

**FUNDING GUIDELINES**

# Recreational Boating Structural Maintenance Program

2024–2025





# Introduction

Improving the boating experience includes having well maintained and reliable access to public boating facilities. That's why we're investing \$500,000 from the 2024–25 Better Boating Fund into the Recreational Boating Structural Maintenance Program.

The Structural Maintenance Program will allocate grant funding to eligible organisations for structural maintenance projects to ensure our Victorian public boating facilities continue to remain safe for the purposes of boat launching and retrieval.

Grant applications must be submitted online to the Better Boating team within the Victorian Fisheries Authority and will then be assessed by the Funding Advisory Panel. Grant funding recommendations made under the Structural Maintenance Program will then be submitted for consideration and, if successful, approval by the Minister for Outdoor Recreation.





## Who can apply for grant funding?

Eligible organisations consist of local councils, local committees of management, water corporations, catchment management authorities and state government agencies and statutory authorities.



## Maximum funding amount

The grant amount awarded will not exceed \$75,000 (excluding any GST amounts) in total per project. An eligible organisation may submit multiple applications for consideration.



## Funding ratio

While a co-contribution (funding or in-kind) will be considered favourably, 100% grant funding will also be made available.

Funding contributions from the applicant can include project management, committed funds from other government agencies or sources, and in-kind contributions which can be substantiated.



## Program aims

Grants awarded are expected to result in a demonstrable improvement in the functionality, safety and asset life of Victorian public boating facilities.

Structural maintenance projects which are eligible for funding under the program include:

- Funds to repair boat launching ramps and associated infrastructure, including facilities for public access;
- Funding for repairs to jetties, floating pontoons that directly support boat launching and retrieving and associated infrastructure such as gangways and walkways linking the boat ramp to the jetty;
- Works to car trailer unit parking facilities and rigging or de-rigging areas. (If the trailer parking area is to be either reconfigured or formalised, the new plans must demonstrate the overall net benefit for the amount of car trailer parks and not show a reduction in car trailer parks);
- Minor works to protection structures, such as breakwaters and rock revetments, that directly support the launching and retrieval of vessels from a public boat ramp;
- Fixed signage which directly relates to advice for users of the boating facility (load limits on boat ramps, tidal conditions of the facility, wave actions, trailer parking areas etc.);
- Maintenance of other supporting infrastructure that is directly connected to the boating facility, such as universal access aids, bollards, new lighting, shelters, boat wash down facilities, fenders, ladders, handrails etc.

## How applications will be assessed

Applications for grants will be assessed against the following assessment criteria:

### Project goals and outcomes:

- Project has clearly defined goals and outcomes relating to improvements in the functionality, safety and/or asset life of a Victorian public boating facility.
- The application demonstrates a strong contribution to recreational boating in Victoria, the region and the immediate area.

### Project need:

- The application clearly demonstrates a strong need for investment at the facility, such as high levels of usage and an immediate need for maintenance.
- The applicant has considered how climate change or other factors may impact future usage and access at the site.

### Project impact:

- Project planning and design has considered how facility maintenance/improvements could benefit as many current and potential boat users as possible (e.g. increased efficiency or improved access for people with low mobility).

### Project planning and previous experience:

- The application demonstrates detailed project planning and good project design. Relevant permits, consents and approvals have been obtained and/or planning has been undertaken.
- The application includes the details of any community/stakeholder engagement undertaken and demonstrates strong support and processes.
- The application has incorporated Traditional Owner engagement into project design, as appropriate, and relevant approvals obtained.
- The project has demonstrated integration with regional and local management and adaptation plans, as appropriate.
- If relevant, demonstrated satisfactory performance on projects for which funding has been awarded to the applicant under previous boating programs.

### Value for money:

- Expected project costs and funding sought is clearly defined, including a cost breakdown.
- Expected project costs have been appropriately substantiated.
- Additional funding partners listed, if relevant.

Whether the applicant is in receipt of existing boating funding revenue sources, such as the Victorian Government's Free Boat Launching and Parking Initiative will also be considered.

**Note:** Applications which meet all assessment criteria may not be recommended to the Minister for Outdoor Recreation for approval in the event other applications score more highly against the spread of assessment criteria.

