

Riverbank Funding

2025-26 Guidelines



Department of **Biodiversity,
Conservation and Attractions**



Contents

Overview.....	3
Part 1: Managing the Swan and Canning River foreshores	3
Focus on issues, outcomes and priorities	3
EOI process.....	4
Part 2: Items and activities funded	5
The applicant.....	6
The project	6
The Expression of Interest (EOI)	7
Part 4: EOI assessment	8
Assessment criteria	8
Part 5: Other considerations	14
Budgetary requirements	14
DBCA statutory approvals	14
Consultation with Traditional Owners	14
Part 6: Lodging your application	15
Documentation.....	15
Where and when to submit your EOI	15
Part 7: Next Steps.....	16
Acknowledgement of receipt of applications	16
Selection and project development process	16
Notification of Riverbank Funding decisions	16
Media protocol	16
Who to contact if you need further help	17
APPENDIX 1: Examples of budget breakdowns for various projects.....	18
APPENDIX 2: Media protocol	21
APPENDIX 3: How to Access Riverbank Datasets	24

Overview

The Department of Biodiversity, Conservation and Attractions (DBCA) is calling for Expressions of Interest (EOI) for Riverbank Funding. Riverbank projects will be funded to protect and enhance the shoreline, riverbanks, native vegetation and habitat of the Swan and Canning rivers.

These guidelines are intended to assist public land managers in the Swan Canning Riverpark (Riverpark) to prepare EOIs for the 2025-26 funding round.

Part 1: Managing the Swan and Canning River foreshores

The *Swan and Canning Rivers Management Act 2006* (SCRM Act) establishes the Swan Canning Riverpark (the Riverpark) and places the care, control and management of the River reserve with the Swan River Trust and enables DBCA to undertake planning and management functions relating to the River reserve and Riverpark.

The Riverpark consists of the waterways of the Swan, Canning, Helena and Southern rivers and the adjacent public land reserved as regional open space. Private property is not included in the Riverpark. DBCA is responsible for the waterways and has shared responsibility for the Riverpark shoreline in conjunction with the local or State government land manager under which the land is vested.

Since 2002 the WA Government has supported local and State government agencies to undertake foreshore protection and rehabilitation projects in the Riverpark through DBCA's Riverbank Program.

A key delivery mechanism for shoreline management, the Program administers Riverbank Funding and provides technical support, undertakes foreshore condition assessments and builds capacity of foreshore land managers.

Investment is guided by the Riverbank Dataset, a multi-year program of river-wide condition assessments of foreshore assets such as built assets, natural shorelines, riparian ecology and amenity. These assessments improve understanding of the system by describing foreshores, their pressures and condition; defining responses for management; and identifying priority areas for action.

Focus on issues, outcomes and priorities

The Riverpark includes of 330km of built or natural foreshores which provide important public amenity and support a range of ecological process vital for the health and function of the waterways. These foreshores face a range of threats such as development pressure, climate change, flooding, erosion and human use. There are large areas of the Riverpark that need protection and investment.

Currently the Swan and Canning rivers foreshores consist of 330km of built or natural shoreline. As of 2024:

- \$163 million worth of built shorelines require renewal and upgrade in the coming 20 years¹;
- 33kms of natural shoreline are in poor or very poor condition; and

¹ Department of Biodiversity, Conservation and Attractions, 2023, *Draft Swan and Canning Riverpark Built Foreshore Assets Asset Management Plan*. Prepared by Rivers and Estuaries Branch

- Over 20 per cent of public reserves provide only very poor to moderate useability.

If the health and amenity values of the Swan and Canning river system are to be maintained and improved these issues need to be addressed. The Riverbank Program aims to do this through three broad objectives:

- To protect and enhance the Riverpark shorelines to mitigate threats to environmental, recreational, aesthetic or cultural values;
- To protect, enhance and manage fringing native vegetation and habitat; and
- To improve enjoyment of the foreshore by addressing risk to public amenity values, infrastructure and the environment.

By working to achieve these objectives DBCA aims to significantly improve shoreline condition and reduce the impact of threatening processes on biodiversity, infrastructure and cultural and social amenity values.

The Riverbank Program invites EOIs for activities that deliver investments against these objectives. There are large areas of foreshore in need of protection and investment.

EOI process

Applying for Riverbank Funding 2025-26 is a competitive process. Eligible land managers are invited to submit an EOI for projects which address foreshore issues. The Riverbank Program will assess EOIs against eligibility criteria. Eligible projects will then be ranked by the total score given by the assessment panel.

Conditional endorsement will be given to successful EOI projects and provision of funds subject to the establishment of an agreed Collaborative Arrangement (CA) or Memorandum of Understanding (MoU). It is through the establishment of these agreements that the final project details, including a project schedule, reporting requirements and detailed budget arrangements will be negotiated.

Part 2: Items and activities funded

Funding is available for a wide range of foreshore rehabilitation and protection activities. Please consider the following points when preparing your EOI:

- There is no limit on the proposed project size, but applicants must be able to match the request for Riverbank funds. The Swan Canning Waterways Branch Manager will consider equity of investment across the Riverpark.
- Applicants can apply for up to 50 per cent of the cost to undertake on-ground foreshore rehabilitation. Applicants can also apply for foreshore planning and design activities such as the creation of foreshore management plans or master plans, site assessments and community consultation, including consultation with Traditional Owners.
- Applicants are not restricted to submitting a single application for any single funding round.
- A single payment of funds will be made for a period (typically a year) as outlined in the agreed funding arrangement. Receipt of funding carries no assurance of continued funding in subsequent years.

