



Guidelines for Applicants 2023–24

Coastal and Estuary Grants Program

Department of Planning and Environment

Acknowledgement of Country

The Department of Planning and Environment acknowledges the Traditional Custodians of the lands where we work and live.

We pay our respects to Elders past, present and emerging.

This resource may contain images or names of deceased persons in photographs or historical content.



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1. Planning and implementation streams

Introduction

The NSW Government established a regulatory framework for coastal management with the commencement of:

- the *Coastal Management Act 2016* (the Act)
- a consolidated coastal management State Environmental Planning Policy
- a coastal management manual.

The Coastal and Estuary Grants Program (the program) underpins the implementation of the coastal management framework and supports local councils and communities to achieve the state's long-term vision for the coast.

The program enables local councils and communities to prepare coastal management programs (CMPs) and implement actions in certified CMPs and certified coastal zone management plans (CZMPs) to better manage the coastal and estuarine environment.

This is the final round of the program that will fund the implementation of actions in certified CZMPs. Funding is only available for projects where the council accepts the funding offer, signs and returns the funding agreement by no later than 31 December 2023. These projects must be completed within 3 years. Extensions to funding terms beyond this will not be available.

The program has 5 streams – one for preparing CMPs (planning stream), and 4 for implementing actions (implementation streams) in line with State priorities in each of the coastal management areas identified in the Act.

Eligible organisations can apply at any time during the 2023–24 financial year for funding for the preparation of CMPs (the planning stream), while applications for implementing actions are part of a contestable funding round (a round with a specific opening and closing date).

This grants program is administered by the Department of Planning and Environment (the department).

Closing date for the contestable funding round: **5:00 pm 31 August 2023**.

The planning stream is open to applications all year round.

Note: This section does not apply to applicants seeking funding for urgent works at significant open coast hazards locations; those requirements are listed in Section 2.

Program objectives

The program supports local councils in preparing CMPs and implementing actions in certified CMPs and CZMPs to deliver the objects of the Act. It supports local councils in managing the coastal environment of New South Wales in a manner consistent with the principles of ecologically sustainable development for the social, cultural and economic wellbeing of the people of the state.

Eligibility

Local councils, county councils, Joint Organisations (established under an Act of Parliament) and incorporated Regional Organisations of Councils (ROC) are eligible to apply.

Where multiple councils work together within the same coastal sediment compartment or estuary to prepare and implement a CMP, one council (county council, Joint Organisation or incorporated ROC) must be the lead agency in signing the funding agreement, managing monies and reporting on the project.

Public land managers (such as a Crown reserve trust or a location-specific NSW Government authority) may apply in partnership with a lead council, providing the council or other eligible organisation is the principal applicant and assumes overall responsibility for administering the grant.

All applications for the 2023–24 round of the program will be via the online Grants Management System.

Funding streams – objectives and priorities

Stream 1: Preparation of coastal management programs

Funding is available to support councils to transition into the coastal management framework. Councils and their communities can prepare CMPs that respond to existing and emerging coastal challenges and opportunities. Funding will support councils to:

- meet their statutory objectives under the new framework, using the guidance and materials provided as part of the coastal reforms, including the coastal management toolkit
- plan coastal and estuary management activities; for example, to prepare scoping studies, hazard and risk assessments, feasibility analyses, cost–benefit analysis, distributional analysis and CMPs.

The funding for preparing CMPs allows the NSW Government to deliver on its objectives for coastal management by:

- enabling councils and their communities to mitigate current and future risks from coastal hazards, taking into account the effects of climate change
- encouraging and promoting strategies to improve the resilience of public coastal assets to the impacts of an uncertain climate future, including the impacts of climate change
- promoting integrated and coordinated coastal planning, management and reporting
- supporting public participation in coastal management and planning and promoting greater public awareness, education and understanding of coastal processes and management actions.

Streams 2 to 5: Implementation of coastal management programs

Funding in Streams 2 to 5 is to support the implementation of actions identified in certified CMPs or CZMPs and for the following exempt activities without being listed in a certified CMP or CZMP:

- beach scraping to mitigate immediate coastal erosion risk
- management and stabilisation of dune systems
- formalising or reducing the number of beach access points to reduce environmental damage/impact
- restoring or enhancing natural defence to coastal or estuarine hazards by managing coastal dunes and riparian vegetation
- littoral rainforest regeneration
- coastal wetland rehabilitation where an approved management plan for the site exists

- actions in the catchment area (outside the mapped coastal zone) to support the delivery of a certified CMP or CZMP, provided it can be clearly demonstrated that the outcome of the action will include all of the following:
 - significantly benefit the coastal zone and is a critical factor in estuary health
 - give effect to the management objectives for the coastal management area and the objects of the Act
 - assist in addressing a key coastal management issue affecting the area to which a certified CMP or CZMP applies.

