

Transport  
for NSW

# Boating Infrastructure Maintenance

Program Guidelines  
August 2025



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# About the Boating Infrastructure Maintenance Grants Program

The NSW Boating Infrastructure Maintenance Grants Program (BIM) provides grant funding to local councils and other organisations ('delivery partners') for the maintenance of public boating infrastructure and facilities across NSW that improve safe, accessible and enjoyable boating. This grants program is a sub-program of the \$44 million Boating Infrastructure and Dredging Scheme administered by Transport for NSW (Transport) and seeks to support broader economic and social benefits for local communities and visitors. The BIM Program will be run across two-rounds with the Round 1 to be delivered in 2025-2026 and Round 2 to be delivered in 2026-2027 (note that application processes will commence before these delivery timeframes).

## About this document

The BIM Program Guidelines provides information about Round 1 to be delivered in 2025/26, specifically the:

- aims of the Program.
- types of projects that are eligible for funding.
- available funding and minimum funding co-contributions.
- application process.
- mandatory criteria and assessment criteria.
- timetable for Program milestones.

Details of the administration and delivery of successful projects will be included in the Conditions of Grant document (funding agreement) to be issued to successful applicants.

## Findings from the Review of the Boating Now Program

An independent review of the Boating Now Program was completed in early 2024. It identified a number of opportunities to improve the delivery of the program most of which are supported and incorporated into this Program including:


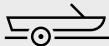


- ensuring greater alignment with other strategic government priorities such as the NSW Disability Inclusion Plan.
- transitioning to the Whole of Government Grant Management System.
- continuing to run the Boating Asset Maintenance Program.
- improve communications around successful projects to help build awareness and benefits of project, ensuring communication descriptions accurately reflect projects being delivered.

## Aims of the Boating Infrastructure Maintenance Grants Program

The Program seeks to improve the condition of existing boating infrastructure by returning it to its optimal operating condition and extending the benefits the asset provides. Projects that seek to upgrade or enhance the asset will not be considered for funding as part of this program.

The Program is funded from boating licence and registration fees which are reinvested back into initiatives that improve the NSW boating experience.

**The Program will benefit boaters and communities by:**

<p><b>Improving safety and accessibility</b></p>  <p>for all boaters, especially for disabled and less mobile users, by improving the quality and condition of boating infrastructure through improved maintenance</p>	<p><b>Enhancing the boating experience</b></p>  <p>for all boating customers by identifying projects that require additional maintenance to ensure optimal asset condition</p>	<p><b>Enabling economic development</b></p>  <p>by supporting increased boating participation and growth in boating-related tourism and marine industries from better maintained assets</p>	<p><b>Shaping successful places</b></p>  <p>by improving public amenity and facilitating the improvement and activation of harbours and foreshore precincts from better maintained assets.</p>
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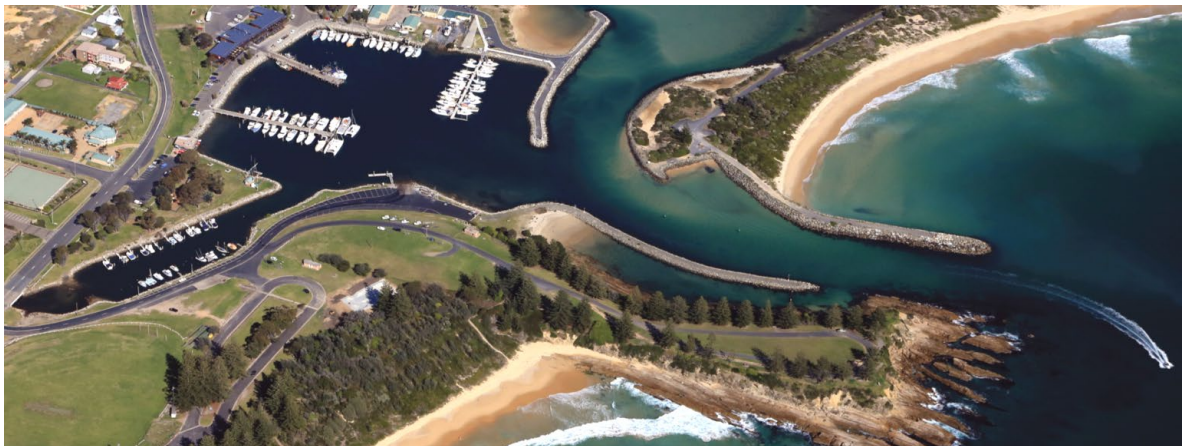


Figure 1 Entrance to Bermagui Harbour

## Funding

A total of \$3 million in funding has been allocated to the Program, with \$2 million available in Round 1 and \$1 million allocated in Round 2. Any unallocated funds from Round 1 may be used to increase the allocation for the second round of the Program. Unused funds from Round 2 may be returned to the Boating Infrastructure and Dredging Scheme to be applied to other maritime and boating projects and programs.

