

SOUTH AUSTRALIAN TOURISM COMMISSION
EXPERIENCE NATURE TOURISM FUND

FREQUENTLY ASKED QUESTIONS

2022/2023 FINANCIAL YEAR



[TOURISM.SA.GOV.AU](https://tourism.sa.gov.au)

WHAT IS THE EXPERIENCE NATURE TOURISM FUND?

The Government of South Australia has announced the \$2 million Experience Nature Tourism Fund (ENTF) to revitalise nature-based tourism.

The purpose of the ENTF is to support tourism projects which create nature-based tourism experiences that enhance the visitor experience and encourage visitors to enjoy and learn more about South Australian national parks.

For the purpose of the ENTF, national parks include, national parks, reserves, wilderness protection areas and marine parks as defined by the *National Parks and Wildlife Act 1972*, the *Wilderness Protection Act 1992* or the *Marine Parks Act 2007*.

National parks, reserves, wilderness protection areas and marine parks are protected because of their unspoilt landscapes, outstanding or representative ecosystems, Australian native plants and animals, and places of natural or cultural significance.

Successful projects will demonstrate care for the natural and cultural heritage of these national parks and will operate in accordance with licence requirements specified by the Department for Environment and Water (DEW). These projects will also showcase South Australia's natural beauty to both domestic and international visitors.

HOW DO I OBTAIN A COPY OF THE PROGRAM GUIDELINES & THE APPLICATION FORM?

The South Australian Tourism Commission's (SATC) corporate website contains the Program Guidelines, online application form and other templates. It also houses a range of tools and resources that will assist in applying for the ENTF. All applications must be submitted via the online form. No applications will be accepted via email or mail.

Visit tourism.sa.gov.au for further information.

FUNDING DETAILS

WHAT FUNDING IS AVAILABLE?

Up to \$2 million (excluding GST) will be available over four financial years, comprising \$500,000 per financial year. Applicants may seek grants from \$10,000 to \$50,000 (excluding GST) with a maximum of 80 per cent State Government funding committed to the total project value.

WHEN WILL THE FUNDING PROGRAM OPEN & CLOSE?

Applications to the ENTF will be assessed competitively.

The 2022-2023 financial year application period opens at 9.00am on Monday 5 September 2022 and will close at 5.00pm on Friday 21 October 2022.

Applicants should note the closing date and allow for any technical issues, as late applications **WILL NOT** be accepted. Only complete applications will be assessed.

WHAT IS THE DIFFERENCE BETWEEN STREAM 1 AND STREAM 2?

STREAM 1 - QUICK ACTIVATION PROJECTS

GRANTS AVAILABLE FROM \$10,000 TO \$20,000

- Small grants provided for projects that are ready to be activated. These grants could include one-off purchases.
- Funding is paid upfront upon execution of a grant agreement and receipt of a correctly rendered tax invoice.
- The project must be completed by 30 June 2023.
- Any unused funds will need to be returned after project completion.

STREAM 2 - INNOVATIVE DEVELOPMENT PROJECTS

GRANTS AVAILABLE FROM \$20,001 TO \$50,000

Larger grants provided for bigger projects which may have a longer duration and multiple elements.

- Funding will be provided in arrears after completion of the project.
- The project must be completed by 31 December 2023.

Stream One and Two applications will undergo the same review and assessment process.

WHAT HAPPENS IF ALL \$500,000 IS NOT AWARDED IN THIS ROUND?

If all funds are not awarded, there may be a second round of funding announced in the 2022-23 financial year.

IF THE FULL AMOUNT OF MONEY ISN'T ALLOCATED, WHEN WILL IT BE ANNOUNCED IF THERE IS ANOTHER ROUND OF FUNDING?

It is expected the SATC will announce if the funding has been fully allocated, and therefore if there will be any further rounds of funding available for the 2022/23 financial year in early 2023.

IS GRANT FUNDING SUBJECT TO TAX?

Yes. Before applying for the ENTF, applicants should seek advice on tax implications from their tax advisors or the Australian Tax Office.

HOW DO I WORK OUT 80 PER CENT OF THE PROJECT?

To determine 80 per cent of the project, applicants can multiply their total project cost by 0.8.

A table below provides indicative grant amounts based on project amounts (maximum 80 per cent grant amount).

