



Government of **Western Australia**  
Department of **Transport**

Empowering a  
thriving community

# Recreational Boating Facilities Scheme

## Information for Applicants - Round 30, 2025/26



**Applications close 2pm Friday, 5 September 2025**





*Above: Walpole Town Jetty carpark upgrade, Shire of Manjimup  
Front cover: Stage 1 and 2 jetties upgrade, Wharf Cove, Shire of Murray*

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## Acknowledgment of Country

The Department of Transport acknowledges the traditional custodians of the land throughout Western Australia and pays our respects to Elders both past and present and future.

We acknowledge the members of all Aboriginal communities, their cultures and continuing connection to Country throughout the State.

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## About this Publication

The information contained in this publication is provided in good faith and believed to be accurate at time of publication.

The State shall in no way be liable for any loss sustained or incurred by anyone relying on the information.

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## Alternative formats

This publication is available in alternative formats upon request. Contact us to request a copy or submit an enquiry.

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# Introduction

The Recreational Boating Facilities Scheme (RBFS) is an annual grants program administered by the Department of Transport (DoT) in Western Australia. Funded by boat registration fees, the RBFS aims to enhance the recreational boating experience by providing financial support for the planning, construction, and upgrading of public boating infrastructure.

The scheme evaluates applications based on the benefits they provide to recreational boat users, ensuring that facilities are safe, accessible, and environmentally sustainable.

The RBFS aims to:

- **Improve Access:** Enhance access to navigable waters for recreational boaters, ensuring that facilities are conveniently located and easy to use.
- **Safety:** Elevate the safety standards of recreational boating infrastructure to protect users and reduce the risk of accidents.
- **Environmental Impact:** Minimise the environmental impact of recreational boating facilities by encouraging sustainable practices and designs.
- **Infrastructure Development:** Facilitate the development of new and improved boating infrastructure to meet the growing demands of the recreational boating community.
- **Consultation:** Engage with recreational boating organisations and stakeholders to ensure that the facilities meet the needs and expectations of the boating community.



*Onslow Community Boating Precinct boat ramp*

# Funding

A total of \$2.4 million in funding is available for this round of the RBFS. Successful applicants will be notified in December 2025, with funding agreements finalised in January 2026. Grant funds will be accessible from 1 July 2026. All projects must be completed by 30 April 2027. Please note that failure to meet this deadline may result in the termination of the grant agreement.

The minimum grant amounts are \$15,000 for a Works Application and \$10,000 for a Planning Application, with a maximum grant limit of \$750,000.

Funding is available for up to 75 per cent of the total project cost. The remaining project cost must be funded by the applicant, which can include:

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

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



## Important to note

GST: All prices/costs presented in these guidelines and in the application form must be shown exclusive of GST.

Since its commencement in 1998, the RBFS has approved funding for 478 projects over 29 rounds, totalling approximately \$54.3 million. In the most recent round, seven projects successfully secured a combined \$2.21 million in grant funding, as noted in the below table.

Applicant	Successful projects in Round 29	Grant
Shire of Derby-West Kimberley	Works project that follows the design/ planning stage (RBFS Round 28) to upgrade the Derby main recreational boat ramp (north) and the Volunteer Marine Rescue boat ramp (south).	\$750,000
City of Mandurah	Upgrade the boat ramp and replace the existing timber jetty with a floating jetty at the Birchley Road boat ramp facility.	\$678,750
Shire of Irwin	Upgrade the existing fixed timber finger jetty at the Port Denison boat ramp to a floating pontoon.	\$365,000
Shire of Coorow	Demolition of the existing Dee Street finger jetty at Leeman and construction of a new finger jetty to increase the overall width and length.	\$260,618
City of Bunbury	Planning study to complete the detailed design, including construction specifications and obtaining necessary approvals for the proposed Pelican Point boat ramp upgrade.	\$69,000
Department of Biodiversity, Conservation and Attractions	Installation of five new courtesy moorings to support vessels up to 25 metres in length within the Swan Canning Riverpark.	\$68,339
Rottneest Island Authority	Installation of five complimentary beach anchor points at Longreach Bay, Rottneest.	\$22,870
<b>Total</b>		<b>\$2,214,577</b>



# Who can apply

RBFS grants are available to Local and State Government and statutory authorities responsible for delivering and operating public recreational boating facilities.