Additional conditions apply to the funding of actions in certified CZMPs:

- Funding of such actions is only available for projects where the council accepts the funding offer, signs and returns the funding agreement by no later than 31 December 2023. These projects must be completed within 3 years. Extensions to funding terms beyond this will not be available.
- Funding of actions in CZMPs must be completely executable within the 3-year timeframe of the grant. Funding is not available for part of a multi-staged project, investigation and design or cost-benefit analysis where works will not be completed with funding provided in this round.

Councils or other eligible organisations can apply for funding to implement actions listed in a CMP if it has been submitted for certification at the date of the grant round closing. However, funding will not be provided until the CMP has been certified.

Eligibility for funding under Streams 2 to 5 is subject to eligible organisations demonstrating that the actions:

- are part of a certified CMP or CZMP (except for the exempt activities listed above)
- result in net benefits to the coastal environment, local community and wider NSW community
- deliver on at least one of the following:
 - support climate change adaptation that reduces future risks from coastal hazards and climate change impacts
 - support improving natural resilience to potential impacts from coastal hazards and climate change
 - manage risks to public assets, benefits or interests
 - maximise the delivery of public benefits and interests
 - reduce the state’s potential liability in relation to coastal natural disaster relief and recovery arrangements
 - reduce unacceptable and immediate risk from coastal hazards resulting from legacy issues
 - reduce or remove the potential impacts of emerging or future risks
 - support environmental restoration and resilience.

Applications will be assessed on how the actions deliver broad public benefits to the NSW community and coastal zone or benefit public assets. Environmental, social, cultural and economic benefits will also be considered. Funding arrangements for implementing actions must reflect the ‘beneficiary pays’ principle.

Funding is available in Streams 2 to 5 based on the 4 coastal management areas identified in the Act.

Stream 2: Coastal vulnerability area

This stream provides funding for actions on land identified in the State Environmental Planning Policy (SEPP) to be a coastal vulnerability area or land that has been identified as being affected by a current or future coastal hazard in a local environmental plan, or development control plan, or a study or assessment undertaken by or on behalf of a public authority. The land is subject to coastal hazards, including beach erosion, shoreline recession, foreshore erosion cliff failure and coastal inundation.

Projects should meet one or more of the management objectives given in the Act for these areas, to:

- ensure public safety and prevent risks to human life
- mitigate current and future risk from coastal hazards by considering the effects of coastal processes and climate change
- maintain the presence of beaches, dunes and natural features of foreshores
- maintain public access, amenity and use of beaches and foreshores
- encourage land use that reduces exposure to risks from coastal hazards, including through siting, design, construction and operational decisions
- adopt coastal management strategies that reduce exposure to coastal hazards, such as restoring or enhancing natural defences, including coastal dunes, vegetation and wetlands, or by taking other action to reduce exposure to those coastal hazards, such as actions to avoid significant degradation of or disruption to biological diversity and ecosystem integrity, geological and geomorphological coastal processes
- prioritise and plan actions that support the continued functionality of essential infrastructure during and immediately after a coastal hazard emergency
- improve the resilience of coastal development and communities by improving adaptive capacity and reducing reliance on emergency responses.

Stream 3: Coastal wetlands and littoral rainforests area

This stream provides funding for projects on land that is mapped and displays the hydrological and floristic characteristics of coastal wetlands or littoral rainforests, listed under the SEPP, and a 100 m buffer around such areas.

Projects should meet one or more of the management objectives given in the Act for these areas, to:

- protect coastal wetlands and littoral rainforests in their natural state, including their biological diversity and ecosystem integrity
- promote the rehabilitation and restoration of degraded coastal wetlands and littoral rainforests
- improve the resilience of coastal wetlands and littoral rainforests to the impacts of climate change, including opportunities for ecosystem migration
- support the social and cultural values of coastal wetlands and littoral rainforests
- promote the objectives of state policies and programs for wetlands or littoral rainforest management.

Stream 4: Coastal environment area (land containing coastal features)

This stream provides funding for actions on land containing coastal features such as the coastal waters, estuaries, coastal lakes and coastal lagoons and land adjoining those features, including headlands and rock platforms.

Projects should meet one or more of the management objectives given in the Act for these areas, to:

- protect and enhance the coastal environmental values and natural processes of coastal waters, estuaries, coastal lakes and coastal lagoons, and enhance natural character, scenic value, biological diversity and ecosystem integrity
- reduce threats to and improve the resilience of coastal waters, estuaries, coastal lakes and coastal lagoons, including in response to climate change
- maintain and improve water quality and estuary health
- support the social and cultural values of coastal waters, estuaries, coastal lakes and coastal lagoons
- maintain the presence of beaches, dunes and natural features of foreshores
- maintain public access, amenity and use of beaches, foreshores, headlands and rock platforms.