The following items are considered ineligible for funding:

- Employing staff (wages or salary);
- Training courses;
- Purchase of tools and equipment;
- Projects on private property;
- Restoration and rehabilitation of buildings;
- Infrastructure such as jetties and boat ramps;
- Capital equipment purchases; and
- Projects that fund devolved grants, that is a grant requested by one party with the purpose of distributing as a grant to other parties.

Applicants may not seek staff wages through Riverbank Funding; however wages may be included in the partner contribution for funding. Applicants can put officer labour toward their contribution for funding as 'in-kind' support at a rate of \$90/hr per officer.

Volunteer hours can also contribute to 'in kind' support at \$50/hr per adult volunteer and \$20/hr children (school age) volunteer and.

Retrospective Funding

Riverbank will not fund activities retrospectively.

Part 3: Applying for Riverbank Funding (eligibility criteria)

To be eligible for Riverbank Funding the applicant, the project and the EOI must meet certain requirements.

The applicant

Must:

- Be a State or local government land manager responsible for the proposed project site. Partnership projects with community groups are encouraged;
- Be able to match requested funding. Matching contributions can be either cash or in-kind and include contributions from numerous project partners, including community involvement; and
- Have acquitted any previous Riverbank Funding project as required by the documented CA or MoU. Failure to do so may result in the refusal to consider any new EOIs.

Must not:

- Be a private landholder or community group. Applications received directly from community groups or individuals will not be considered.; or
- Request funding beyond the applicant's capacity to match.

The project

Must:

- Be consistent with the objectives of the Riverbank Program and contribute to improving the condition of shorelines and reducing the impact of threatening processes on biodiversity, infrastructure, cultural and/or social amenity values;
- Be aimed at achieving or planning for on-ground works. Includes master planning, concept development, foreshore management plans and detailed designs, which will lead to on-ground works;
- Be in line with best practice for foreshore stabilisation or supported by advice from a coastal engineer; and
- Be located within the Riverpark.

Must not:

- Be for the construction of recreational infrastructure or for public amenities, which do not provide an environmental outcome. Note: infrastructure and amenities such as fishing platforms, pathways, ramps etc. that can demonstrate or combine with an environmental outcome (shoreline or vegetation protection) would be eligible;
- Be a devolved grant project. That is a grant requested by one party with the purpose of distributing as a grant to other parties;
- Be primarily aimed at beautification or improving an amenity without significant environmental outcomes for the foreshore; or
- Be for staff salaries or wages.

The Expression of Interest (EOI)

Must:

- Be made by completing and submitting an EOI form for the 2025-26 financial year by the **closing date of 4pm 18 April 2025**. No additional material will be accepted after the closing date. Please note: funding allocations will be made to successful projects based on the information provided by you in the proposed project budget;
- Address all assessment criteria;
- Be clear and legible. It is important that requested details can be clearly sourced from your submitted EOI; and
- Be signed by a Senior Officer/Chief Executive Officer.

Unless your application satisfies all the above conditions, it will not be considered by the Riverbank Funding assessment panel.

Part 4: EOI assessment

Riverbank Funding is highly competitive with the requests for funding consistently greater than the funds available.

Completed EOIs will be assessed by a panel of officers from DBCA's Swan Canning Waterways Branch and may include one outside party. The panel will assess the merit of your proposal using the assessment criteria outlined below.

It is critical that you provide sufficient information to enable an adequate assessment of your proposed project. You are responsible for the accuracy of all information submitted.

Assessment criteria

EOIs for funding will be assessed using the following criteria. All assessment criteria should be addressed in the EOI. The information provided below is a guide to completing the EOI form.

CRITERION 1: The project is feasible, technically sound and achievable

What this means

Effective foreshore management requires that proposed projects are suitable for the location and range of issues it seeks to address. A project needs to be planned in a way that the activities will achieve the desired objectives within a proposed timeframe. The project proposal needs to show how its objectives will meet or contribute to the Riverbank Program objectives and outcomes. Please see the definitions of these terms in the Notes section below.

We will consider:

- How effectively the proposed activities are expected to address identified degradation issues and achieve objectives and outcomes;
- If risk factors that have the potential to jeopardise the achievement of proposed outcomes have been adequately addressed;
- If time frames are feasible for achieving proposed objectives; and
- Whether best management practice or innovative solutions are being employed.

What to include when completing your application form:

- Details of your proposed project including:
 - issues being addressed;
 - objectives and expected outcomes;
 - approach;
 - estimated timeframe for activities (example template only provided, please adjust to meet project needs); and
 - who will be involved.
- When describing project activities, objectives and outcomes for a staged project, please describe what will be achieved in the stage you are seeking

funding for rather than in subsequent stages. For example, detailed designs will enable procurement for construction, rather than foreshore protection.

- When addressing risk factors for a staged project, please address the risks that will be encountered in the stage you are seeking funding for. If your project is still in the planning or design stage, the risk management and mitigation need to apply to these processes.
- Details of any technical advice sought from parties external to your organisation that supports the feasibility and technical validity of the project;
- A description of key risks to the success of the project and how you plan to address these, including acceptance of the potential for increased fire risk (where applicable); and
- Inclusion of a project map is essential for your application and allows the scope of the project to be better assessed. It is important maps include an:
 - accurate scale;
 - outline of the proposed project boundary; and
 - indication of the extent of proposed works e.g. bank contouring, revegetation etc.