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

Volunteer marine rescue organisations, community groups, and interested individuals must collaborate with an eligible authority to prepare and submit their application. The facility must be licensed to the eligible authority and accessible to the recreational boating public.

## Not eligible:

- **Marina owners and developers:** Individuals or companies that own or develop marinas for private or commercial use.
- **Managers and operators of private boating facilities:** Those who manage or operate boating facilities that are not open to the public.
- **Private clubs:** Boating facilities associated with private clubs that restrict access to members only.

*Denham boat ramp finger jetty upgrade - Shire of Shark Bay*



# Project eligibility

Applications are evaluated according to the benefits they provide to recreational boat users.



## Eligible projects

Projects must benefit registered vessels, ie. any recreational vessel that can be propelled by mechanical power, including sailing vessels that can carry a motor.

Eligible projects include the construction of **(Works Project)**, or planning **(Planning Project)** 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.
- **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.

**Planning Projects** include tasks such as producing a set of engineering design drawings, strategic boating plans, detailed cost estimates, level of demand reports, construction approvals or a combination of the above.

For **Works Projects**, it is recommended that you have detailed engineering drawings and cost estimates; if you do not already have these, consider applying for a planning grant. It is also recommended that you have all approvals in place or have a very good understanding of the approvals required and timeframes needed.



## Ineligible projects

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

**General maintenance:** Routine upkeep tasks such as cleaning, repairing, or minor adjustments to existing facilities. Dredging activities for maintaining current depths.

**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.

**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.

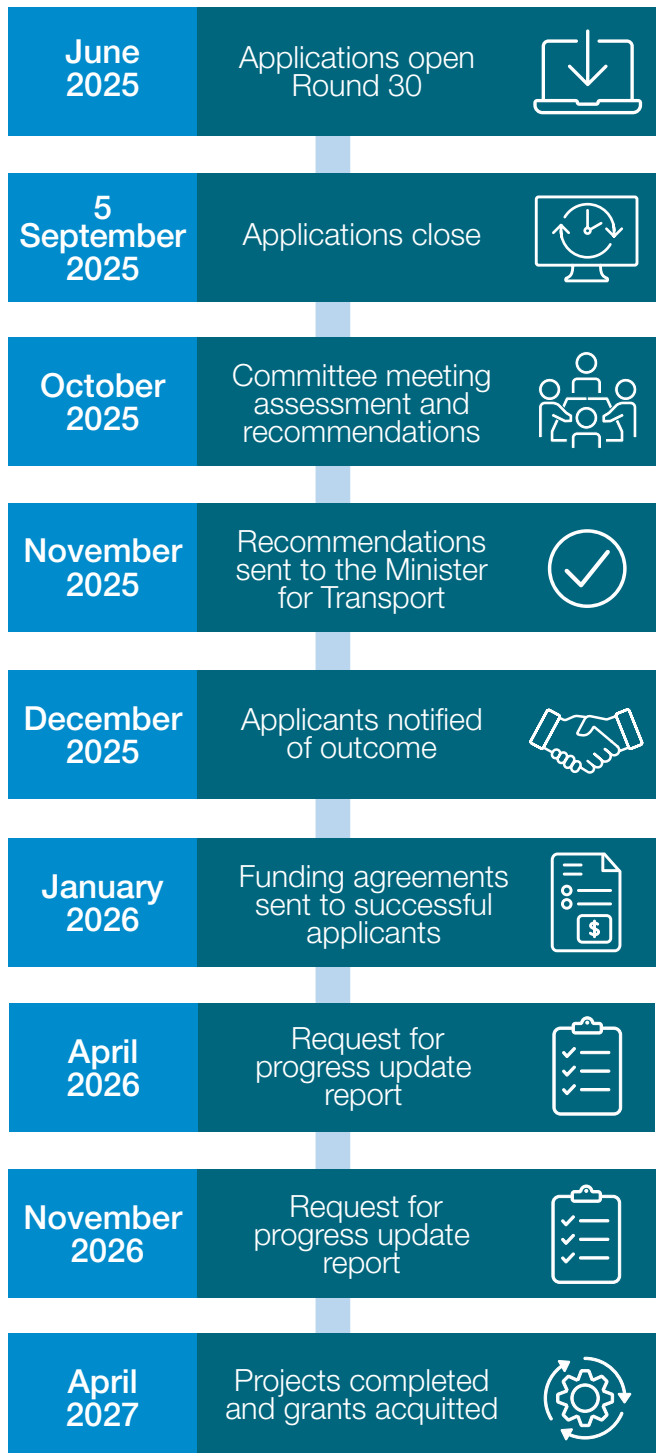
**Non-motorised craft:** Projects that do not benefit recreational boating, such as those involving canoes, surf skis, and other craft without motors (including motors under 5 horsepower).