Stream 5: Coastal use area (land where development may be carried out)

This stream provides funding for actions on land that is mapped in the SEPP, including land adjacent to coastal waters, estuaries, coastal lakes and coastal lagoons where development is or may be carried out (now or in the future).

Projects should meet the following management objectives given in the Act for these areas, to:

- protect and enhance the scenic, social and cultural values of the coast
- accommodate both urbanised and natural stretches of coastline.

What will be funded

Planning

Stream 1: Coast and estuary planning

Planning activities including:

- development of CMPs (including individual stages) or the transition of a CZMP to a CMP, consistent with the *NSW Coastal Management Manual*
- studies to understand coastal processes and map coastal hazards/coastal vulnerability areas that are needed to develop a CMP
- studies to understand threats to coastal management areas within the NSW coastal zone that are needed to develop a CMP
- investigations and designs for infrastructure works recommended in a certified CMP
- cost-benefit analyses (see *Guidelines for using cost-benefit analysis to assess coastal management options*) and distributional analysis for actions in certified CMPs.

Implementing actions

Stream 2: Coastal vulnerability area

Activities that are demonstrated to reduce the threat from coastal hazards and may include:

- management and stabilisation of dune systems. Please refer to the *Coastal Dune Management – A Manual of Coastal Dune Management and Rehabilitation Techniques* when developing the project. For any dune re-profiling projects, the environmental benefit of the activity must be demonstrated
- implementation of coastal protection works. If the project includes a seawall-lined foreshore in an estuary, the applicant must demonstrate the environmental benefits and how the project aligns with the standards in *Environmentally Friendly Seawalls – A guide to improving the environmental value of seawalls and seawall-lined foreshores in estuaries*
- beach nourishment and actions to reduce exposure to climate change
- beach scraping to mitigate immediate coastal erosion risk
- actions to reduce future risk from coastal hazards
- setup and implementation of short-term (up to 3 years) monitoring to understand the coastal zone over time where it relates to future action
- actions to improve natural resilience to potential impacts from coastal hazards
- actions to reduce the risk to public assets
- actions to reduce the liability in relation to coastal natural disasters
- education where it will help reduce exacerbating issues in the coastal vulnerability area.

Stream 3: Coastal wetlands and littoral rainforests area

Activities including:

- invasive animal and weed management
- management of trails/access ways to reduce environmental impact. Dune rehabilitation should be considered as a component of this work
- management of runoff from and discharges into littoral rainforest and coastal wetlands
- reducing exposure to coastal erosion and climate change
- management of salinity
- actions to protect First Nations Peoples' cultural heritage and values
- replanting and stabilising vegetation
- habitat restoration and conservation
- interpretative signage
- public education programs.

Stream 4: Coastal environment area

Activities including:

- community education on the importance of coastal and estuarine areas
- reducing the number of or formalising foreshore access points to reduce environmental damage. Dune rehabilitation should be considered as a component of this work

- dredging for environmental benefit
- setup and implementation of short-term (up to 3 years) monitoring of estuary and coastal environments (monitoring projects must be linked with actions to improve ecosystem health and be consistent with the *Assessing estuary ecosystem health: Sampling, data analysis, and reporting protocols*)
- actions to protect First Nations Peoples' cultural heritage and values
- stormwater quality management where it is demonstrated to have a significant impact on the receiving coastal or estuarine environment
- revegetation and weed management projects
- sediment and erosion control actions
- acid sulfate soils management
- habitat restoration and conservation including riparian corridor management.

Stream 5: Coastal use area

Activities including:

- community education on the importance of coastal and estuarine areas
- reducing the number of beach access points. Dune rehabilitation should be considered as a component of this work
- formalising beach access to reduce environmental damage. Dune rehabilitation should be considered as a component of this work
- setup and implementation of short-term (up to 3 years) monitoring of estuary and coastal environments (monitoring projects must be linked with actions to improve ecosystem health and be consistent with the *Assessing estuary ecosystem health: Sampling, data analysis, and reporting protocols*)
- actions to protect First Nations Peoples' cultural heritage and values
- stormwater management where it is demonstrated to have a significant impact on the receiving coastal or estuarine environment
- revegetation and weed management projects.

Amenity

Funding will be considered for amenity works in Streams 2 to 5, if they are part of a holistic coastal management project and result in improved:

- public access to the coastal zone
- ecological health
- education opportunities for the public.

