

2021–22 Recreational Boating Structural Maintenance Program Grant application form

Section 1 – Contact Information

PART A

Applicant Organisation details

Name of Organisation:

Postal Address:

Town/Suburb:

Postcode:

State:

Main Street Address: (if different from above)

Town/Suburb:

Postcode:

State:

Contact Person

Title:

First Name:

Surname:

Position:

Telephone:

Mobile:

Email:

Type of organisation: Local Government, Incorporated Association, Other (please specify)

Your organisation's Australian Business Number (ABN):

Is your organisation registered for GST? Yes No

Is your organisation non-profit as defined by the ATO? Yes No

Do you need an auspice for this application?

Yes, I need an auspice organisation for this application (complete Part B: Auspice Organisation details)

No, I do not require an auspice organisation for this application (please proceed to Section 2)

PART B

Auspice Organisation details

Name of Auspice Organisation:

Main Street Address:

Town/Suburb:

Postcode:

State:

Postal Street Address: (if different from above)

Town/suburb:

Postcode:

State:

Contact Person

Authorised Person:

Position:

Telephone:

Mobile:

Fax:

Email:

Type of organisation: Local Government, Incorporated Association, Other (please specify)

Auspice organisation's Australian Business Number (ABN):

Is your organisation registered for GST?	Yes	No
Has the auspice organisation agreed to manage the grant on your behalf?	Yes	No
Is your organisation non-profit as defined by the ATO?	Yes	No

Section 2 – Project Overview

Project name (We will use this name on all correspondence. Please use 10 words or less).

Project description (Describe the project in 50 words or less. We will use this in reports and other publications).

Where will your project happen? (Please provide the address/location of where most of your planned activity will take place including town/suburb and postcode).

Address/Location:

Local Government area:

Waterway name and type: (inland/coastal)

Map reference: (e.g. Melway/VicRoads – page and grid reference)

Section 3 – Additional Questions

1. Has any previous boating program funding been provided for this facility? Yes No
If yes, please detail when and through what funding source:

2. Please detail how the application has been prepared in conjunction with the Victorian Boating Facility Design Guidelines: (Available at www.betterboating.vic.gov.au)

3. Is it expected that commercial vessels will use the proposed facility? Yes No
If yes, please describe what financial contribution they will make towards the works:

4. Is it expected that Search and Rescue operations will use the facility? Yes No
If yes, please detail the organisation:

5. Where is the nearest similar facility located?

Please advise nautical miles and direction from you:

Provide a map reference:

6. Is the facility to be available to the public at all reasonable times? Yes No
Please detail any restrictions to availability:

7. If more than one quote is required and you have not selected the lowest quote please explain why?

8. If the required number of quotes has not been provided please explain why?

9. Provide details of all permits that have been obtained or are required:

10. Detail any connection by way of membership or any other means between the organisation and any person/company supplying a quotation:

Section 4 – Project Details that address the Assessment Criteria

Indicate how your project addresses the following assessment criteria: Why, how, who, and what? Refer to the funding program guidelines and assessment criteria to help you answer the questions.

Why is this project needed?

- Please describe the demand for this project.

How will the project be delivered?

- Describe the proposed works (include any plans as an attachment)
- Provide details of your project planning to date. Attach any documents that demonstrate how you have developed the project to date
- Include details of risk assessment and mitigation.

Section 5 – Key Tasks and Timeframes

Please identify the key tasks for your project and an indicative timeframe.

Task examples:

- Stakeholder consultation
- Procurement of contractor
- Marine and Coastal Act consents
- Waterway Manager works permits
- Project delivery.

Task

Timeframe

Expected Start Dates (detail each task and timeframe required)

Task

Timeframe

Expected Finish Dates

Task

Timeframe

Section 6 – Project Budget

*Please refer to the Funding Guidelines document for more information on quotations and supporting evidence requirements. For projects under \$25,000 please supply one written quote. For projects costing \$25,000 and above you should provide three written quotes or appropriate detail to establish the accuracy of your costings.

**The breakdown of costs should itemise all major costs (project management, infrastructure, site mobilisation etc.).

Show quoted costs of the project. Where work is to be done using your own 'in house' resources, show your calculations. Attach additional sheets if necessary.

Total cost (GST exclusive)	\$:		
Total cost of project (preferred quote)*	(A) \$:		(A) \$:
Your organisation’s contribution	\$:		
Any other government funding	\$:		
Any other funding (e.g. Commercial operator contribution)	\$:		
Total contributions (must be at least 20% of A)	(B) \$:		
Outstanding balance (subtract B from A)**	(C) \$:		
Grant amount sought (lesser of C or 80% of A)	(D) \$:		

What project income is confirmed? Please indicate any income from outside your organisation, such as other government, community, business or other contributions which have been confirmed.

Declaration

I state that the information in this application and attachments is to the best of my knowledge true and correct. I will notify Better Boating Victoria of any changes to this information and any circumstances that may affect this application. I acknowledge that the Victorian Fisheries Authority may refer this application to external experts or other Government Departments for assessment, reporting, advice, comment or for discussions regarding alternative or collaborative grant funding opportunities. I understand that the Victorian Fisheries Authority is subject to the Freedom of Information Act 1982 and that if a Freedom of Information request is made, the Victorian Fisheries Authority will consult with the applicant before any decision is made to release the application or supporting documentation. I understand that this is an application only and may not necessarily result in funding approval.

Signature:		Date:	
Print name:		Position:	

(To be signed by a person with delegated authority to apply — ie. Chief Executive Officer or Board Chairperson.)

Supporting documents

Please submit the following documents with your application:

- Current plans and photos of the existing asset or facility
- Aerial photos (if available) of the existing site
- Quotes for costs where appropriate
- Consents and permits (if available or a letter from issuing Authorities as to their support in-principle)
- Letters of support from other organisations that clearly define their involvement or anticipated benefit from the project.

Submit your application

Submit your application to Better Boating Victoria by email (**BBV.Communications@vfa.vic.gov.au**) no later than **11.59pm, Tuesday 22 March 2022.**