NOTES:

- For projects involving multiple sites over a large area, a reference map showing the spatial relationship between sites should also be included.
- If the application is for capital works projects, applicants must demonstrate that proposed capital works have been properly evaluated, planned, designed and documented. If the application is for planning work intended to lead to capital works, there must be adequate justification for the project and an indication of the expected outcomes on completion.
- It is expected that large projects may need to be broken down into manageable stages for implementation across more than one year. Where applicable, this should be identified. Some indication of the total expected project duration and cost should be provided.
- Funding allocations will only be approved for a single project stage and will be provided as a single payment for a one-year period, effective from the date of receipt. Receipt of funding carries no assurance of continued funding in subsequent years. However, the Riverbank Program will consider previous investment in its assessment of Criterion 2.
- A description and proof of any collaboration with neighbouring land managers to foster cross boundary management of broader issues should also be provided.
- Definitions²:
 - **Objectives** – Intended result contributing to physical, financial, institutional, social, environmental, or other benefits to a society, community, or group of people via one or more projects.
 - **Activities** – Actions taken or work performed through which inputs, such as funds and other types of resources, are mobilised to produce specific outputs, Activities define ‘what we do’ in our everyday work within a program.

² Markiewicz, A. & Patrick, I. (2016). Developing Monitoring and Evaluation Frameworks, Thousand Oaks, CA.

- **Outcomes** – The likely or achieved short-term and medium-term effects of a project’s outputs. Immediate to intermediate changes in behaviour or actions related to the effect or influence or the project activities and outputs, and in fulfillment of the project purpose. It includes the identification of unintended or unwanted outcomes.

CRITERION 2: There is a demonstrated need for the project

What this means

It is important to justify why your project should be funded.

We will consider:

- Whether the project is considered to be a priority and to what extent it contributes to improving shoreline condition and reducing the impact of threatening processes on biodiversity, infrastructure and cultural and/or social amenity values;
- Whether your project aligns with the DBCA Draft Locality Plan for your area. Please refer the Draft Locality Plans located on the [DBCA website](#) and ensure you include details on *how* the project aligns with specific recommendations of the Plan; and
- Whether the project aligns with recommendations and priorities of river-wide condition assessments of foreshore assets and services, including the Riverbank Datasets;
 - Please access the Riverbank Datasets for Built 2022, Shoreline 2023, Riparian Ecology 2019, and Amenity 2021. Please reference:
 - www.data.wa.gov.au
 - Riverbank Funding EOI form 2025-26; and
 - How to Access Riverbank Datasets (Appendix 3).
- How the project will contribute to implementation of a recognised foreshore management plan or master plan; and
- Whether the project is an additional stage of an existing Riverbank project.

What to include when completing your application form:

- A description of how your project will contribute to the Riverbank Program objectives and outcomes;
- A description of any environmental, use or amenity issues to be addressed;
- Relevant data values from the Riverbank Datasets (see Appendix 3 for more information);
- Details on the alignment of your project with current management plans. For clarity, it is suggested that this information is presented in tabular form, for example:

No	Plan title	Plan element	How project contributes
1			
2			
3			

- A statement of progress (NOTE: only for projects that are an additional stage of an existing Riverbank project).

CRITERION 3: Project represents good value for money

What this means

Riverbank seeks to fund projects that are collaborative, will lead to long-term results and are cost-effective in achieving desired outcomes.

We will consider:

- Whether the proposed budget appears appropriate for achieving the project's desired objectives;
- The proportion of funds from various sources that will contribute to the project (e.g. in kind, officer time, financial contribution); and
- The appropriateness of the relative budget components requested, including:
 - revegetation;
 - bank contouring;
 - public infrastructure;
 - built structure construction or repair;
 - professional services;
 - other services and contracts;
 - communications;
 - staffing; and
 - audit costs.

What to include when completing your application form:

- Budget estimates to achieve the project, including contributions from the applicant, partners and request from the Riverbank Program;
- A statement on risks of not undertaking the proposed works and likely future financial implications; and
- Signed attachments that confirm partnership arrangements and/or commitments made by other organisations.

CRITERION 4: The applicant commits to maintaining the project post project completion

If applying for funds for the development of **master plans, concept plans, foreshore management plans or detailed designs**, please provide details of how the **plan** will address medium and long-term maintenance (e.g. maintenance plan and life-cycle cost assessments incorporated into plan).

If applying for funds for the implementation of **on-ground works**, please provide details of how medium and long-term maintenance requirements will be addressed post project completion.

What this means

Recipients of funding must commit to maintaining the project and be able to demonstrate that both the short and long-term management of the project site has been considered.

We will consider:

The adequacy of the proposed long-term maintenance plan; and

Whether the organisation has allocated appropriate budget to fund the maintenance.

What to include when completing your application form:

Details on how the project site will be maintained and managed post project completion;

Details on the budget allocated for maintenance and management of the project site into the future; and

Existing monitoring and maintenance reports for projects that are an extension of existing Riverbank projects.

CRITERION 5: The applicant commits to evaluating the success of the project in achieving proposed outcomes

If applying for funds for the development of **master plans, concept plans, foreshore management plans, or detailed designs**, please provide details of how the **plan** will address project evaluation/monitoring (e.g. include a chapter on project monitoring and evaluation within plan).