## What will not be funded

The following projects or project elements will not be funded:

- projects in relation to boating facilities not open to use by the general public
- new or major capital renewal upgrades of boating facilities
- general day to day maintenance activities, such as the cleaning of ramps, removal of debris, rubbish collection, lighting maintenance, minor concrete crack repairs (through filling and sealing etc.)
- projects that provide direct support for non-powered boating use only (such as land-based fishing, kayak/rowing access)
- maintenance of access roads, unless providing direct and exclusive access to the boating facility
- dredging projects (a separate grant program has been established for dredging projects)
- contingency costs
- maintenance and other ongoing costs
- insurances required in relation to the project.

## Grant assessment

A Funding Advisory Panel will be convened by Better Boating Victoria and will consist of government agencies and stakeholders. The Funding Advisory Panel will provide input into recommendations for grant allocations for consideration and, if successful, approval by the Minister for Outdoor Recreation.



## How to apply

Applications must be completed online through the Victorian Fisheries Authority's Smarty Grants portal ([fisheriesvictoria.smartygrants.com.au](https://fisheriesvictoria.smartygrants.com.au)).

## Program timeline

<b>16 June 2025</b>	Applications open
<b>14 July 2025</b>	Applications close
<b>Mid July – early August 2025</b>	Assessment of applications and recommendations made by Funding Advisory Panel to the Minister for Outdoor Recreation
<b>Mid August 2025</b>	Applicants notified and successful projects announced
<b>Late August 2025</b>	Funding agreements returned to Better Boating Victoria by applicant
<b>August 2025 – December 2026</b>	*Projects delivered by recipients

\*The impacts on the users of the boating facility needs to be considered in the delivery phase of the project. Better Boating Victoria will work with the grant recipient to develop an appropriate works schedule.



## Quotations and supporting evidence

1. If your project cost is less than or equal to \$50,000 (incl GST) one written quote is required. For projects over \$50,000 (incl GST), three written quotes must be provided.
2. Quotations from all applicants must specify the cost exclusive of GST.
3. If more than one quote is required, each quote must be from different suppliers.
4. It is recommended that written quotes be valid for 90 days from the date quote. Any increase in project costs must be borne by the applicant; it will not be possible to increase the grant amount, if awarded.
5. Applicants must fully disclose any relationship to a person or organisation supplying a quotation.



### Unexpended funds

If the grant recipient does not appropriately expend the funds by the date set out in the funding agreement, the unexpended funds must be repaid, or an application must be submitted to Better Boating Victoria for approval to expend the funds on other related public boating infrastructure enhancements managed by the recipient.



### Project variation

The grant recipient must complete and submit an application for a project variation to Better Boating Victoria and obtain its approval prior to making any change to the scope or timelines of the project. Advance notification must be made to Better Boating Victoria if there are any changes to agreed deliverables or timelines.



### Funding agreements

Successful applicants will be required to enter into a funding agreement within 30 days of the 'project start date' nominated in the agreement.

No funds will be paid until a funding agreement has been signed by both parties.

Applicants should not incur any costs relating to the project (even if the project has been approved by the Minister for Outdoor Recreation) until, at the earliest, receipt of a signed copy of the funding agreement.





### Specific terms and conditions (contained in the funding agreement)

- The site at which the applicant's project is to be carried out must be, and must remain, under the control of a council, a government department, a statutory authority or a committee of management appointed by the appropriate statutory body.
- The facility at which the project is to be undertaken must be available to the general public at all reasonable times.
- Project works should be avoided during the peak boating season in Victoria (approximately October – March) to avoid disruption to users. You must contact Better Boating Victoria if this cannot be avoided.
- An applicant will be required to take all reasonable steps so that the facility remains safe and open for public access during project works.
- An applicant must obtain all relevant permits and approvals from the appropriate authorities, including land owner consent for projects on Crown land.
- An applicant must effect and maintain appropriate insurance policies in relation to the project.

For further information, contact us at  
[BBV.Communications@vfa.vic.gov.au](mailto:BBV.Communications@vfa.vic.gov.au)