Projects funded under Round 1 will need to be delivered and final grant claims received by **31 December 2026**, or the grant agreement may be terminated. Any unspent funding will need to be returned in accordance with the Conditions of Grant document.

Successful applicants are responsible for any project cost overruns. While cost and time variations may be sought, any requests for variations or changes to the project will only be considered in limited circumstances and will be assessed on a case-by-case basis at the discretion of Transport.

### **Funding contributions**

Applicants must contribute at least 25% of the total project cost. You can apply for single asset or multiple assets. Maximum funding is \$50,000 per asset, with a \$100,000 total limit per applicant. This provides flexibility on how applicants can allocate funding to their repair and maintenance projects.

Funding contributions from the applicant may include funds from other government agencies (excluding Transport for NSW), donations, and in-kind contributions such as materials, labour and use of machinery. Internal administration and project management costs such as staff salaries are **not** considered labour and will not be considered as part of the applicant's funding contribution.

Grant payments do not include GST. Applicants should seek independent tax advice to determine the funding amount to apply for in your grant application.

## **Who can apply for Boating Infrastructure Maintenance Grants**

Applications are welcomed from councils, government agencies, community groups and the private sector who own, manage and operate public boating infrastructure which is available to the general boating public.

To be eligible for funding, the applicant must own or have tenure of the assets and facility referred to in the application. Alternatively, the applicant must provide clear evidence of landowner's support, approval or consent to carry out the proposed works at the site, such as a letter of support or formal approval for the project from landowner.

Applicants will remain responsible for the infrastructure funded under the grant once it has been completed. This means that the applicant will be responsible for the facility's ongoing management and maintenance for the benefit of public use.

Refer to the *Other Boating Infrastructure and Dredging Scheme grant programs* for details on other grant funding opportunities to improve public boating infrastructure across NSW.

## **Types of projects eligible for BIM Program grant funding**

Public boating infrastructure assets that are eligible for funding under the Program include recreational jetties and wharves, boat ramps, pontoons, pump out facilities, slipways, boat ramp trailer parking areas and some supporting amenities that provide direct benefits to boaters.

Funding through the BIM Program is available for maintenance and repair works to help keep boating assets at their optimal operating condition. For example, funding will be available for:

- removing excessive marine growth on boat ramp surfaces
- replacing missing or deteriorating deck planks on jetties
- fixing loose and broken fittings such as cleats, or potholes near boat ramps and at nearby car and boat trailer parking areas or access roads
- implementing preventative maintenance measures to protect structural integrity and extend the operational lifespan of existing boating facilities and related infrastructure.

The following will **not** be funded under the Program:

- Repair and/or maintenance work for assets that do not directly benefit boaters such as pedestrian boardwalks, toilet facilities and other amenities that are ancillary to the primary boating asset.
- Upgrades or capital improvements to assets or facilities.
- Maintenance of facilities and assets that have not been maintained or do not have plans for ongoing management and maintenance. For example, funding would not be awarded for boating infrastructure that has fallen into a state of significant disrepair.

To be eligible for funding, the applicant and project must satisfy the criteria referred to under the section *Mandatory Criteria*.

The grant applicant is responsible for any costs incurred during the grant application process. Costs associated with preparing for a grant application are not claimable for funding under grant program.



Figure 2 Boat ramp facility at Tench Reserve, Penrith, along the Nepean River.

## How to apply for a Boating Infrastructure Maintenance grant

Applications for the Program will be submitted via the online SmartyGrants platform only. A link to this will be provided on the [Boating Infrastructure and Dredging Scheme webpage](#). No paper forms or submissions, nor submissions via email will be accepted.

