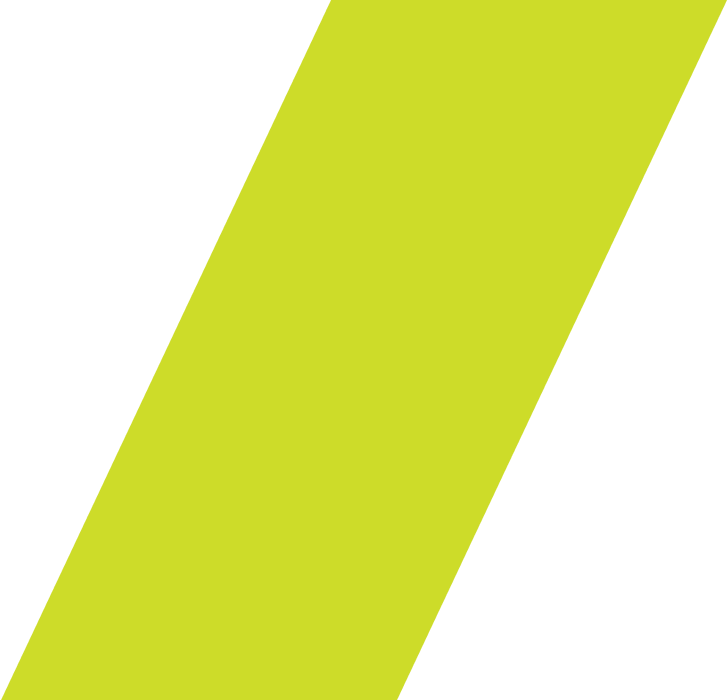
Coastcare Victoria Summer By The Sea Grants - 2026 FAQs

Updated 23 September 2025





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This document (Frequently Asked Questions) may be updated at any time to reflect useful information for potential applicants. It is the responsibility of the applicant to ensure that they have read and understood the Guidelines and this document prior to submitting their Summer By The Sea application.

## Frequently Asked Questions

### Key Information

1. **How much funding is available?**

Total funding for the 2026 Summer By The Sea Grants is $70,000, with up to $7,000 per application (ex. GST).

1. **Can we submit more than one application?**

Applicants may only submit one application outlining all events.

1. **Will we be required to match funding?**

Applicants are not required to contribute (cash or in-kind); however, an event that can demonstrate contributions provides greater value for money to Coastcare Victoria and therefore may receive a higher score against the Value for Money / Budget criterion.

1. **How long do successful applicants have to deliver events?**

Events must be delivered during 3-18 January 2026.

1. **Who should we talk to about our application?**

Coastcare Victoria provides you with the option to discuss your application with any Coastcare Victoria Officer before submitting your application to ensure your organisation and event activities are eligible.

Note: ***This is no longer mandatory, as in previous years.***

Please see Coastcare Victoria Officer contact details as per the Coastcare Victoria website: [www.marineandcoasts.vic.gov.au/coastal-programs/coastcare-victoria](http://www.marineandcoasts.vic.gov.au/coastal-programs/coastcare-victoria)

1. **Can we apply for a grant if we have received Coastcare Victoria funding in the past?**

Yes, provided that your proposed events are not currently funded under the Coastcare Victoria Community Grants. Coastcare Victoria will not fund activities (or components of projects) that have already been funded on the same site by other sources.

### Submitting Applications

1. **How do we apply?**

Applications are submitted online using the DEECA Grants Online portal.

Use the link below to start your application. Click on the ‘Start New Application’ button once redirected:

<https://deeca.my.site.com/grants/s/form?id=a0hRF00000A6rv8YAB>

To access existing drafts or submitted applications, go to:  <https://deeca.my.site.com/grants/s/> and click on the ‘Access Saved Application’ button.

You will need to register for an account prior to commencing your application. You will receive an application number after you apply online. Please quote this number in all communications with DEECA relating to your application.