Project Amount (Excl GST)	Max Grant Amount (Excl GST)
Stream One Projects	
\$12,500	\$10,000
\$15,000	\$12,000
\$20,000	\$16,000
\$25,000	\$20,000
Stream Two Projects	
\$30,000	\$24,000
\$35,000	\$28,000
\$40,000	\$32,000
\$45,000	\$36,000
\$50,000	\$40,000
\$55,000	\$44,000
\$60,000	\$48,000
\$62,500	\$50,000

PROJECT LOCATION

WHAT LOCATIONS ARE ELIGIBLE FOR PROJECTS?

Projects applying through the ENTF need to activate national parks and need to be located within a 20km radius from a national park or operate into a national park.

WHERE DO I FIND A LIST OF ELIGIBLE PARKS?

For the purpose of the ENTF, national parks include national parks, reserves, wilderness protection areas and marine parks, as defined by the [National Parks and Wildlife Act 1972](#), the [Wilderness Protection Act 1992](#) or the [Marine Parks Act 2007](#). A list of the most visited parks is available from the <https://www.parks.sa.gov.au/> website.

HOW DO I MEASURE 20KM FROM A NATIONAL PARK?

The 20km radius from a national park is measured from the edge of the national park's boundary to the proposed project location.

One way to measure this is via [Google Maps](#).

On Google Maps, find the closest edge of the park and right click the mouse. Select 'Measure Distance'.

Then, find the proposed location and left click the mouse. There will be a distance counter which will provide the distance.

I AM LOCATED IN A REMOTE REGION OF SOUTH AUSTRALIA AND MY PROJECT IS NOT WITHIN 20KM OF A NATIONAL PARK. I WOULD LIKE TO APPLY FOR FUNDING FOR A PRODUCT AND/OR EXPERIENCE THAT WILL ACTIVATE MY CLOSEST NATIONAL PARK, CAN I APPLY?

Applications for remote locations will be assessed on a case-by-case basis. Applicants will need to demonstrate how the project will activate the national park and meet all eligibility criteria. Applications will be assessed competitively as per the standard assessment process.

WHAT IF MY PROJECT IS OUTSIDE OF THE 20KM ZONE?

If a project is outside of the 20km zone, it is up to the discretion of the SATC/DEW review team and assessment panel whether the application will be included as an eligible application. The alignment to the ENTF's objectives and proximity to a national park will be considered.

PROJECT & BUSINESS ELIGIBILITY

WHY DO I HAVE TO BE OPERATING AN ABN FOR 12 MONTHS OR MORE?

The ENTF is a development fund and is not intended to support start-up businesses. It is intended to support tourism projects that enhance the visitor experience and encourage visitors to enjoy and learn more about South Australian parks and natural places. The ENTF will fund applicants that have a proven capacity and capability to deliver the project.

WHAT IS AN ELIGIBLE PROJECT?

Funding will be provided for projects that deliver tangible benefits to South Australia. Only new projects are eligible for funding and must not have commenced prior to lodging an application. Eligible expenditure considered for funding must be:

- Incurred by the applicant within the project period. Expenditure incurred prior to project commencement will not be eligible.
- A direct cost of the project.

WHAT IS THE PROJECT PERIOD?

The project period is the time between the letter of approval issue date and 30 June 2023 for Stream One applicants or 31 December 2023 for Stream Two applicants. Expenditure incurred prior to the project commencement date will not be eligible for funding.

HOW DO I DESCRIBE MY PROJECT?

Provide a short description of what will be delivered including what the product or experience is, where it is located and what outcomes will be delivered as part of the project. An example of a description is below:

PROJECT TITLE: New Guided Bike Tour

PROJECT DESCRIPTION: Development of a new guided bike tour through XYZ National Park using existing shared-use trails. The project will include the purchase of five new e-bikes, the development of a new website with online booking functionality, content creation for the website (including photography and written copy), and training for two tour guides.

HOW DO I DESCRIBE HOW I WILL ACTIVATE OR FACILITATE VISITATION TO THE NATIONAL PARK?

Each project scope will be different. Types of activations may include, but are not limited to:

- Tours operating hosted/guided experiences into the park
- Accommodation facilitating or encouraging access to a park (offering transfers or a walking trail to a park)
- Packages that include park entry or utilise the service of a licensed tourism operator into a park

DOES MY NEW PRODUCT/EXPERIENCE HAVE TO BE OPEN/AVAILABLE YEAR-ROUND?

The property, product or experience must be available for visitor inquiries, bookings, information or tours at least 50 weeks per year

CAN I HAVE MORE THAN ONE APPLICATION FOR ONE PROJECT?