If applying for funds for the implementation of **on-ground works**, please provide details of the project will be monitored and evaluated.

What this means

Riverbank funded projects must lead to measurable outcomes. The project should be monitored over time to observe, measure and record changes. Monitoring data can then be used to assess whether project objectives have been met.

We will consider:

The adequacy of the proposed approach to monitor and evaluate the project outcomes; and

The methods of communicating the results of the evaluation for potential use in future projects.

What to include when completing your application form:

A description of how you plan to monitor, evaluate and report the success of the project in achieving its outcomes. This could be presented in tabular form, for example:

Objective	Outcome	Measurement	Reporting

and;

Existing monitoring and maintenance reports for projects that are an extension of existing Riverbank projects.

NOTE:

[Water Note \(WN28\) Monitoring and evaluating river restoration works](#)³ provides a useful reference.

CRITERION 6: Potential for the project to engage or protect community interest in the river and its management

What this means

The Riverbank Program values projects that involve community engagement. We are looking for projects that value add to on-ground works by including community engagement or promotional activities that will raise community awareness of foreshore management issues.

The opportunity for engagement and support should be considered and communicated in your EOI particularly where recreational values are high, or a project seeks to address issues of community usage and public amenity. Details of consultation with Traditional Owners and engagement should be included here.

We will consider:

- The level of community involvement in the project and the range of interest groups involved;
- How the project will be promoted in the wider community; and
- The direct community benefits of the project (e.g. if the project is in a high public use area).

What to include when completing your application form:

- A description of the extent of community participation already in the project or activities for proposed engagement, including details on the range of interest groups involved;
- Details of current or intended consultation and engagement with Traditional Owners;
- A description of any promotional or awareness raising activities proposed for the project;
- A description of how information about the progress of the project will be made available, both within your organisation and in the broader community; and
- A description of public use of the area or adjacent areas.

³ Water and Rivers Commission (2002), *Monitoring and evaluating river restoration works*. Water Note WN28. Water and Rivers Commission, Perth

Part 5: Other considerations

Budgetary requirements

Project applicants are expected to provide indicative budgets. Quotes for any consultant's fees, where available, should be included with the application form.

When calculating the costs for your proposed project, please ensure that you exclude the GST component for all items. Project budgets should indicate the estimated total value of the project and any partnership contributions.

Please note that cost sharing arrangements allow:

- Up to 50 per cent of the total project cost to be requested from Riverbank Funding; and
- Funds available to local or State government agencies and community from other sources to be considered as part of the partnership contribution. Evidence of the availability of matching funds must be provided.

Projects endorsed for Riverbank Funding will not be eligible for concurrent funding under the Community Rivercare Grants or the Swan Alcoa Landcare Program (SALP).

Different elements of a project may be eligible to receive funding through Riverbank and Swan Canning Riverpark Urban Forest (SCRUF) funding concurrently. Early discussions with Riverbank and SCRUF officers are recommended.

Examples of various project budget breakdowns are provided in Appendix 1.

DBCA statutory approvals

Proposed works may require a permit or development approval under the SCRM Act or associated Regulations. Statutory approval requirements should be established as early as possible.

Project applicants should refer to the [Swan and Canning Riverpark permits, planning and development](#) section of the DBCA website for clarification of approvals required for their proposed works.

Queries can be directed to the Statutory Assessments Unit by emailing rivers.planning@dbca.wa.gov.au or calling 9278 0900.

Statutory approval for proposed projects is a separate process to funding assessment and allocation and must be addressed through the formal process.

Consultation with Traditional Owners

Consultation with the traditional owners is an important part of any environmental project and is the responsibility of the project partner. The Whadjuk Aboriginal Corporation represents the Whadjuk people, the native title holders of the Perth metropolitan region, and is the organisation to contact regarding appropriate engagement.

The Swan and Canning Rivers are registered sites under the *Aboriginal Heritage Act 1972*. The Act protects and manages Aboriginal Heritage by requiring approval for activities that may cause harm. The onus is on the project partner to check for Aboriginal Heritage and allocate adequate time and resources for appropriate authorisation. Further guidance can be found on the DPLH Website.

Part 6: Lodging your application

Documentation

Applications must be made by completing a Riverbank Funding 2025-26 EOI Form. The form can be downloaded from the [DBCA website](#) by contacting a Riverbank officer.

All questions should be answered on the EOI form without altering the document format. However, responses to criteria are not space restricted, please include as much information as you feel is necessary to adequately address each criterion. All attachments must be clearly labelled when submitting your EOI.

EOI forms must be signed by a Senior Officer/Chief Executive Officer before being submitted for consideration.

If posting or hand-delivering an EOI, please provide a single unbound copy. Emailed applications will be accepted provided you email the entire application including all attachments. If you are unable to email your entire application, including attachments, please use post or hand-deliver.

Where and when to submit your EOI

<p>Post to:</p> <p>Riverbank Funding Swan Canning Waterways Branch Department of Biodiversity, Conservation and Attractions Locked Bag 104 Bentley Delivery Centre WA 6983</p>	<p>Hand deliver to:</p> <p>Reception Department of Biodiversity, Conservation and Attractions 17 Dick Perry Avenue Technology Park Western Precinct Kensington WA 6151</p>	<p>E-mail to:</p> <p>riverbank@dbca.wa.gov.au</p>
---	---	--

Applications must be received by the Riverbank Program by:

Closing date: 4pm, Friday 18 April 2025

Part 7: Next Steps

Acknowledgement of receipt of applications

Acknowledgement of the receipt of your application will occur via email within two working days. This confirmation will include a unique reference number, which should be used for all future correspondence with the Riverbank Program. If you do not receive acknowledgement within two days, please contact a Riverbank Officer on 9278 0900.