This work should only be a minor part of the overall project. Projects or aspects of projects that are significantly or purely amenity are unlikely to be funded as they do not meet the funding objectives.

What will not be funded

The following activities or costs will not be funded as they do not meet the funding objectives:

- for Streams 2 to 5, any actions that are not identified in a certified CZMP or CMP (apart from the exempt activities listed under 'Funding streams – objectives and priorities' above)
- GST – the project cost must exclude GST

- retrospective projects – funding is not available for projects currently underway or included in an existing contractual commitment, that are already tendered for, or have been completed
- the financial co-contribution required for projects funded through other New South Wales or Commonwealth programs
- part of a multi-staged project, investigation and design or cost–benefit analysis for actions in a certified CZMP, where all the works cannot be completed with funding from this round
- administration costs – all internal costs (including on-costs) associated with core activities of the applicant are ineligible for funding. An applicant’s core activities include preparing study briefs, reviewing proposals and tenders, researching and copying records, attending meetings, administering contracts and grants, accounting costs and liaising with government agencies and the public
- funding for the eligible organisation’s staff to manage the delivery of the project. Funding is only available in the circumstances outlined below under ‘Partnerships’
- non-monetary contributions as matching funds – an applicant’s matching funds must be in the form of monetary contributions and cannot include in-kind, voluntary contributions or funding from other sources
- contingencies should not be included in the application. Project costs should be listed as accurately as possible
- projects the applicant can reasonably be expected to undertake without financial assistance from this program
- maintenance of projects once complete, including maintenance of existing infrastructure for its design life. This includes work undertaken: to keep something in proper condition, care or upkeep; to avoid something breaking down (preventative maintenance) and bringing something back to working order (corrective maintenance). Note: Only projects involving the replacement or upgrading of existing protection structures noted as a priority action in a certified CMP will be considered on their merit and against competing statewide priorities at the time of application
- foreshore protection structures within estuaries that delineate or are built along a private boundary
- projects that are funded or eligible for funding as part of a natural disaster relief declaration
- the portion of protection structures deemed to be for private asset protection or private benefit, except for coastal protection structures on the open coast as outlined below (page 10)
- amenity works that have no environmental benefit or projects with no direct linkage to a reduction in risk associated with coastal processes but might be located within a coastal vulnerability area, such as car parking, footpaths, BBQ facilities, seating, shelters, lighting, amenity sheds, showers, toilets or activities related to surf life-saving clubs
- vegetation reduction for amenity outcomes
- actions in the catchment area (outside the mapped coastal zone) that do not support the delivery of a certified CMP or CZMP; will not provide significant benefit to the coastal zone; and are not a critical factor in estuary health
- sites with existing biobanking agreements or preparation of a site to be eligible for biobanking
- projects that do not demonstrate they are cost-effective for the outcomes achieved.

Funding contributions

Coast and estuary planning

The NSW Government will provide \$2 for every \$1 provided by the applicant (2:1 ratio). In-kind contributions cannot be used as matching contributions. Applicants cannot use funds from other sources for their matching contribution.

Implementing actions

In-kind contributions cannot be used as matching contributions. The sources of the applicant's share of funds should be detailed in the application and cannot include funds received from other sources.

For exempt activities, the NSW Government will contribute 50% of the project cost up to a maximum of \$500,000 in grant funding. All project costs above this limit will need to be borne by the applicant.

All projects over \$500,000

Investigation and design must have been completed for all infrastructure works in a certified CMP or CZMP valued at over \$500,000 (total project cost) before applying for implementation funding.

Projects with a total project cost under \$5 million

For projects that address a documented action in a certified CMP, funding is \$2 from the NSW Government for every \$1 provided by the applicant.

For projects that address a documented action in a certified CZMP, the NSW Government will contribute 50% of the project costs.

Projects with a total project cost over \$5 million

The applicant must provide information on key beneficiaries of any works, have completed a cost-benefit analysis, and demonstrate appropriate cost sharing arrangements are in place before applying for funds to implement the works.

The proportion of NSW Government funding available will be determined having considered the results of distributional analysis, which is based on the cost-benefit analysis or as defined by a funding model developed and approved as part of a certified CMP or CZMP:

- The NSW Government will pay \$2 for every \$1 provided by the applicant for the portion determined to be of public benefit for documented actions in a certified CMP.
- The NSW Government will pay 50% of the portion determined to be of public benefit for documented actions in a certified CZMP.

In-kind contributions cannot be used as matching contributions. The sources of the applicant's share of funds should be detailed in the application and cannot include funds received from other sources.

Projects involving coastal protection structures¹ on the open coast

The applicant must provide information on key beneficiaries of any works.