Only one application per applicant, per financial year is permitted. Applicants cannot submit multiple applications for the same project in a single financial year. The project application may include a number of activities in the same location. Applicants are eligible for a maximum of 80 per cent of the overall value of the project/combined projects, up to a maximum grant amount of \$50,000.

IS THERE A LIMIT ON HOW MANY APPLICATIONS I CAN MAKE FOR DIFFERENT PROJECTS?

Applicants are permitted to apply for one project per financial year.

CAN I APPLY FOR MORE THAN ONE PROJECT AT SEPARATE LOCATIONS?

If an applicant has two projects which will benefit two or more separate parks, for example an e-bike tour on the Eyre Peninsula and a birdwatching tour in the Flinders Ranges, the applicant can submit one application including both/all projects for a maximum of 80 per cent of the combined project values. The projects do not need to be strategically linked, however the applicant will need to articulate the tangible benefits for each project and provide the relevant attachments for each project location (e.g. letter of in-principle support, development approval, licenses/approvals to operate).

I RECEIVED STATE GOVERNMENT FUNDING FOR A PROJECT IN THE PAST. CAN I APPLY FOR FUNDING TO DELIVER A NEW STAGE OF THE PROJECT?

Applicants can apply for the ENTf for a new stage of the project if the previous funding received did not contribute to this new stage of the project AND if this new project will deliver a new or enhanced tourism product or experience, meeting the objectives of the ENTf.

IF I HAVE APPLIED FOR A STATE GOVERNMENT FUND PREVIOUSLY AND I WAS UNSUCCESSFUL, CAN I APPLY FOR THE ENTf AND DOES MY APPLICATION AUTOMATICALLY TRANSFER FROM THE PREVIOUS FUND?

The SATC is unable to transfer applications from other grant funds. Funding programs may have different criteria and application processes; however, some themes of the grant program may align. Applicants are required to submit a new application to the ENTf and demonstrate that the project meets the criteria of the ENTf.

IF I HAVE RECEIVED FUNDING IN PREVIOUS PROGRAMS, SUCH AS THE TOURISM INDUSTRY DEVELOPMENT FUND OR THE NATURE-BASED TOURISM CO-INVESTMENT FUND, CAN I APPLY FOR A PROJECT THAT OPERATES AT THE SAME LOCATION?

Yes, if the activities the applicant is applying for under the ENTf was not included in their Tourism Industry Development Fund or Nature-based Tourism Co-investment Fund project scope.

CAN I APPLY FOR BOTH STREAMS OF FUNDING FOR THE SAME PROJECT?

No. Applicants can only apply for one project per financial year. If there are multiple elements of a project, the applicant may combine the total cost of each element and apply for a maximum of 80 per cent of the overall value for the combined projects.

CAN I APPLY TO BUILD A TRAIL OR FIXED (PERMANENT) INFRASTRUCTURE WITHIN A NATIONAL PARK?

Fixed infrastructure in national parks requires a lease in the national park and this is not as part of the ENTf.

CAN I APPLY TO BUILD A TRAIL OR FIXED INFRASTRUCTURE ON PRIVATE PROPERTY?

Yes. So long as the project meets the ENTf criteria and obtains the required landowner and all necessary stakeholder approvals.

IN ORDER TO DEVELOP MY PROJECT, I NEED NEW ACCESS TO FACILITIES, CAN THIS BE INCLUDED IN MY APPLICATION?

Applicants will need to demonstrate how the project will enhance or create a new visitor experience. Elements of this may include items such as new plumbing, sewerage, electrical and gas supply. Standalone maintenance projects will not be considered for funding.

MY PROJECT IS ACCOMMODATION, HOW DO I DETERMINE HOW MANY ROOMS TO NOTE IN MY APPLICATION?

The SATC reports on the number of bedrooms available. If it is a 2-bedroom apartment, applicants should note that the project includes two rooms.

IF I AM APPLYING FOR A VEHICLE, HOW DO I DEMONSTRATE IT IS BEING USED FOR TOURISM PURPOSES?

Applications that are unable to demonstrate a high degree of use for tourism purposes or are for a majority private use will be ineligible for grant support.

Applicants must supply information to ensure the panel understands how often the vehicle will be used. Applicants may wish to include tour schedules or estimate numbers of visitors per tour.

WHAT TYPE OF BRANDING MUST I HAVE ON MY VEHICLE?

If your project incorporates a vehicle, you will be required to feature your tourism brand on the exterior of the vehicle. Branding on the exterior of the vehicles can be through a variety of applications including full vinyl sticker wraps and paint, however temporary magnetic branding is NOT permitted.