**Projects already commenced or completed:** Applications for funding of projects that have already started or retroactive funding requests for completed work.

**Multiple applications for the same project:** Submitting multiple proposals or applications for the same project.

**Projects for fishing and viewing platforms:** Facilities that don't allow berthing of a vessel.

## Grant timeline



## Preparing your application

Online applications will be available for submission until **2pm, Friday 5 September 2025**.

### Important to note

- Applicants are encouraged to undertake planning investigations, including 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 will be funded in future rounds.
- Land-based facilities will only be funded if the associated maritime infrastructure is maintained to 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 50 per cent of total use and an eligible authority owns the asset. Any grant approved will be calculated pro rata on percentage use by recreational boaters.
- Demolition of existing boating facilities may be funded if associated with the provision of new or upgraded facilities.



### Before you start

Ensure that, your organisation and project are eligible for funding. Refer to page 6 and 7 of this publication or the RBFS website.



# How to apply

For additional instructions on how to apply for an RBFS planning or works grant, visit the RBFS website. There are comprehensive guidelines and additional resources to assist you with your application process:

[Application process](#)

## Step 1

All new boating facilities must comply with the relevant Australian Standards.

Tidal and cyclonic conditions for areas north of the 25th parallel require additional design considerations.

For more information refer to the [Application process](#).

## Step 2

**Determine which category is relevant for your proposal:**

**Planning Applications** involve projects that generate engineering design drawings, strategic boating plans, detailed cost estimates, level of demand reports, construction approvals, or a combination of these.

**Works Applications** cover the construction of public recreational boating facilities and infrastructure.

If your project incorporates both works and planning components, please select the “Works” box as Project Type in the application form and ensure you include costings for the planning component in the Works Project Table.

## Step 3

**Complete the application form.**

In July 2024, DoT introduced a new online grants management system. All applications and supporting documentation for RBFS grants must now be submitted through this online portal. You will be required to create a DoT Grants account to access the system.

Follow the link to the [Grants and funding](#)

It is highly recommended to start any application as soon as possible to allow sufficient time to complete it and provide all required supporting documentation.

When completing your application please consider the following:

- Always assume that the reviewing team has no prior knowledge of your project. They may not be familiar with your situation.
- For an application to be assessed, all questions and sub-questions must be answered where relevant, and attachments provided when requested.
- Some responses to questions are space limited, try to be as succinct as possible.

## Step 4

**Submit your application.**

Before submitting your application, please review the checklist to ensure all sections are addressed and all supporting documentation is included.



### Important to note

Email applications for RBFS grants are no longer accepted and will not be considered.

Once your application has been submitted, you will receive an automatic confirmation email. This email will include your application number and a zip file containing your documents.

# Assessment criteria

Applications will be evaluated based on a set of weighted assessment criteria. It is important to address these assessment criteria in your application. Here are some tips to help you:



## 1. Demonstrated need

**Clearly articulate the need:** Provide a clear justification for the project by explaining its primary goal and necessity. Reference relevant studies, strategic plans, or needs assessments. Highlight how the project addresses specific issues, enhances safety, supports user demographics, aligns with strategic objectives, and incorporates community input. Describe current and future usage, including boat registration analysis, observational studies, user surveys, and visitation data. Compare with similar facilities in the vicinity and discuss any operational challenges. Emphasise the environmental impact and how the project will improve coastal and environmental management.



## 2. Benefits

**Demonstrate clear benefits to recreational boaters:** Clearly explain how the project will benefit recreational boating by reducing risks, decreasing congestion, encouraging visitors, improving accessibility, resolving conflicts, and benefiting the environment. Highlight the community benefits, ensure accessibility to a substantial proportion of recreational boat users, and align with an endorsed strategy or plan. Detail stakeholder consultation, including support from the local community, boating groups, coastal groups, and Aboriginal groups, and include any letters of support.



## 3. Project approach

**Demonstrate a clear project approach:** Show your organisation's capacity to undertake the project, detail who will be involved, any planning or research conducted, and compliance with relevant Australian Standards. List required approvals and licenses, key milestones, and ensure the proposed timeframe is realistic. To ensure the successful execution of the project, it is crucial to secure the necessary approvals and support from all relevant third-party stakeholders ie. landowners. Ensure that these approvals are documented and included in the application. Highlight any innovative approaches or best practices you will use.