The proportion of NSW Government funding available for open coast protection structures is as follows:

- Where the primary beneficiaries of the work are private landholders:
 - 80% of the total project cost will be funded by the private beneficiaries
 - 20% of the total project cost will be funded by the New South Wales and local governments, in the following proportions:
 - for actions in CMPs – 13% NSW Government and 7% local government
 - for actions in CZMPs – 10% NSW Government and 10% local government.
- Where the primary beneficiaries of the work are private landholders but there are significant public assets, such as a public road, or significant public infrastructure located between residential properties and the beach, the following will apply:
 - 40% of the total project cost will be funded by the private beneficiaries
 - 60% of the total project cost will be funded by the New South Wales and local governments in the following proportions:
 - for actions in CMPs – 40% NSW Government and 20% local government
 - for actions in CZMPs – 30% NSW Government and 30% local government.
- Where there are no private beneficiaries (i.e. works are 100% public benefit), funding is determined in line with the ratios listed above (\$2 for every \$1 for works in a certified CMP, or 50% of the portion for works in a certified CZMP).

Partnerships

Where a group of local councils is working together in partnership, the applicant should agree on cost sharing arrangements before applying and provide letters of support from those councils outlining their financial commitment to the project. All councils' contributions must total the amount required to meet the funding ratio contribution.

The lead council, Joint Organisation, or incorporated ROC can claim project management costs for a multiparty project. The amount eligible for funding is capped at 10% of the total project cost where up to 4 councils are working together or 20% of the total project cost when there are 5 or more partner councils. For example:

- if 3 councils are working together on a project with a total cost of \$150,000 then \$15,000 in project management costs would be eligible for funding
- if 5 councils are working together on a project with a total cost of \$150,000 then \$30,000 in project management costs would be eligible for funding.

The project management costs must be directly related to the funded project. Funding can be used for either:

- a dedicated project manager selected by a competitive process
- a staff member from one of the councils, Joint Organisations or an incorporated ROC.

¹ structures to reduce the impact of coastal hazards on land, including (but not limited to) seawalls, revetments and groynes

Project management costs will not be paid upfront. They can be claimed as part of each completed milestone or at the end of the project. If a project doesn't proceed, administrative costs cannot be claimed.

A letter from the host council/organisation should be provided clearly outlining its commitment to the project with respect to staff and other resources required to implement the project.

Contributions to the project from other funding sources (non-council contributions) must be removed from the whole project cost prior to applying the funding ratio. Other partnerships arrangements (non-council) are not eligible to claim the abovementioned project management costs.

Project implementation timeframe

The department receives an annual funding allocation for the program, with limited capacity to carry over funds to future financial years. Consequently, projects should be completed within 3 years of the grant offer.

If the project is implementing an action in a CMP and is likely to extend beyond 3 years, the applicant is encouraged to consider staging the project. The Grants Management System will not allow you to apply for grants beyond a 3-year timeframe.

While requests for variations to projects are available for planning grants and implementing actions in certified CMPs, it should be noted that projects that go beyond the approved time can impact funds for future rounds.

Funding of actions in CZMPs must be completely executable within the 3-year timeframe of the grant.

No additional funding will be considered for projects during implementation unless there are exceptional circumstances, and such requests will be considered on their merits and are typically capped at a maximum of 30%.

It is recommended that for projects including elements of weeding, bush regeneration or revegetation, the full 3-year timeframe is used to ensure the works are in a state that can be easily managed once funding ceases. Shorter duration projects will still be considered and assessed on their merit.

Obligations of successful applicants

Successful applicants must enter into a funding agreement that stipulates all funding obligations and conditions.

The agreement will need to be signed by the general manager (or by someone with delegated authority).

For projects that are implementing documented action in a certified CZMP, the funding agreement must be signed by the department and council by no later than 31 December 2023 to be eligible to receive the funding being offered.

Successful applicants have 5 months from the date of offer to submit a work plan in the online Grants Management System. The work plan must be based on a quote for services provided by the successful tender for the project and outline key milestones to be achieved and related claim for payments. The tender process must align with the council's procurement procedures/guidelines or Local Government Procurement, and deliver value for money.

The project will be tracked and managed against the work plan, which must be kept current by the grant recipient, in consultation with the department throughout the funded period.

Assessment process and criteria

Stream 1: Coast and estuary planning

Applications will initially be checked to confirm eligibility, that correct categories have been selected and for completeness. Ineligible or incomplete applications will not be assessed. Where applicable and possible, an application may be moved to a more appropriate program stream for assessment.

