any undelivered components or if the project is under budget.
48	Acknowledgments: <ul style="list-style-type: none"> • Planning Projects: Acknowledge the RBFS grant in project documents. • Works Projects: Install signage acknowledging the RBFS in a prominent location near the works. Final artwork must be approved by DoT before production.
49	The applicant will own new or upgraded assets created through the RBFS and will be responsible for all ongoing maintenance.
50	If any asset funded by the RBFS is sold, the applicant shall reimburse the Minister an amount in relation to the written-down value of the asset (as determined by the Valuer General) as set out in the funding agreement.
51	Should the applicant change the usage of the boating facility from recreational to commercial or increases the percentage of commercial usage beyond what is stipulated in the application, they will be required to refund a portion of the RBFS grant, up to 100 per cent.