Each criterion is assigned a specific weight to indicate its relative importance in the overall assessment. By thoroughly addressing each criterion, you can strengthen your application and improve your chances of success.

# Assessment of applications

Submissions will undergo an initial review to ensure they meet the RBFS eligibility criteria and objectives. Non-compliant projects will not proceed to panel assessment.

An independent RBFS Panel, consisting of representatives from DoT, Boating WA, Recfishwest, WA Local Government Association, Department of Biodiversity, Conservation and Attractions, Department of Fire and Emergency Services, and the Jet Sport West Boating Association, will evaluate applications based on the assessment criteria and make recommendations for approval to the Minister for Transport.

Successful projects will be announced in December 2025.

Successful applicants will also be notified via email and requested to enter into a funding agreement that outlines the terms and conditions of the grant.

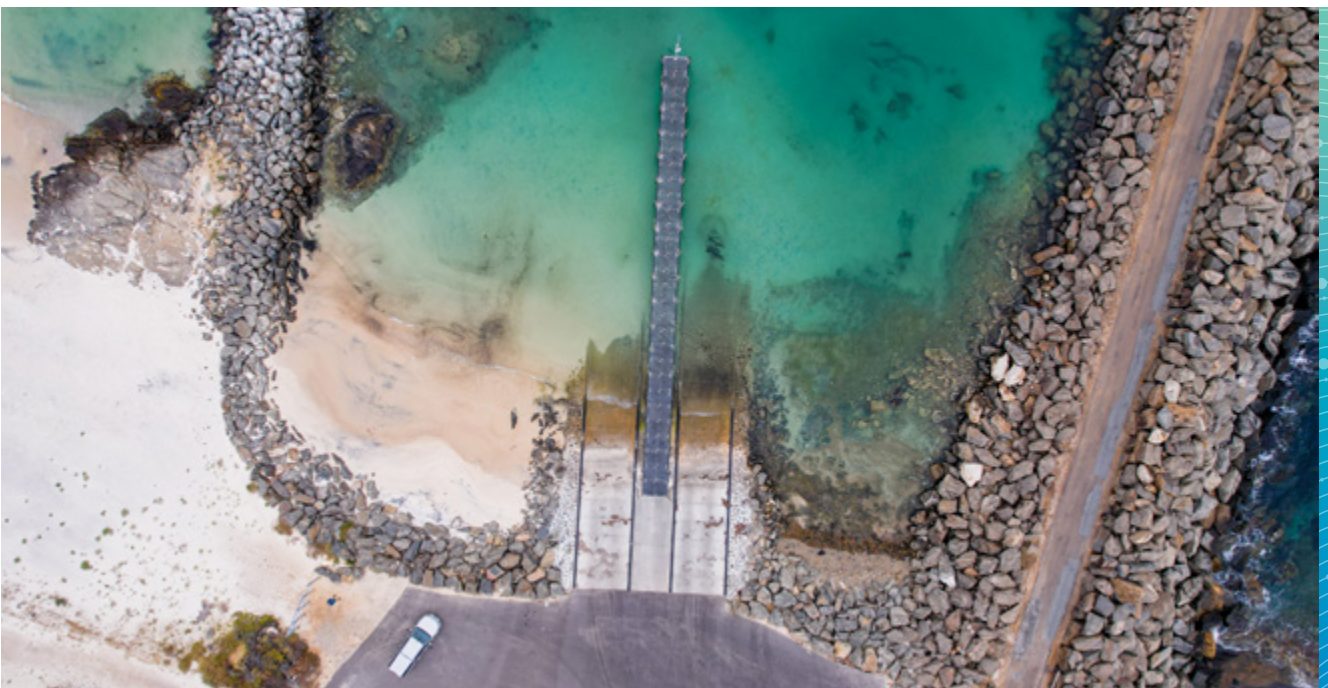
If your application is unsuccessful, you will receive feedback explaining the reasons. You may reapply again in the next round, taking into consideration the feedback provided.

## Contact details

Should you have any enquiries regarding the eligibility criteria of your project for funding or would like to explore further any specific aspects of your project or discuss any concerns in more detail, please do not hesitate to reach out to the [RBFS Officer](#). They will be able to provide you with detailed advice and assistance to ensure that all aspects of your project align with the funding requirements.