1. **We are having trouble with the online application - where do we go for help?**

If you require assistance submitting your application online, contact [grantsinfo@deeca.vic.gov.au](mailto:grantsinfo@deeca.vic.gov.au) or contact any Coastcare Victoria Officer.

1. **What if we miss the deadline for submitting our application – can we get an extension?**

No extensions for applications are allowed. Late or incomplete applications will not be considered.

Make sure your application is submitted by **5:00pm Australian Eastern Daylight Time (AEDT) on 15 October 2025.**

1. **What supporting documentation should we submit?**

Check the [Guidelines](https://www.marineandcoasts.vic.gov.au/coastal-programs/coastcare-victoria/summer-by-the-sea/) (Section 8 - What supporting documents will need to be provided?)

All applicants must provide the following relevant documents to be eligible. Failure to provide one of the following relevant documents with the application will result in the application being marked ineligible.

Compulsory:

* Public Liability Insurance Certificate of Currency of at least $20 million, covering the specific event categories(s) outlined in the grant application
* Job Safety Plan with Land Manager Approval (dated signature or written email approval, or evidence of correspondence to date, if approval is pending)
* First Aid Certificate (Level 2 with CPR) for activity leader/s
* Working With Children Certificates for activity leader/s (evidence for volunteers not required).

If applicable:

* Declaration of Conflict of Interest (if the applicant will use contractors & there is a perceived or actual relationship between the applicant and contractor)
* Letter of support from Auspice organisation (example template) detailing agreement to supervise the event, take responsibility for the management and safety of the group’s volunteers and participants
* Letter of support from a local community organisation outlining their agreement to be involved in a designated event(s).

1. **How many attachments can we submit?**

Applicants can submit up to 10 attachments via the online GEMS Grants system, with the system file size limit of 10MB each.

### Land Manager Approval

1. **Do we need approval from land manager/s?**

Yes. Applicants will be required to complete a Job Safety Plan (JSP) and submit this with evidence of land manager approval. This evidence may be in the form of a land manager signature on the plan, or it may be via written correspondence.

A template for the Job Safety Plan can be found here: <https://www.marineandcoasts.vic.gov.au/coastal-programs/coastcare-victoria/summer-by-the-sea/>

1. **Do we need to submit a Job Safety Plan?**

Yes. In 2026, completion of a Job Safety Plan is how we assess your application against the Risk Management assessment criteria (20% weighting). Failure to provide a Job Safety Plan will result in your application being deemed ineligible.

A template for the Job Safety Plan can be found here: <https://www.marineandcoasts.vic.gov.au/coastal-programs/coastcare-victoria/summer-by-the-sea/>

1. **The application period is about to close and I have not received a response from the land manager/s for my Job Safety Plan.** 
   1. **Will my application be deemed ineligible?**

No. Failure to provide evidence of land manager approval at the time of application submission will not result in an ineligible application, as it is acknowledged that response timelines from land managers can vary and are ultimately out of an applicant’s control.

However, failure to provide a completed Job Safety Plan will result in an ineligible application, as this is how the Risk Management criteria is fulfilled for your application.

* 1. **Do I still submit my application prior to the closing deadline?**

Yes. Late or incomplete applications will not be considered. Extensions will not be provided.

1. **What is the definition of ‘marine and coastal Crown Land?**

Events must be undertaken on, or relate to, Victorian *marine and coastal Crown land*. This is defined in the Marine and Coastal Act as 'the outer limit of Victorian coastal waters and 200 metres inland of the high-water mark of the sea', or 'reserved under the Crown Land (Reserves) Act 1978 for the purposes of the protection of the coastline'.

### Delivering an event in partnership with a community group/organisation

1. **Why have Summer By The Sea grants introduced community focus groups this year?**

There are multiple reasons for the introduction of community focus groups this year.