Applications should include documentation that show evidence or support for:

- Cost estimates, for example quotations, past invoices, bill of quantities.
- Evidence of maintenance history and a maintenance plan/program.
- Evidence of ownership or tenure of the facility or asset.

Applications that are able to contribute more than the minimum 25 per cent towards a project will score higher on the cost and affordability criteria.

Applications will be prioritised for funding based on those that score highest.



Figure 3 Pontoon and gangway installation, as well as disability access ramp to the gangway, at Budd Park, Murwillumbah, along the Tweed

## How applicants will be assessed

### Mandatory Criteria

Transport will only consider grant applications that meet each of the following mandatory criteria:

- The applicant must be eligible, including councils, government agencies, community groups, and private sector entities that own, manage, or operate public boating infrastructure accessible to the general boating public.
- The applicant must own or have tenure over the assets contained within the application, and therefore have authority to carry works on those assets. Alternatively, the applicant must provide clear evidence of landowner's support, approval or consent to carry out the proposed works at the site, such as a letter of support or formal approval for the project from landowner.
- The applicant must have and retain control and/or ownership of the infrastructure to be funded by the grant once it has been completed and must therefore be responsible for the facility's ongoing management and maintenance. This can be demonstrated by the inclusion of the asset in an asset maintenance plan or similar document.
- The applicant must hold an ABN or ACN.
- The applicant must co-contribute at least 25 per cent towards the total project cost.
- The asset being maintained must be available for use by the general boating public and located in an area with an appropriate level of public access.
- The project must provide direct benefits to recreational and/or commercial boaters.
- The following boating infrastructure types are eligible for BIM funding:
  - boat ramps
  - jetties and wharves that are used by recreational vessels
  - pontoons
  - pump-out facilities
  - slipways
  - boat ramp car and trailer parking
  - some supporting amenities that provide direct benefits to boaters

The repair/maintenance work should address deterioration or wear and tear of the asset to return it to its optimum condition or level of operation. Upgrades or improvements to infrastructure will not be considered for BIM funding.

BIM funding **is not** available for repairs required as a result of specific events such as storms, floods or other single weather events. Emergency repairs are funded under Transport’s Boating Infrastructure Emergency Repair Pool (BIERP) Scheme.

Where an application does not meet the above mandatory criteria, Transport may deem the application to be ineligible and may set it aside from further consideration.

Transport reserves the right to seek clarification or further information from applicants for the purpose of confirming eligibility against the above mandatory criteria, within the parameters of probity and fairness. Applications that satisfy the above Mandatory Criteria will be evaluated and scored against the Assessment Criteria (see below).

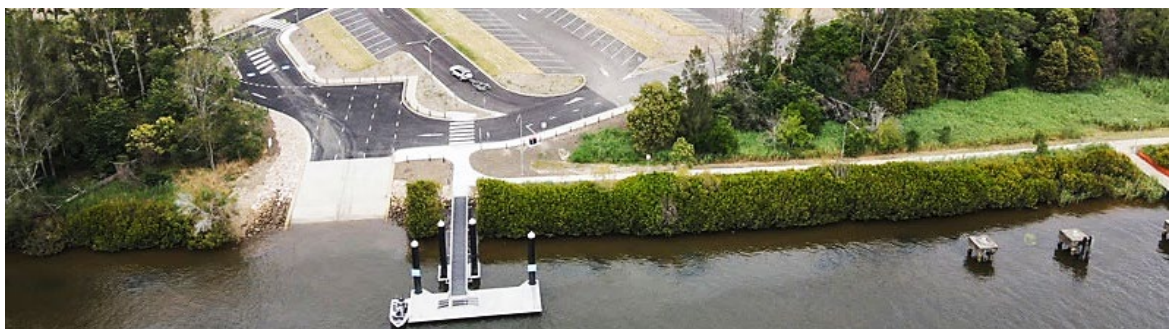


Figure 4 Boat ramp facility at Wisemans Ferry along the Hawkesbury River

### Assessment criteria

Applications will be assessed and ranked for funding based on applications that score the highest against the following weighted assessment criteria presented in Table 1.