Applications will be assessed against the following criteria:

- demonstrated need and importance of the project
- the method proposed to undertake the work is sound
- the project is value for money/reasonable cost (compared to similar projects)
- if cost-benefit analysis related, does it align with the procedures outlined in the *Coastal Management Manual*.

This assessment is conducted by the department's technical specialists and the Principal Coastal Specialist or Principal Estuary Specialist. A numerical scoring system is used in the evaluation of applications against the above criteria, and an overall recommendation is made on each application.

Applications are approved under delegation by the Director Grants.

Streams 2 to 5: Implementing actions

Applications will initially be checked to confirm eligibility and completeness. Ineligible, incomplete or late applications will not be assessed.

Applications will next be assessed by the department's technical specialists and then an independent State Assessment Panel (SAP), which includes experts and stakeholder representation, against assessment criteria to prioritise applications on a statewide basis.

The applications will be assessed against the following criteria:

- action is identified in a certified CZMP/CMP (except for exempt activities)
- the project aligns to both statewide priorities and objectives, and this grant program's priorities and objectives
- the project meets one or more of the management objectives for the relevant coastal management area
- the applicant has the capacity to deliver the project and has available resources, and the proposed timeframe is suitable. Previous grant management history is considered (if an applicant has a poor grant delivery history, additional conditions may be added should the application be successful)
- commitment to maintaining works in a condition suitable to meet its design intent for the design life
- the extent to which the project cost-effectively addresses one or more of the program stream objectives
- technical feasibility and implementation of best practice
- the immediacy of any threats
- the environmental benefit of the project.

A numerical score will be given to each application by the department's technical specialists and each member of the SAP, based on how it addresses the above criteria.

The SAP consists of a Chair and stakeholders/independent technical experts. Applications are recommended for funding by the SAP and approved under delegation by the Coordinator-General, Environment and Heritage.

Note: An application will be awarded a reduced ranking if it is not well thought out, has unclear objectives or outcomes, will only partially achieve program objectives or does not meet funding priorities.

Notification

All applicants will be notified in writing of the outcome of their application.

A reserve list is expected to be created for projects to be funded when and if additional program funds are available. The reserve list is only active until the opening of the next funding round. If a project is not activated from the reserve list before the next funding round, the applicant must reapply for the project. The reserve list will not be published, but applicants will be advised in writing of the outcome.

Instructions for completing the application process

Stream 1: Coast and estuary planning

The round is open for applications to be submitted at any time in the 2023–24 financial year.

Any application that is incomplete or ineligible will not be considered.

Streams 2 to 5: Implementing actions

Applications must be received by **5:00 pm on 31 August 2023**.

Any application that is late, incomplete or ineligible will not be considered.

2. Significant open coast hazards locations only

Introduction

Councils with a certified coastal management program (CMP) or a coastal zone management plan (CZMP) for a location listed as a significant open coast hazards location are able to apply for funding for works at any time to implement actions that cannot wait until the next funding round.

This is the final round of the program that will fund the implementation of urgent management actions in certified CZMPs or their associated sub-plans. Funding for actions in CZMPs is only available for applications submitted by 31 October 2023 and where the council accepts the funding offer, signs and returns the funding agreement by no later than 31 December 2023.

The content of this section only applies to applications seeking funding for urgent works following a significant erosion event or coastal inundation emergency at the locations listed.

This grants program is administered by the department.

Program objectives

The program supports local councils in implementing CMPs, to deliver the objects of the Act. It supports local councils in managing the coastal environment of New South Wales in a manner consistent with the principles of ecologically sustainable development for the social, cultural and economic wellbeing of the people of the state.

Eligibility

Under this stream, councils may be eligible for funding for completed or planned emergency works.

To be eligible for funding for completed works the application must be lodged within 28 days of emergency works being completed and within 3 months of a significant erosion event or coastal inundation emergency occurring.

All other applications for emergency works must be lodged within 3 months of a significant erosion event or coastal inundation event occurring and be completed within 3 years.

If the department requests additional information to support assessment of an application, this must be provided within 10 business days of the request, unless otherwise agreed by the Manager Contestable Grants – Coast and Estuary.

The following locations have been identified as having significant open coast hazards:

- Ballina Shire Council – Lennox Head
- Byron Shire Council – Belongil Beach
- Central Coast Council – Noraville
- Central Coast Council – Norah Head
- Central Coast Council – The Entrance North
- Central Coast Council – Wamberal/Terrigal
- Clarence Valley Council – Brooms Head

- Clarence Valley Council – Woolli
- Eurobodalla Shire Council – Wharf Road, Batemans Bay
- MidCoast Council – Old Bar Beach
- MidCoast Council – Winda Woppa – Jimmy’s Beach
- Newcastle City Council – Stockton Beach
- Northern Beaches Council – Bilgola
- Northern Beaches Council – Mona Vale
- Northern Beaches Council – Collaroy/Narrabeen
- Port Macquarie - Hastings Council – Lake Cathie.