Selection and project development process

The selection and project development process for Riverbank projects will be conducted in two stages.

Stage One

EOIs will initially be assessed against eligibility criteria. Eligible projects will then be ranked by the total score given by the assessment panel who will consider each proposal's merit against the assessment criteria. The panel will make recommendations to the Director General of DBCA including conditional budget allocations. Please note: successful projects may not be allocated the full amount requested and may be subject to conditions of funding, these conditions will be further negotiated through Stage Two.

Stage Two

Approved projects will be further negotiated and developed in partnership with Riverbank officers. Project details, including project milestones, timeframes and agreed funding allocation, form the basis for the establishment of a CA/MoU between the recipient and DBCA. As a result of this process, it is possible that individual projects will receive less funding than was conditionally approved, however it is highly unlikely that a project would receive more.

Milestones, timeframes and budgets are negotiated between DBCA and project partners for each project and are included as an attachment to the CA/MoU. Milestones are to be achievable and measurable objectives of the project as described in the EOI. The Schedule will also include due dates for reporting and media releases.

Once the CA/MoU has been signed by both parties, funds can be disbursed.

Notification of Riverbank Funding decisions

It is expected that applicants will be advised of assessment outcomes following the announcement of the State budget. Successful projects will be notified of the conditional funding allocation approved for their project. This funding will be approved on completion of Stage Two of the funding process.

Unsuccessful applicants will be notified in writing and will have the opportunity to receive feedback on their application by contacting the Riverbank Program.

Decisions by DBCA are final. There is no appeals process.

Media protocol

Riverbank projects are collaborative partnerships, and it is a condition of funding that all communication activities are shared equally between DBCA and the funding recipient. More information is provided as Appendix 2.

Who to contact if you need further help

If you require help with your EOI please contact a Riverbank officer by phone on 9278 0900, or by email at <mailto:riverbank@dbca.wa.gov.au>

APPENDIX 1: Examples of budget breakdowns for various projects

a) Detailed designs

Description	Applicant cash contribution	Applicant in kind contribution	Riverbank funding	Total
Concept	\$ 8,090		\$ 8,090	\$16,180
Detailed design	\$ 2,120		\$ 2,120	\$ 4,240
Technical specifications	\$ 1,800		\$ 1,800	\$ 3,600
Construction drawings	\$ 3,430		\$ 3,430	\$ 6,860
Professional services (Section 18) <i>NB: Estimate only</i>	\$15,000		\$15,000	\$30,000
Staffing (XX hrs @90 per hour)		\$6,375	\$0	\$1,900
TOTAL	\$30,440	\$6,375	\$30,440	\$67,255

b) Detailed designs and a management plan

Description	Applicant cash contribution	Applicant in kind contribution	Riverbank funding	Total
Site analysis	\$2,895		\$3,560	\$6,455
Community and stakeholder engagement	\$14,310		\$17,625	\$31,935
Issues determined and options considered	\$4,225		\$5,200	\$9,425
Recommended foreshore management plan	\$4,080		\$5,020	\$9,100
Detailed design of foreshore treatment	\$6,420		\$7,900	\$14,320
Staffing (XX @ \$90 per hour)		\$6,375	\$0	\$6,375
Audit costs	\$1,000			\$1,000
TOTAL	\$32,930	\$6,375	\$39,305	\$78,610

c) Revegetation works

Description	Applicant cash contribution	Applicant in kind contribution	Riverbank funding	Total
Revegetation (XX plants @ \$X.XX each)			\$18,000	\$18,000
Weed control	\$9,162	\$2,464	\$14,894	\$26,520
Fencing	\$3,400		\$10,700	\$14,100
Communications	\$1,400			\$1,400
Staffing (XX @ \$90 per hour)	\$1,250	\$20,000		\$21,250
Audit costs	\$200			\$200
Adult volunteer labour (XX @ \$50hr)		\$11,000	\$0	\$11,016
TOTAL	\$15,412	\$33,480	\$43,594	\$92,486

d) Stabilisation and revegetation works

Description	Applicant cash contribution	Applicant in kind contribution	Riverbank funding	Total
120 x sedge bags supplied and installed	\$8,000		\$8,000	\$16,000
Construction of XX m revetment (\$XX per linear m)	\$102,000		\$102,000	\$204,000
20 x large tree supplied and installed	\$2,500		\$2,500	\$5,000
Mobilisation			\$20,000	\$20,000
Project management	\$15,000		\$15,000	\$30,000
Fly ash management	\$20,000		\$20,000	\$40,000
Contingency	\$20,000			\$20,000
TOTAL	\$167,500		\$167,500	\$335,000

APPENDIX 2: Media protocol

RIVERBANK COMMUNICATION GUIDELINES

Acknowledgement of the Department of Biodiversity, Conservation and Attractions

Riverbank projects are collaborative partnerships. It is a condition of funding that all communications activities are equally shared between DBCA and the land manager.