Table 1 Weighted Assessment Criteria for Boating Infrastructure Maintenance Grants Program

Weighted Assessment Criteria			
	Description	Maximum score	Weighting (%)
1	<b>Direct benefits to boaters</b> including powered and non-powered vessel users.	10	40
2	<b>Delivery confidence</b> including the proposed methodology to complete the project.	10	30
3	<b>Cost and affordability</b> (including value for money)	10	30
	<b>Total</b>	30	100%

## After application is submitted

Transport will establish an Assessment Panel that will assess each application against the mandatory criteria first and if passed, proceed to score and rank each eligible application against the assessment criteria before making a recommendation to the Executive Director Maritime and Executive Director Transport Safety for funding.

Transport will not be recommending partial funding for any application and each application will be assessed based on the grant application in its entirety.

Applications that scored less than 4 against one or more of the assessment criteria may be set aside from further consideration.

Any unsubscribed Program funds may be considered for future boating infrastructure grant funding program.

### Approvals

An Assessment Panel will be responsible for evaluating each grant application and providing recommendations to the decision-maker regarding the approval of successful applications and the allocation of funding.

### Decision making

The decision maker for grant applications is the Executive Director NSW Maritime and Executive Director Transport Safety.

The decision maker will review the availability of grant funds and the recommendations by the Assessment Panel before deciding whether to approve a grant application for funding.

The decision maker's decision is final in all matters, including:

- the approval of the grant.
- the grant funding amount to be awarded.
- the terms and conditions of the grant.

Successful applicants will be notified by Transport via the SmartyGrants platform.

If an application is successful and funding approved, a Letter of Offer and Conditions of Grants document will be issued to the applicant for agreement and signing. The Conditions of Grants document would be counter-signed by Executive Director, NSW Maritime once the successful applicant has signed and accepted the grant within 30 days of its award.

# Timetable

Table 2 Indicative timeframe for Round 1 of Boating Infrastructure Maintenance Grants Program.

	Timeline	Application stage	Action required from applicants
Round 1	15 August 2025	Call for Round 1 Grant Applications	Submit Applications via Transport's SmartyGrants portal. Applications closes <b>20:00 (AEST) Friday 26 September 2025.</b>
	October 2025	Assessment Panel reviews and assesses Round 1 applications	No action required by applicants
	November 2025	Decision made, applicants notified, and successful projects announced	If successful, sign Conditions of Grants document with Transport for NSW to accept the grant
	December 2026	Funded projects to be delivered and final grants received by <b>31 December 2026</b>	If projects are not delivered and final grant claims not received by <b>31 December 2026</b> the grant agreement may be terminated

## Program particulars

The following items are designed to clarify specific items of the application process for potential applicants.

### Asset owner's role and responsibilities

The applicant is responsible for lodging the Boating Infrastructure Maintenance Round One Application Form via SmartyGrants platform.

The applicant is also responsible for ongoing maintenance and management of the proposed project before, during and after the grant has been awarded. The applicant must comply with its responsibilities including any requirements for holding and renewing licenses for the asset and the land or water it occupies, compliance with any legal, environmental and regulatory obligations.

The grant applicant is also responsible for any costs incurred during the grant application process. These costs associated with preparing for the grant application are not claimable under grant program.

### Supporting documentation

The applicant must provide documentation to support the requested funding value. Documentation may include quotations and invoices. Supporting documentation such as design

drawings, masterplans, strategy documents, community feedback and investigation results may also be included to substantiate the applicant's proposal. Please refer to the Application Form for details on what supporting documentation is required to support an application.

## Nature of financial assistance

The financial assistance is in the form of reimbursement of actual expenditure for the delivery of the project. In the case where the successful applicant has requested upfront funding, the upfront funding value will be drawn down based on the amount of actual expenditure claimed until more funding can be accessed from the grant provided to the applicant.

## Cost collection

A record of all costs incurred is required to be maintained by the asset owner. The breakdown of costs should be sufficiently detailed to enable Transport assessors to determine if the claimed amounts are fair and reasonable. Should an audit of the asset owner's expenditure be necessary, the asset owner will be responsible for the costs incurred. Should the audit indicate the claimed amounts are not fair and reasonable, Transport may seek reimbursement for costs not considered fair and reasonable.

## Process to claim against the grant

An acquittals process is a key part of continuous financial monitoring that accounts for how funds have been spent. This process includes how Transport assesses the successful applicant's compliance with the terms and conditions of the Conditions of Grant document, including how grant funds have been spent. Grants claims are claims for payment under the grant to the successful applicant. Grant payments are made to the successful applicant upon approval and successful processing of acquittal claims against the grant for

Acquittals can be submitted via the SmartyGrants platform. Grant claims are completed via a template to simplify any funding calculations and may be attached to the acquittal submissions via SmartyGrants.