Funding – objectives and priorities

Funding is to support the immediate implementation of actions identified in certified CMPs or CZMPs (a funding agreement must be in place by 31 December 2023) following a significant erosion event or coastal inundation emergency for one of the abovementioned locations.

Council must demonstrate that the action:

- is identified in a certified CZMP, Emergency Action Sub-Plan, or CMP
- will result in an overall reduction in the risk from coastal hazards in the short and/or medium term
- will deliver broad public benefit, allow public assets to be appropriately managed and has community support
- is ‘no regrets’ and enables costs to be managed sustainably into the future
- has overall environmental, social and economic benefits that outweigh the costs, based on a qualitative assessment
- has appropriate cost sharing arrangements.

Applications will be assessed on their alignment with the certified CZMP/CMP, the extent to which the actions deliver broad public benefits to the NSW community or result in beneficial outcomes for public assets. Environmental, social, cultural and economic benefits will also be considered. Funding arrangements must reflect the ‘beneficiary pays’ principle.

Projects should meet one or more of the management objectives given in the Act for a coastal vulnerability area, to:

- ensure public safety and prevent risks to human life
- mitigate current and future risk from coastal hazards
- prioritise and plan actions that support the continued functionality of essential infrastructure during and immediately after a coastal hazard emergency
- improve the resilience of coastal development and communities by improving adaptive capacity and reducing reliance on emergency responses.

Applying outside of the advertised funding round

Applications will only be considered if the works are urgent and cannot wait until the next funding round. Substantial justification must be provided as to why the works are urgent. You should speak to a regional representative of the department and the Coast and Estuary Grant Team on how to submit an application under this funding stream.

Please contact the Coast and Estuary Grant Team to discuss the process for applying for urgent funding via the online Grants Management System. Projects are not assured of funding.

What will be funded

Activities that are demonstrated to reduce the threat from coastal hazards and may include:

- design and implementation of coastal protection works. If the project includes a seawall-lined foreshore in an estuary, the council must demonstrate the environmental benefits and how the project aligns with the standards in the *Environmentally Friendly Seawalls – A guide to improving the environmental value of seawalls and seawall-lined foreshores in estuaries*
- actions to reduce current and future risk from coastal hazards
- actions to reduce the risk to public assets
- actions to reduce the liability in relation to coastal natural disasters.

What will not be funded

The following activities or costs will not be funded as they do not meet the funding objectives:

- actions that are not identified in a certified CZMP or CMP
- GST – the project cost is to exclude GST
- administration costs – all internal costs (including on-costs) associated with core activities of the applicant are ineligible for funding. An applicant's core activities include preparing study briefs, reviewing proposals and tenders, researching and copying records, attending meetings, administering contracts and grants, accounting costs and liaising with government agencies and the public
- funding for council staff to manage the delivery of the project
- non-monetary contributions as matching funds – an applicant's matching funds must be in the form of monetary contributions and cannot include in-kind, voluntary contributions or funding from other sources
- the financial co-contribution required for projects funded through other NSW or Commonwealth programs
- contingencies should not be included in the application. Project costs should be listed as accurately as possible
- projects the applicant can reasonably be expected to undertake without financial assistance from this program
- maintenance of projects once complete, including maintenance of existing infrastructure for its design life. This includes work undertaken: to keep something in proper condition, care or upkeep; to avoid something breaking down (preventative maintenance) and bringing something back to working order (corrective maintenance). Note: Only projects involving the replacement or upgrading of existing protection structures noted as a priority action in a certified CMP will be considered on their merit
- projects that are funded or eligible for funding as part of a natural disaster relief declaration
- amenity works that have no environmental benefit or projects with no direct linkage to a reduction in risk associated with coastal processes but might be located within a coastal vulnerability area such as car parking, footpaths, BBQ facilities, seating, shelters, lighting, amenity sheds, showers, toilets or activities related to surf life-saving clubs
- projects that do not demonstrate they are cost-effective for the outcomes achieved.

Funding contributions

Projects with a total project cost under \$5 million

For projects that address a documented action in a certified CMP funding is \$2 from the NSW Government for every \$1 provided by the applicant.

For projects that address a documented action in a certified CZMP, the NSW Government will contribute 50% of the project costs.

For emergency responses detailed in an Emergency Action Sub-Plan a limit of \$1 million in grant funding is available.