WHERE DO I FIND INFORMATION ABOUT SATC'S TARGET MARKETS?

Eligible projects must appeal to SATC's target markets. Information on SATC's target markets can be found in the [South Australian Visitor Economy Sector Plan 2030](#), available for download on the [SATC's corporate website](#).

I AM NOT A TOURISM BUSINESS BUT WOULD LIKE TO ADD A TOURISM OFFERING TO MY BUSINESS, CAN I APPLY?

Yes. Any applicant that has been operating with a registered ABN for at least 12 months and is registered for GST is eligible, so long as the project meets the criteria of being a tourism infrastructure, accommodation, product and/or experience. Additionally, the business/proprietor must possess or obtain any required certification and licenses to conduct business as a Commercial Tour Operator (if relevant to the project).

DO I HAVE TO BE REGISTERED FOR GST WHEN I APPLY?

Applicants are required to be registered for GST at the time of application and in order to receive the grant.

ELIGIBLE EXPENDITURE

CAN I APPLY TO REFURBISH MY VEHICLE, BOAT, OR OTHER TRANSPORTATION ITEM?

Yes, refurbishment undertaken to improve the customer's experience, or the environmental impact of the vehicle, boat or transport item could be an eligible project. Your existing vehicle must still meet the tourism use and branding requirements outlined in the Guidelines.

CAN I PURCHASE LAND, PROPERTY OR A BUSINESS WITH THE ENTIF?

No. The cost of purchasing a property, land or a business is not considered as part of the overall project cost in the assessment process – nor can it be claimed as matched funding. The ENTIF is a development fund and therefore all projects must include the development of new or enhanced infrastructure or a tourism experience.

CAN I INCLUDE THE COST OF WRITING MY APPLICATION IN THE OVERALL PROJECT COST?

No, applicants cannot include the cost of writing a grant application in the overall project cost.

CAN I INCLUDE DEVELOPMENT APPROVAL FEES AND ANY OTHER FEES ASSOCIATED IN THE PLANNING PROCESS AS PART OF THE OVERALL PROJECT COST?

No, this is ineligible expenditure. Furthermore, eligible expenditure must be incurred by the applicant within the project period. Expenditure incurred prior to the project commencement date will not be eligible.

I RUN A TRADE BUSINESS OR I AM A QUALIFIED TRADESPERSON THAT IS ABLE TO PROVIDE WORK TO CONDUCT MY PROJECT (E.G. PLUMBING, CONSTRUCTION). AM I ALLOWED TO INCLUDE THE COSTS OF WORK CONDUCTED BY MYSELF OR MY BUSINESS AS PART OF THE PROJECT COSTS?

Salary/wages, administration or any other internal costs for work conducted by the applicant and/or their staff on their tourism project is deemed ineligible and is not reimbursable by a State Government grant. These are considered in-kind contributions or donations and can be noted as such in the application (in the relevant section). This also extends to stock, materials and/or equipment already held (i.e. not acquired specifically for the project).

Costs of any materials acquired specifically for the project (for example, timber, concrete, pipes) is eligible for a grant reimbursement. These costs will need to be supported by copies of quotations and paid invoices dated within the eligible project period, as well as satisfy all other requirements as specified in the ENTIF guidelines.

Quotations and invoices from entities related to the applicant (i.e. sister businesses) will not be accepted.

CAN I INCLUDE THE COST OF VEHICLE REGISTRATION AND OTHER DEALER CHARGES IN MY PROJECT COST?

No, registration, Compulsory Third Party insurance other on-road costs cannot be included in the total project cost as these are ineligible expenditure.

CAN I INCLUDE THE COST OF COMMERCIAL TOUR OPERATOR LICENCE FEES OR OTHER PERMITS?

No, applicants cannot include the cost of licence fees or permits required to operate their business.

AM I ABLE TO PURCHASE HORSES OR OTHER ANIMALS TO CREATE A TOURISM PRODUCT OR EXPERIENCE?

No. The purchase of animals is not eligible expenditure through the ENTIF.

OPERATING IN NATIONAL PARKS AND APPROVALS

HOW DO I KNOW IF I REQUIRE APPROVAL FROM THE DEPARTMENT FOR ENVIRONMENT AND WATER (DEW)?

If an applicant's proposed activity enters a national park at any point, they will require approvals to operate from DEW.

HOW DO I KNOW IF MY PROJECT WILL BE ALLOWED IN NATIONAL PARKS?

