



Department of
Primary Industries and
Regional Development

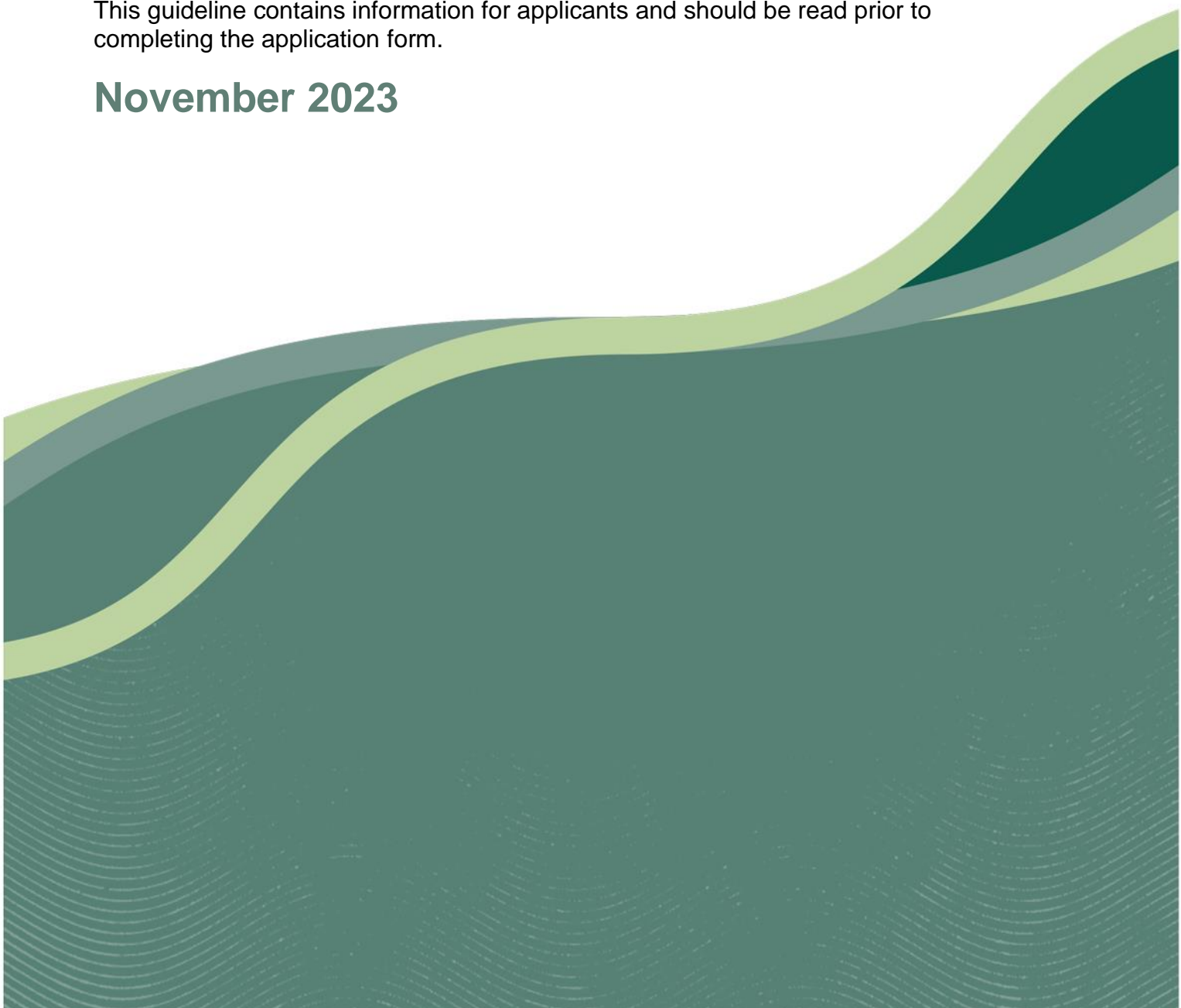
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West Coast Charter Diversification Grants Scheme – v.2

Scheme Guidelines

This guideline contains information for applicants and should be read prior to completing the application form.

November 2023



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West Coast Charter Diversification Grants Scheme

UPDATE

This scheme has been extended and applications can be made until **30 June 2024**.

All relevant information in this document has been updated to reflect this change.

Please contact charter@dpiird.wa.gov.au if you have any questions.