Project with a total project cost over \$5 million

The applicant must provide information on key beneficiaries of any works, complete a cost-benefit analysis and demonstrate appropriate cost sharing arrangements are in place before applying for funds to implement the works.

The proportion of NSW Government funding available will be determined having considered the results of distributional analysis, which is based on the cost-benefit analysis or as defined by a funding model developed and approved as part of a certified CMP/CZMP:

- The NSW Government will pay \$2 for every \$1 provided by the applicant for the portion determined to be of public benefit for documented actions in a certified CMP.
- The NSW Government will pay 50% of the portion determined to be of public benefit for documented action in a certified CZMP.

In-kind contributions cannot be used as matching contributions. The sources of the applicant's share of funds should be detailed in the application and cannot include funds received from other sources.

Projects involving coastal protection structures² on the open coast

The applicant must provide information on key beneficiaries of any works.

The proportion of NSW Government funding available for open coast protection structures is as follows:

- Where the primary beneficiaries of the work are private landholders:
 - 80% of the total project cost will be funded by the private beneficiaries
 - 20% of the total project cost will be funded by the New South Wales and local governments, in the following proportions:
 - for actions in CMPs – 13% NSW Government and 7% local government
 - for actions in CZMPs – 10% NSW Government and 10% local government.
- Where the primary beneficiaries of the work are private landholders but there are significant public assets, such as a public road, or significant public infrastructure located between residential properties and the beach, the following will apply:
 - 40% of the total project cost will be funded by the private beneficiaries
 - 60% of the total project cost will be funded by the New South Wales and local governments in the following proportions:
 - for actions in CMPs – 40% NSW Government and 20% local government
 - for actions in CZMPs – 30% NSW Government and 30% local government.

² structures to reduce the impact of coastal hazards on land, including (but not limited to) seawalls, revetments and groynes

- Where there are no private beneficiaries (i.e. works are 100% public benefit), funding is determined in line with the ratios listed above (\$2 for every \$1 for works in a certified CMP, or 50% of the portion for works in a certified CZMP).

Project implementation timeframe

Projects should be completed within 3 years of the grant offer. The Grants Management System will not allow you to apply for grants beyond a 3-year timeframe.

Funding of actions in CZMPs must be completely executable within the 3-year timeframe of the grant.

While requests for variations to projects related to certified CMPs are available, it should be noted that additional funding or time will only be considered if there are exceptional circumstances, and these will be considered on their merits and are typically capped at a maximum of 30%.

Obligations of successful applicants

Successful applicants must enter into a funding agreement that stipulates all funding obligations and conditions.

For projects that are implementing documented action in a certified CZMP, the funding agreement must be signed by the department and the council by no later than 31 December 2023 to be eligible to receive the funding being offered.

The agreement will need to be signed by the general manager (or by someone with delegated authority).

Successful applicants have 5 months from the date of offer to submit a work plan. The work plan must be based on information provided by the successful tender for the project and outline key milestones to be achieved and related claim for payments. The tender process must align with council procurement procedures/guidelines or Local Government Procurement, and deliver value for money.

Alternatively, if the work is already complete, invoices showing the actual costs incurred must be provided. Detailed descriptions of works completed under each invoiced cost must also be provided.

The project will be tracked and managed against the work plan, which must be kept current by the grant recipient, in consultation with the department throughout the funded period.

Assessment process and criteria

Applications will initially be checked to confirm eligibility and completeness.

For applications lodged following a coastal erosion or coastal inundation emergency, a rapid assessment method will be applied. The rapid assessment method will involve convening an Internal Technical Review Panel as a substitute for the external SAP.

Applications will be assessed by the department's technical specialists against the funding objectives and priorities. Applications are approved under delegation by the Coordinator-General, Environment and Heritage.

Contacts for assistance

For assistance with grant applications, contact the department's offices listed below.

Region	Telephone
Hunter/Central Coast	02 4320 4206
North East	02 8289 6318
South East	02 4224 4153
Greater Sydney	02 8837 6097

General grant administration enquiries

For general grant administration enquiries, contact the Grants Branch – Coast and Estuary on 02 9895 6494 or by email at coastalestuary.floodgrants@environment.nsw.gov.au

More information

- [Assessing estuary ecosystem health: Sampling, data analysis, and reporting protocols](#)
- [Coastal Dune Management – A Manual of Coastal Dune Management and Rehabilitation Techniques](#)
- [Coastal Management Act 2016](#)
- [Coastal Management Manual](#)
- [Coastal management toolkit](#)
- [Environmentally Friendly Seawalls – A guide to improving the environmental value of seawalls and seawall-lined foreshores in estuaries](#)
- [Grants Management System](#)
- [Guidelines for using cost-benefit analysis to assess coastal management options](#)