Section 8.1 of the CA signed by the department and land manager states that:

- (a) Any communication activity, including: presentations, publications, signage, articles, newsletters or other literary works relating to the Project or its activities, shall give representation to the Parties in the display of logos and party names.
- (b) The respective roles of the department and the land manager must be acknowledged at relevant forums, conferences and project launches where the Project is promoted.
- (c) The requirements in (a) and (b) will be subject to clause 8.3 and will not apply to the extent that a Party requests that its name or logo not be used for a particular communication activity.

Before engaging in any of the above-mentioned activities, the land manager's media representative must first contact the department's Public Information and Corporate Affairs (PICA) manager on (08) 9219 9999.

Media releases

Media releases are a great way to attract favourable attention to Riverbank projects. It is a condition of the CA or MoU that at least one joint media statement is released during the life of the project.

Section 8.3 of the CA states that:

- (a) The department and the land manager shall coordinate joint communications when dealing with the media and shared stakeholders on issue/s of mutual concern, including circulating draft media statements between the Parties for comment.
- (b) Both parties agree to publicise project milestones and outcomes in a joint, coordinated manner that allows them to brief their respective internal stakeholders prior to information being released to the public.
- (c) The land manager will not issue media releases, participate in media interviews, provide information to the media or engage in social media activity on any aspect of the project unless prior written approval (via email) is provided by the department or its delegate(s) no less than three working days, prior to any such project-related information entering the public arena. For urgent matters, if agreed by the department, approval may be provided with less than three days' notice.

The best time to issue a media release is when a major project milestone is reached, for example completion of river walling; or following community involvement in the project such as a community planting day.

It is up to both parties to identify opportunities to attract media coverage or promote the project through other avenues.

Joint releases should include a banner with both the department and land manager logo, and media contacts for both agencies.

For further help in generating a joint media release, please contact PICA as above.

Use of Logos

DBCA's logo and State Coat of Arms must appear prominently in publications produced by partner organisations to acknowledge DBCA involvement.

The preferred format of the WA State Government Badge, department name and symbol are shown below. However please contact DBCA prior to use of the logos to ensure you are using the most current version.



Department of **Biodiversity,
Conservation and Attractions**



The elements that make up the department logo must not be altered.

For advice on logo size, colour and variations, please contact a PICA publications officer on (08) 9219 9999.

APPENDIX 3: How to Access Riverbank Datasets

HOW TO ACCESS RIVERBANK DATASETS

- Built 2022
- Natural Shorelines 2023
- Riparian Ecology 2019
- Amenity 2021

Existing Local Government SLIP Users have already been given access to the data. This 'how to' guide provides step-by step instructions on how to search, download and interrogate the above listed datasets.

FINDING THE DATA

Local Government users can now access DBCA datasets that are restricted to use by LGAs, via the Shared Location Information Platform (SLIP).

The current LGA-only datasets are available at these links:

[Swan Canning Riverpark Built Foreshores 2022 \(DBCA-065\)](#)

[Swan Canning Riparian Ecology Foreshores 2019 \(DBCA-066\)](#)

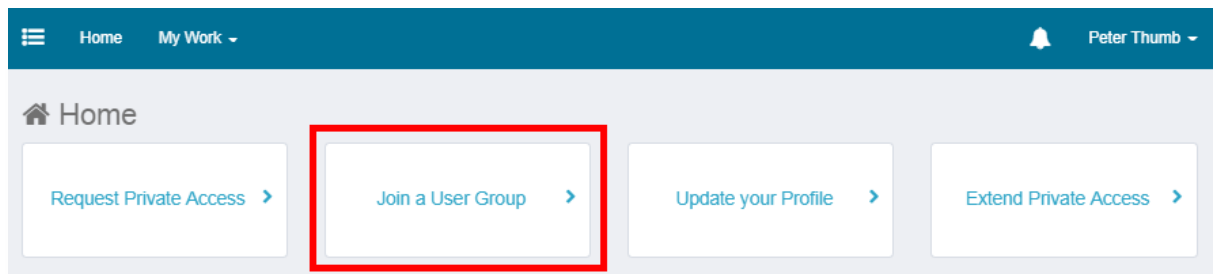
[Swan Canning Riverpark Natural Foreshores 2023 \(DBCA-079\)](#)


[Swan Canning Foreshore Useability 2021 \(DBCA-068\)](#)

JOINING SLIP AND USER GROUPS

It takes just a few steps to join your user group. If you haven't done so yet, you'll need to [create a SLIP login](#).

1. [Login](#) to your SLIP profile. Select **Join a User Group**.



2. In the **Search Access** bar, enter the name of your LGA. Select the magnifying glass  or press **Enter**.

The screenshot shows the top navigation bar with 'Home' and 'My Work' menus, and a user profile 'Peter Thumb'. Below is the 'Manage My Access' section with three tabs: 'Add Access', 'My Access', and 'Review'. A search bar contains the text 'test group' and a magnifying glass icon. Below the search bar, it says 'Showing 1-2 of 2' and has a 'Filters' button. A single result is visible: 'SI IP Ora Group Test' with a checkmark icon.

3. Select the checkmark ✓ beside your LGA’s user group—the checkmark will turn green. Select the checkmark again to undo.

This screenshot shows the 'Manage My Access' interface with two items listed. The first item is 'SLIP Org Group Test' with a grey checkmark. The second item is 'Organisation - Test Group' with a green checkmark, which is highlighted by a red box. Below each item is a description field and a 'Type' field. The 'Organisation - Test Group' item has a description 'This is some description' and a type 'SLIP Org Groups' with an owner 'Organisation - Test Group Owner Workgroup'. A green 'Add 1' button is visible at the top left, and 'Showing 1-2 of 2' and 'Filters' are at the top right.