Scheme Overview

On 18 February 2022, the Minister for Fisheries approved a 50 per cent reduction in recovery benchmark levels for the West Coast Demersal Scalefish Resource (WCDSR) by all sectors to meet the 2030 recovery target for the resource. This included a reduction to the recovery benchmark from 40 to 20 tonnes for the charter sector.

The Department of Primary Industries and Regional Development (DPIRD) undertook an extensive public consultation process on options to manage the recreational, commercial and charter fishing sector's catch of WCDSR species to the revised recovery benchmarks between April and September 2022.

On 6 December 2022, the Minister for Fisheries announced a package of new measures for all sectors to meet the revised recovery benchmarks. This included the introduction of a catch quota (tag) system for charter fishing for demersal scalefish in the West Coast Zone from 1 July 2023.

As part of this announcement, the WA Government also committed \$500,000 towards a small grants scheme in recognition that the reduced recovery benchmark will drive a restructure of the charter fishing sector in the West Coast Zone and encourage greater diversification in aquatic tourism experiences on offer.

The focus of the scheme is to assist in maintaining a viable charter fishing sector by supporting active charter operators in diversifying the aquatic tourism experiences they offer towards non-demersal scalefish activities.

This document outlines details of the West Coast Charter Diversification Grants Scheme (the Scheme) including eligibility criteria, activities that will be funded and how to apply for funding.

Who can apply for funding?

The Scheme is open to holders of a Fishing Tour Operator's Licence (FTOL) endorsed to operate within the West Coast Zone who have demonstrated a minimum level of catch history and an ongoing reliance on fishing for demersal scalefish as part of their business.

Activities that CAN be funded

The Scheme is designed to assist applicants in diversifying their businesses towards non-demersal fishing activities to help recover the WCDSR by 2030.

The Scheme is funded in two streams, with Stream 1 offered as a flat sum grant and Stream 2 offered as a one-off reimbursement of tax invoices.

For Stream 1, no proof of purchase is required, although funding must be used for appropriate purchases.

For Stream 2, relevant expenses between the date of the Minister for Fisheries announcement on 18 February 2022 and 30 June 2024 are eligible for reimbursement.

Funding for either stream can be used for any of the following expenses:

- Equipment including:
 - Snorkelling gear;
 - Non-demersal fishing gear (e.g., rock lobster pots, game fishing rods, tackle etc.);
 - Kayaks and glass bottom boats;
 - Other equipment used to promote diversified aquatic tour activities.
- Business development/diversification:
 - Marketing or advertising of business operations to promote diversified aquatic tour activities;
 - Professional development that will aid in the diversification of businesses towards eco-tourism or non-demersal fishing activities;
 - Rebranding, logo, uniforms, and other visual material changes to promote diversified aquatic tour activities.
- Infrastructure (e.g., boats, GPS/sounders, etc).

Please contact charter@dpiird.wa.gov.au if you are unsure whether a purchase is eligible.

Activities that CANNOT be funded

Funding cannot be used under the Scheme for any of the following:

- Purchases made prior to 18 February 2022;
- Ongoing costs after the activities are completed (e.g., operating and maintenance costs, subscription costs);
- Existing staff salaries for core business activities; or
- Operational overheads (such as rent, insurance, telephone, etc.).

Applicant Eligibility Requirements

Eligibility requirements

To be eligible for consideration for funding through the Scheme, applicants need to submit an application by 30 June 2024 4:00pm AWST.

The Scheme is divided into two streams based on the level of reported catch history associated with each eligible FTOL;

Stream 1 funding will provide for a one-off grant of \$5,000 upon notice of successful application. To be eligible for Stream 1 funding, an applicant must be the holder of an FTOL with an annual average of between 50 and 354 demersal scalefish in the West Coast Zone from the best three years over the period 2017/18 – 2021/22 as reported in statutory logbooks and shown in DPIRD records.

FTOL holders that qualify for Stream 1 funding have had a lower reliance on fishing for demersal scalefish and are not eligible for the grant of catch quota tags for the 2023/24 licensing period, however, may still need to diversify their operations towards other non-demersal based aquatic tourism experiences.

Stream 2 funding will provide for a one-off grant of up to \$20,000 in the form of purchase reimbursements. Reimbursements will only be given based on the total value of tax invoices supplied, exclusive of GST. To be eligible for Stream 2 funding an applicant must be the holder of an FTOL with a minimum annual average of 355 demersal scalefish in the West Coast Zone from the best three years over the period 2017/18 – 2021/22 as reported in statutory logbooks and shown in DPIRD records.

This is the same criteria that applies for the grant of catch quota tags for the 2023/24 licensing period and recognises the need for FTOL holders with a greater reliance on fishing for demersal scalefish to diversify towards other aquatic tourism experiences.