The full value of the grant cannot be paid to the asset owner without the asset owner showing proof of costs incurred and paid corresponding to works and activities within the scope of the successful grant application. Proof of costs incurred and paid include copies of paid invoices and accounting line items and journals, as well as photos of works completed. Once a grant claim has been reviewed and approved, the asset owner may provide an invoice for the approved grant claim value.

Grant claims must be greater than or equal to \$5,000 in value for the acquittal to be processed. All acquittals are made excluding GST.

Further details are available within the Conditions of Grant document.

## Inspection of works

The asset owner must make available suitable officers to assist any Transport inspection of proposed or completed works and provide any additional information that Transport requests to facilitate assessment of any claim for expenditure or to verify project progress.

## Project delivery requirements

Successful applicants will be required to consult and collaborate with the nominated grant officer throughout the project, providing regular updates on design progress, delivery

milestones, and planning requirements. Where necessary, applicants may also need to engage with subject matter experts from NSW Maritime on matters related to the use of the waterway and on-water compliance, including potential encroachments into navigable waters and temporary closures of assets for construction or repair activities.

As project managers, applicants are responsible for coordinating with all relevant stakeholders and agencies to support effective and timely project delivery.

Projects funded under Round 1 of the Boating Infrastructure Maintenance Grants Program must be completed, and final grant claims submitted, by 31 December 2026. Failure to meet this deadline may result in termination of the grant agreement. Any unspent funds must be returned in accordance with the Conditions of Grant document.

## Reporting requirements

Successful applicants are required to submit monthly progress reports through the SmartyGrants platform, using the provided monthly report template. These reports should include progress deliverables, photos, design drawings, and any other relevant supporting documentation to substantiate project updates.

A project finalisation report is required to process the final grant payment and complete the acquittal process. The project finalisation report, available on the SmartyGrants platform, will assess whether the project has achieved its intended outcomes.

## Request for variations or extensions of time

Occasionally, a successful grant recipient may, after the grant has been approved, request a change to the funded project. Variations may be requested by the applicant during the delivery of the works funded under the Program. Variations may occur as a combination of the following:

- change in scope
- change in costs (request for additional funding)
- change in time (request for extension of time)

When determining what approvals are required for a change to the funded project, the key issue is whether the change in scope would amount to a new grant. If the change is such that the grant recipient is essentially requesting a new grant (e.g. additional funds for an existing program, or the use of the same funds for a different, unapproved purpose), then the change in scope should be treated as a new grant and considered in line with the requirements of the Grant Administration Guide and the ordinary processes under any relevant guidelines.

Changes in scope may arise if new information has been made available that impacts the design or delivery methodology or plan for the project. Changes in scope that alter the function of the scope or asset must be approved by the nominated decision maker and any corresponding executed grant agreement may need to be amended to reflect the revised scope if approved.

It is the responsibility of the grant recipient to provide the proof to support any changes in scope, timeframes or costs.

A submission of a request for variation does not guarantee an award or approval of variation request or any corresponding funding requested.

# Other Boating Infrastructure and Dredging Scheme grant programs

The Boating Infrastructure and Dredging Scheme seeks to revitalise boating in New South Wales through greater re-investment of boat driver licences, vessel registration and mooring licence fees into the upgrade and maintenance of maritime infrastructure and confirm funding for dredging.

A total of \$28 million was allocated to infrastructure grant programs under the Boating Infrastructure and Dredging Scheme.

As part of this allocation, funds were also made available for the maintenance as well as an emergency repair of public boating infrastructure. More information about these programs is available on the [Boating Infrastructure and Dredging Scheme](#) webpage.

## Boating Infrastructure for Communities Grants Program

The NSW Boating Infrastructure for Communities Grants Program provides grant funding to local councils, government agencies, community groups and the private sector for maritime infrastructure and facilities across NSW that improve safe, accessible and enjoyable recreational and commercial boating. It seeks to improve boating access to NSW waterways for all abilities, enhance the boating experience and upgrade facilities for the safe enjoyment of the recreational and commercial boating community.

## Boating Infrastructure Emergency Repair Pool Grants Program

Funding will continue to be provided to assist with emergency repairs of local public boating infrastructure similar to the previous Boating Infrastructure Emergency Repair Pool Scheme (BIERP). Funding requests for emergency repairs can be received at any time.