4. Select **Review**. If you’ve selected the wrong user group by accident, you can clear it by selecting the cross ✕ beside the user group.

This screenshot shows the 'Manage My Access' interface with the 'Review' tab selected, highlighted by a red box. The 'Add Access' tab has a green notification badge with the number '1'. Below the tabs, there is a list of user groups. The first item is 'Organisation - Test Group' with a grey 'x' icon, indicating it is selected for review. There are also icons for a calendar and a chat bubble next to it. Below the group name is a description field and a 'Type' field with the same details as in the previous screenshot.

5. Select **Submit**.

You'll receive an email confirming that your request was submitted. Once the group owner has reviewed your request, you'll receive an email letting you know it was accepted.

If you're having any trouble logging into SLIP, can't see your user group, or you aren't sure if your group owner is up to date, please contact BusinessSolutions@landgate.wa.gov.au or phone (08) 9273 7683 for assistance.

DOWNLOADING THE DATA

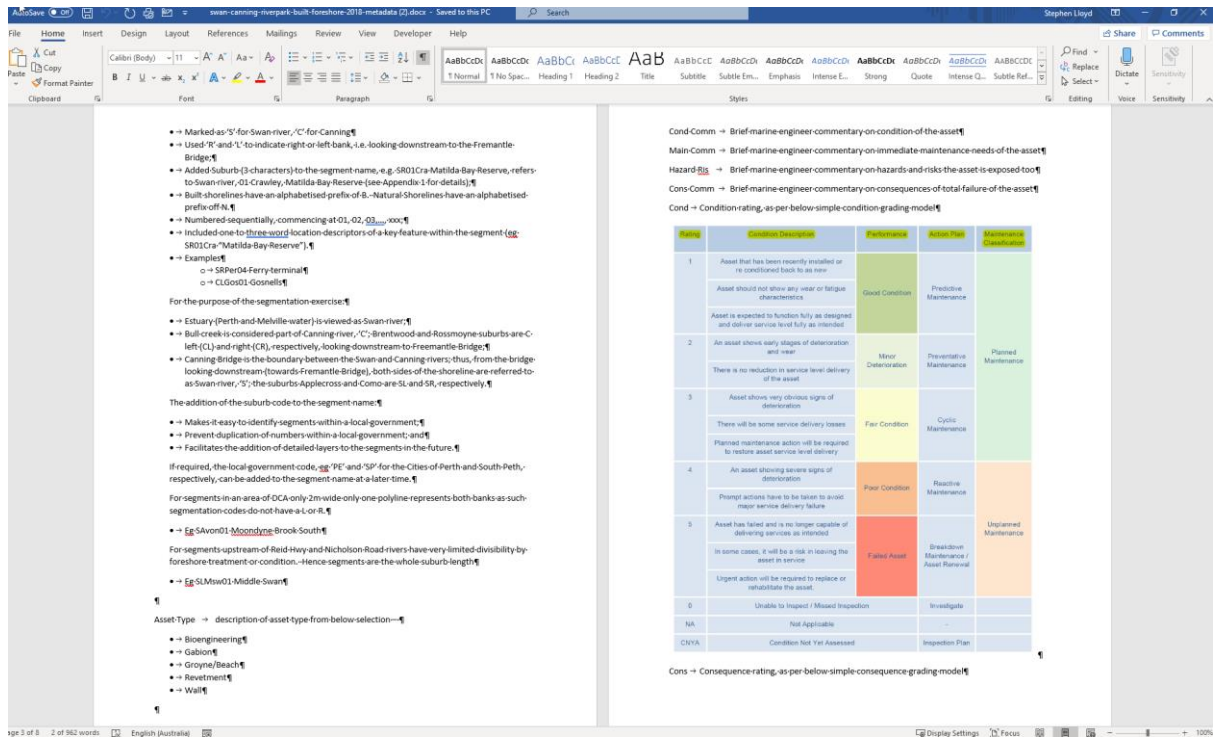
To locate the metadata simply scroll down to the metadata icon and select to download.

To locate your preferred web service API or download format, simply scroll down and look for the red Government Use Only padlocks.