Applicants must also:

- have a current Australian Business Number (ABN);
- be registered for GST;
- have an account with an Australian financial institution;
- be the holder of a current FTOL endorsed to operate in the West Coast Zone and supply current FTOL number;
- have an online booking platform/website with information on booking chartered fishing tours.

If multiple persons are associated with one FTOL, joint submissions will be accepted.

Additional information required for Applicant

Applicants must supply the following information:

- if a trustee of a trust, a copy of the trust deed that outlines that the trustee has the authority to make application on behalf of the trust
- bank account details
- physical and postal addresses
- contact details
- operation area
- diversification proposal –
 - Title and details of the diversification proposal;
 - Items purchased or intended to purchase to diversify business;
 - Total diversification cost (if known); and
 - Diversification timeframe estimates.

Applicants of **Stream 2** are required to provide evidence of payment which may include receipts, bank statements, screen shots or similar documentation which provides substantiating evidence that payment has been made as claimed through the application acquittal form. This may be provided in the application only once and the one-off payment will be made through determining what can be reimbursed. Stream 2 applicants have until 31 July 2024 to submit receipts/tax invoices.

You may be asked by DPIRD to supply any additional information to support your application.

How to apply for funding

To be considered for funding through this Scheme, applicants must complete and submit an online application in SmartyGrants by 4:00 pm AWST, 30 June 2024.

The Scheme may close prior to this date if all funding is exhausted.

Assessment process

Assessment – How will the applications be assessed?

The assessment process aims to objectively identify eligible applicants to whom funding could be awarded. Applications will be assessed by DPIRD within one (1) month of application submission; and applicants will be informed of the outcome of the selection/decision process within two (2) months of application submission.

Applications will be assessed in two stages:

- Stage 1 – will determine the eligibility of the applicant under the requirements of the Scheme. Failure to meet the eligibility criteria will result in the application being recommended for decline.
- Stage 2 – eligible applications will be assessed against the Scheme assessment criteria as detailed below.

The DPIRD assessment team will prepare an assessment report for each application received.

Assessment criteria

Applicants must address the assessment criteria in the online application form.

Applications need to be completed in full and will be assessed on the following criteria:

- Identification of how the product/service relates to the diversification of the business towards non-demersal fishing activities; and
- Provision of acceptable/compliant quotes estimates and evidence of payment (when already purchased) from an appropriate and experienced supplier of goods and/or services confirming total project specifications (including any product brand and type).

Conflict of interest

Assessment team members will complete a conflict of interest (COI) declaration as part of the assessment process. An assessor will not participate in the assessment of applications where there is a perceived conflict of interest. The assessment team Chair will be responsible for making judgements regarding conflicts of interest.

Decision

The Director Aquatic Resource Management will make the final decision on an application, based on the information contained within the assessment report.

Appeal process

There will not be an appeal process.

Tax information

Funding provided to recipients under the Scheme is regarded as payment for a supply. GST-registered funding recipients will therefore be liable for GST in connection with the payment.

The funding will be increased by the amount of GST payable. Recipients must provide a tax invoice for the GST inclusive value of the funding.

Applicants are encouraged to seek tax advice on the potential implications of obtaining funding.

Personal Information and disclosure of information

Applicants are informed that DPIRD is subject to the *Freedom of Information Act 1992 (WA)*, which provides a general right of access to records held by State Government agencies and local governments.

Payment arrangements

The payment policy for this scheme is as follows:

- Payments are made by DPIRD
- Payments are made electronically to nominated accounts

Excess Funding

If at the end of the West Coast Charter Diversification Grants Scheme Application period there is funding left over, the use of the remaining amount will be determined during the annual review of the catch quota system in 2024.

Contact Information

For further information on the Scheme please contact charter@dpiird.wa.gov.au.

Glossary of Terms

Applicant – the entity/individual who makes the application for funding

Application – an application (or relevant part of an application) made to the State of Western Australia for funding under the Scheme

AWST – Australian Western Standard Time

DPIRD – Department of Primary Industries and Regional Development

FTOL – Fishing Tour Operator’s Licence

Guidelines – are the guidelines for the Scheme, this document

Key Contact – the person to contact if there are any queries or information required in relation to the Scheme

RFTOL – Restricted Fishing Tour Operator’s Licence

Scheme – is the West Coast Charter Diversification Grants Scheme

SmartyGrants – is the online grant management software tool used by DPIRD

Important Disclaimer

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