We also welcome your feedback to ensure DoT continually improves processes. For further information, complaints or feedback please [email](#).

Further complaint escalation will be managed via DoT's complaint handling system.



*Fishery Beach boat ramp and jetty, Bremer Bay – Shire of Jerramungup*



# Next steps if successful

## Before project commencement

A legally binding funding agreement with the Minister for Transport must be executed to allow commencement of the project. The agreement includes the terms and conditions of the grant. Successful applicants must agree to the following, noting that this summary does not cover all conditions:

**Use of funds:** Use the grant funds solely for the purposes outlined in the approved project budget. Any deviation requires prior written approval from the Grantor.

**Progress reports:** Submit all required progress reports by the specified deadlines upon request by DoT, typically every six months.

**Regulatory compliance:** Adhere to all applicable local, state, and federal regulations, including those related to financial management and project implementation.

**Public announcements:** Obtain prior approval for all public announcements related to the project.

**Acknowledgment:** Include an acknowledgment of the RBFS grant in the resulting planning documents. For works projects, ensure appropriate signage is erected to indicate the grant's contribution.

**Asset ownership:** Own any assets created and be responsible for all ongoing maintenance and management.

## Grant payment

Grants are typically paid at the completion of the project subject to all components of the grant acquittal checklist being met. However, up to 50 per cent of the grant may be paid prior to completion of the project, if justification can be demonstrated.

The grantee should submit a formal request for part payment on a letterhead signed by the CEO. This request should demonstrate suitable justification for the part payment which could include:

- **Invoices:** Show expenditure to date with detailed invoices.

- **Signed contracts/purchase orders:** Present signed contracts or purchase orders related to the project.
- **Photos of works:** Include photographs that clearly show the progress of the works completed so far.

## At project conclusion

To ensure the final grant payment, specific conditions outlined in the funding agreement must be fulfilled. Upon project completion, the grantee is required to submit the following must be submitted:

- **Completion Certificate:** A signed Completion Certificate, as shown in your funding agreement.
- **Financial statement:** A comprehensive financial statement (excluding GST) detailing how the funding was spent, including all major invoices over \$500 and in-kind costs.
- **Evidence of activities:** Documentation such as photos or other materials that demonstrate the activities and the outcome of the project.
- **Engineer certification:** For works projects, certification by a suitably qualified engineer that the project was completed according to the approved plans and specifications (eg. as constructed drawings).
- **Final reports:** For planning projects, the final reports / deliverables of the project.
- **Additional information:** Any other project information as requested.

Failure to comply with the specified terms and conditions outlined in this funding agreement may result in the termination of the grant agreement and forfeiture of grant funds.



### Important to note

Please scan the QR code to read the RBFS Grant Guidelines.

# Completed projects



## Round 27 – Francis Street (Town Beach) boat ramp renewal

### City of Greater Geraldton

**Works Project:** The City of Greater Geraldton was awarded a \$300,000 grant to upgrade the deteriorated boat ramp at Francis Street (Town Beach) boating facility with new pre-cast concrete panels.



## Round 27 - Lake Yealering boat ramp design

### Shire of Wickepin

**Planning Project:** The Shire of Wickepin received grant funding of \$23,284.50 for a planning study, which provided detailed design, including performance specifications, for a formal boat ramp at Lake Yealering.



## Round 27 - Wharf Cove, South Yunderup jetties upgrade – Stage 2

### Shire of Murray

**Works Project:** A \$478,113 grant was allocated to the Shire of Murray to continue with Stage 2 of the Wharf Cove jetties upgrade. Works included construction of four new floating jetties, a promenade, gangway, and ramp to replace the old timber jetties and mooring poles. The project also upgraded the footpath access from the carpark to the jetties and improved the carpark's surfacing and line marking.



## Round 28 – Bandy Creek jetty replacement

### Department of Transport

**Works Project:** The Department of Transport received a grant of \$281,963 for the replacement of the existing boat ramp fixed finger jetty with a floating pontoon jetty and concrete abutment at the Esperance Bandy Creek Boat Harbour.

## **Contact**

Recreational Boating Facilities Officer

Email: [RBFS@transport.wa.gov.au](mailto:RBFS@transport.wa.gov.au)

Website: [transport.wa.gov.au/rbfs](https://transport.wa.gov.au/rbfs)