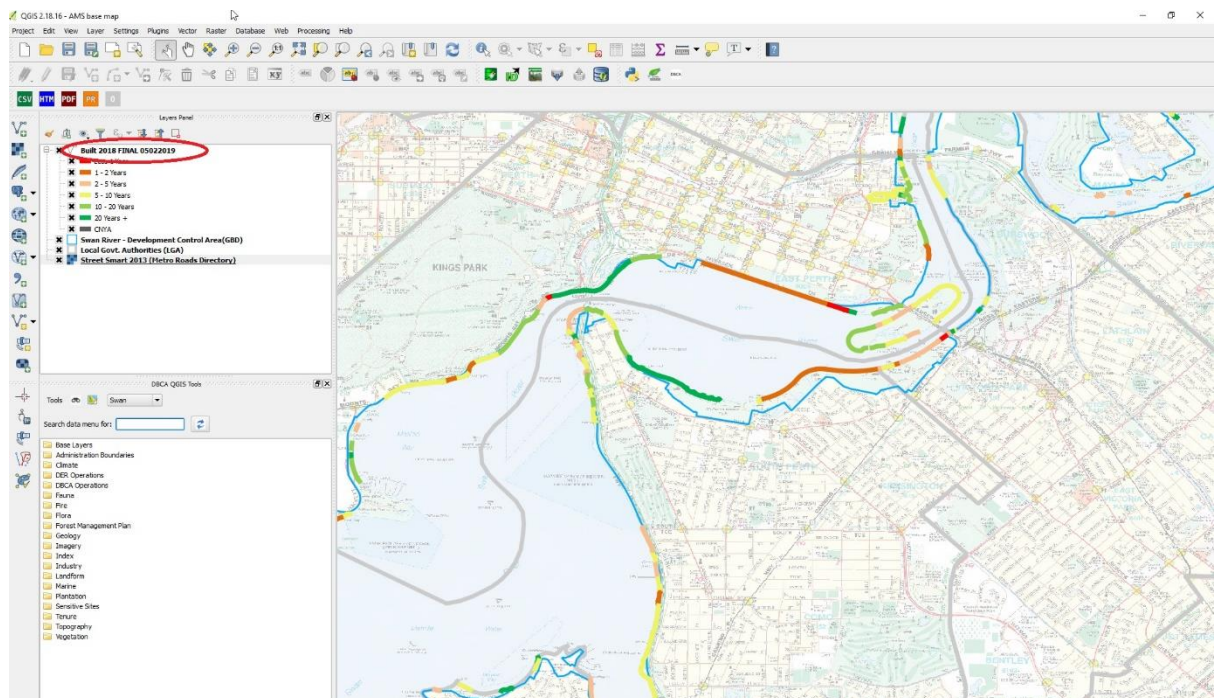
These APIs and downloads will work for any Local Government SLIP user who has joined their LGA's user group.

INTERROGATING THE DATA

1. Review downloaded Metadata

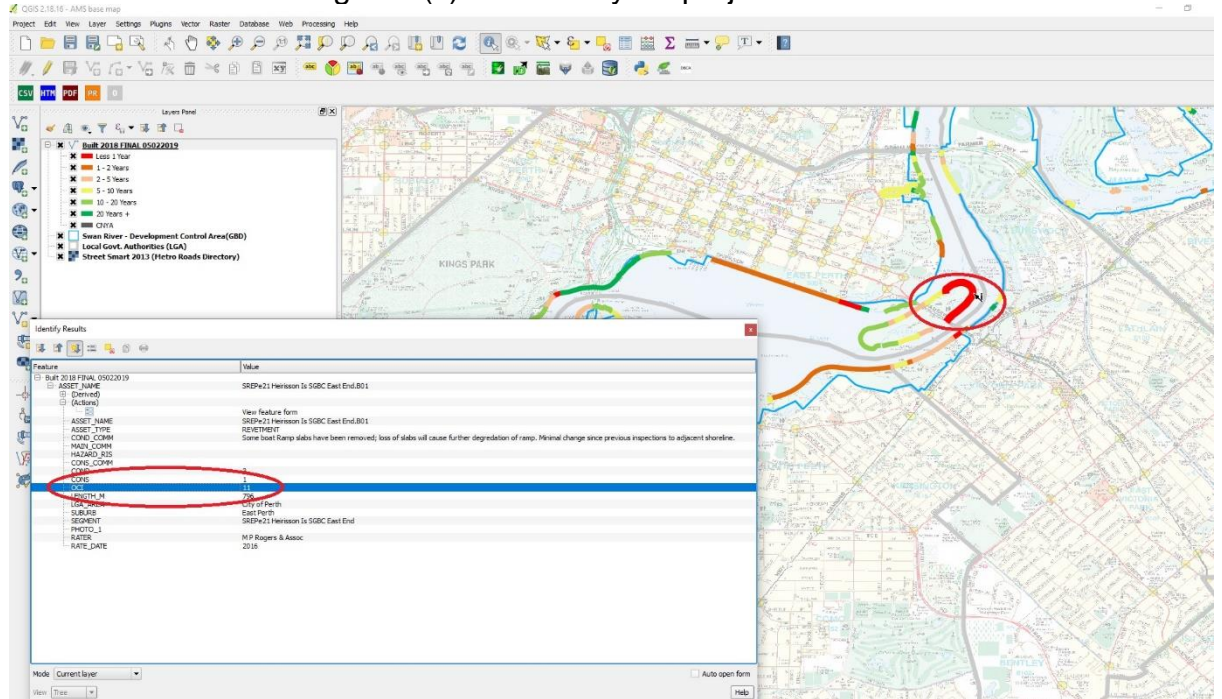


2. Open data in selected format



Tip: You can search for a particular site geographically in the map,

3. Select foreshore segment(s) related to your project site.



4. Take note of the Overall Condition Index score and other pertinent information. This will form part of how your application is assessed under Criteria 2: There is a demonstrated need for the project; Question 2: The project aligns with priority areas or issues in the river-wide assessment

Please feel free to review all four data sets, in particular which locations within your local government area have the highest Overall Condition Index score, against each of the four themes assessed.

- Built 2022
- Natural Shorelines 2023
- Riparian Ecology 2019
- Amenity 2021

Tip: There is a common field in all the layers called local_government_area which can be used as a simple filter to identify all assets in each layer within your Local Government Area.

Should you have any difficulty interpreting the data please contact a Riverbank Officer on 9278 0900, or riverbank@dbca.wa.gov.au.