Figure 5 New pontoon located at Woodburn along the Richmond River. Photo courtesy of Richmond Valley Council.

# Additional information

## Important terms and conditions

The NSW Government Grant Administration Guide (2024) mandates the publication of information about all grants awarded no later than 45 calendar days after the grant agreement takes effect. The publication of program evaluations is also required. This information is published on the NSW Government Grants and Funding Finder website.

Transport reserves the right to undertake an audit of grant funding within a period 7 years from signing the Conditions of Grant document.

Applicants must advise Transport of any changes to their legal status or of changes or delays to their project.

## Getting support

Additional information and resources will be available to applicants on the [Boating Infrastructure and Dredging Scheme webpage](#), including relevant application links and frequently asked questions. For more information, please contact [mido@transport.nsw.gov.au](mailto:mido@transport.nsw.gov.au).

## Departmental rights

Transport may, in its absolute discretion, and without limiting any other right which Transport may have, do all or any of the following at any time without giving notice or reasons:

- require additional information from an applicant.
- alter or vary any process, procedure or timing related to the grant Program, including any process, procedure or timing regarding the consideration or the evaluation of any application or all applications.
- suspend or terminate the grant opportunity.
- consider any late submissions.
- terminate further participation in the grant Program by any applicant for any reason (including if Transport reasonably considers an application to contain any false or misleading claims or statements).

## Government Information (Public Access) Act 2009

Applicants should be aware that information submitted in applications and all related correspondence, attachments and other documents may be made publicly available under the Government Information (Public Access) Act 2009 (NSW). Information that is deemed to be commercially sensitive will be withheld.

## Ethical conduct

Applicants must not participate in any anti-competitive conduct.

It is a condition of the grant Program that no gifts, benefits, or hospitality are to be made to any Transport employee at any time.

## Conflict of Interest

There may be a requirement for a conflict-of-interest declaration to be submitted with an application or in the application form. Where a conflict-of-interest detrimental to the assessment process is identified, mitigation measures must be put in place, or an individual may be asked not to participate in the application, assessment, or delivery stage of the process.

All department staff engaged in the program are required to complete a conflict-of-Interest declaration and a declaration register is maintained as per departmental requirements.

## Probity advice

Independent probity advisors will provide guidance to Transport on any issues concerning integrity, fairness and accountability that may arise throughout the application and decision-making process. This will ensure decisions are made with integrity, fairness, and accountability, while delivering value for money for New South Wales.

Should applicants have concerns in relation to the probity of the process, they can contact the Program's Probity Advisor directly:

Beth Nilan, Associate Director  
O'Connor Marsden & Associates Pty Ltd  
Email: [bnilan@ocm.net.au](mailto:bnilan@ocm.net.au)

## Conditions of Grant

The Conditions of Grant document will detail the funding agreement between Transport and any successful applicant. The Conditions of Grant will detail how Transport and the successful applicant will interact and deliver the project, including the procedure for communication, reporting, submission and assessment of requests for variations and extensions of time and the treatment of unspent funds. Conditions of Grant are considered executed once Transport confirms via email that the signed agreement and all required documentation has been provided to the department.

## No offer

These Guidelines are not an offer, recommendation, or invitation by Transport in respect of any contract or commitment and, subject to a Conditions of Grant document being fully executed by the parties to it, nothing in these Guidelines will form the basis of any contract or commitment.

## No guarantee of funding

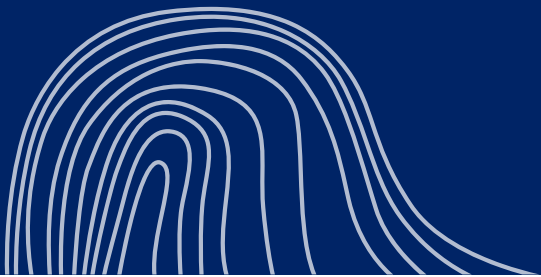
Submission of an application does not guarantee an award of grant funding. These Guidelines are subject to change at any time at the sole discretion of Transport.

## Disclaimer

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Transport recommends that applicants exercise care and use their own skill and judgment in using information from this document and that applicants carefully evaluate the accuracy, currency, completeness, and relevance of such information.

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