* **building community confidence –** attending in pre-arranged groups may help to foster confidence amount community members, particularly those who may not have previously engaged in Summer By The Sea or similar programs before. Through guided activities and shared learning, participants can feel more comfortable and prepared to engage with coastal issues, expand their learning and connect and care for coastal locations and ecosystems.
* **improving attendance and engagement –** by fostering a sense of commitment and involvement early on, community focus groups can help ensure higher participant commitment, leading to better attendance rates and reduced instances of no-shows.
* **reducing barriers to access –** many communities face structural or social barriers that limit their access to coastal environments and related opportunities. This approach is designed to directly support such community groups by providing a welcoming space where they can learn more about Victoria’s coastal ecosystems and feel empowered to participate in future initiatives.

1. **What is the difference between running an event in partnership with a community group/organisation and running an event open to the general public?**

Events which are delivered in partnership with a community group/organisation will have a target audience (attendance from community group/organisation). These events will be part of the Summer By The Sea program, and will be listed on our website, but registrations will not be available to the general public.

Additionally, as an event supplier, there may be additional considerations which need to be addressed to suit the needs of the community group/organisation you are partnering with.

Events which are delivered to the general public will be open for registrations as part of the Summer By The Sea program, either through Eventbrite or registration on the Applicants website.

1. **Can I do a mix of both?**

Yes. Applicants may apply to run multiple events, and they may choose to vary the attendance requirements. For example, one event may have attendees only from the community group/organisation, whilst the other is open to the general public for registration and attendance.

1. **How have the community focus groups been selected?**

These focus groups have been identified through data-driven surveys from other Departmental programs, which highlight community groups who often experience barriers to nature-based experiences and locations.

1. **Is it mandatory to designate events for a community organisation focus group?**

No, you do not need to designate any events for a community organisation focus group. All events can remain open to the general public. However, applicants with community organisation partnerships may be prioritised in the assessment process, as outlined in the Guidelines.

### Budgets and GST

1. **How do we ensure our activities or budget items are eligible?**

Discuss your project with any Coastcare Victoria Officer before submitting your application to ensure your organisation and project activities are eligible.

If you think one of your activities or budget items may fall under one of the types listed under ‘what will not be funded’ section of the guidelines, contact any Coastcare Victoria Officer with your scenario so they can confirm whether the activity or budget item is ineligible.

1. **Do we need to have an ABN?**

Yes. Or you will require an auspice.

1. **Do we need to be registered for GST?**

Applicants do not need to be registered for GST.

1. **Do we include GST in the budget when costing the project?**

Yes. Applicants will need to list the actual costs of the activities or materials you are seeking to be funded. This may include taxable supply items which include a GST charge such contractor services. Include each item you are requesting grant funding for and its total cost, including GST.

1. **Does the grant payment include GST?**

If you have an ABN and are registered for GST, your grant payment will be taxable and GST will be added to the total amount of funding you have requested/has been approved (e.g. total amount requested is $2,000, your GST registered organisation will receive a total amount of $2,200).

If you are not registered for GST, your grant payment will not be taxable, so will not include GST (e.g. total amount requested is $2,000, you’re not GST registered, organisation will receive a total amount of $2,000).

### Auspicing arrangements

1. **Are there any required documents for auspicing arrangements?**

Yes. A letter of support from the auspice is required to be submitted with your application. A template for this letter of support can be found here: <https://www.marineandcoasts.vic.gov.au/coastal-programs/coastcare-victoria/summer-by-the-sea/>

### Event Activities

1. **Can we ask for donations or sell merchandise on the day?**

Unfortunately not. While we understand many organisations rely on donations to support their work, Summer by the Sea is a program of free events funded by the Victorian Government.

* The funding must not be used for goods or services for competitions, prizes, gifts, vouchers or alcohol
* Products produced from Victorian Government funding cannot be sold or reproduced for money
* Providers must not ask for donations or sell merchandise during funded events or to attendees at any stage