Not all activities are permitted in all parks. Applicants should check the [list of activities permitted/not permitted in parks](#) as well as the [relevant park management plan/s](#) to confirm that their proposed activity is permitted in the park. If a park management plan does not exist or is unclear, applicants are encouraged to contact DEW prior to commencing their application to determine if their project is suitable for that park.

DEW's contact email address: DEWTourism@sa.gov.au

WHAT IS A COMMERCIAL TOUR OPERATOR (CTO) LICENCE AND DO I NEED ONE?

Any company, organisation, or individual proposing to conduct commercial activities within the parks system requires a CTO licence. For full details, please visit: [Commercial Tour... - National Parks and Wildlife Service South Australia](#)

If the applicant is an existing Commercial Tour Operator but are proposing to undertake a new activity or visit a new park, they will need to seek an amendment to their licence.

WHAT IS A MARINE PARKS PERMIT AND DO I NEED ONE?

There are some restrictions on what activities can be undertaken within marine parks. Marine parks permits may be issued to allow an activity, such as tourism operations, that would otherwise be prohibited by the Marine Parks (Zoning) Regulations. For full details, please visit: <https://www.marineparks.sa.gov.au/permits>

WHAT IF I DO NOT HAVE A COMMERCIAL TOUR OPERATOR LICENCE/MARINE PARKS PERMIT, DO I NEED TO APPLY FOR ONE AND/OR BE APPROVED PRIOR TO APPLYING?

If applicants are proposing to conduct commercial activities within the parks, they need to contact the Department for Environment and Water (DEW) via the online application form provided on the [ENTF webpage](#). DEW will assist with obtaining the relevant in-principle support for the activity in the proposed national park location/s. If applicants obtain the in-principle support and are approved for funding through the ENTF, they will then be required to apply for their Commercial Tour Operator Licence or Marine Parks Permit. Grant payments will only be made after the Commercial Tour Operator or Marine Parks Permit has been issued by DEW.

CAN I STILL APPLY IF MY PROJECT IS NOT SUPPORTED BY DEW?

Applications to the ENTF must hold all necessary approvals to commence and operate. If applicants are conducting commercial activities and entering a National Park and this activity is not supported by DEW, this application will not be eligible.

WHAT IS THE TIMEFRAME TO OBTAIN IN-PRINCIPLE SUPPORT FROM DEW?

It is recommended applicants contact DEW as early as possible to obtain in-principle support if they are planning to operate into a national park. It is anticipated the turnaround time for in principle support is 10 business days, assuming no additional information is required.

INVESTMENT-READY PROJECTS

WHAT IS MEANT BY AN INVESTMENT (OR 'SHOVEL') READY PROJECT?

These are projects that have secured more than 20 per cent co-funding, met all required regulatory and/or development approvals, and can demonstrate robust planning, budgeting, and final project costing, to enable commencement of the project following the execution of a grant agreement.

HOW DO I KNOW IF I NEED DEVELOPMENT APPROVAL (FOR DEVELOPMENTS ON PRIVATE LAND)?

Applicants will need to liaise with their local council to determine what approvals are required for their project. If their local council advises the applicant that they do not require development approval, evidence of this must be provided in the application.

HOW LONG DO I HAVE TO COMMENCE & COMPLETE THE PROJECT IF I AM SUCCESSFUL?

Applicants must complete their project by 30 June 2023 for Stream One applications and 31 December 2023 for Stream Two projects.

EVIDENCE & SUPPORTING DOCUMENTATION

WHAT QUOTES DO I NEED TO SUPPLY?

Recent third-party quotations are required to substantiate all cost items and the total project value, exclusive of GST. Quotes should show a value exclusive of GST and will not be from a related entity. Quotations must be supplied for all cost items. Where a formal quotation is unavailable (for example for some online stores), PDF and screenshots detailing the cost of each item may be submitted.

WHY DO I NEED TO PROVIDE QUOTATIONS?

Quotations are required to ensure the assessment team have the most accurate project costing and can therefore accurately identify the eligible grant amount sought.

WHY DO I NEED TO SUPPLY A QUOTE SUMMARY DOCUMENT?

This document is provided to assist the applicant and assessment team to ensure all quotations have been received and the final project value is reflected correctly. This document will be available for download on the ENTf webpage from 5 September 2022.

WHAT FINANCIAL STATEMENTS DO I NEED TO PROVIDE?

The South Australian Government Financing Authority (SAFA) will require the following documents to undertake a short financial check for each applying business:

- Independently (accountant) prepared financial statements including profit and loss and balance sheet (with notes) for the last three years and including the 2021/22 financial year (or all statements available for businesses that have been trading for less than three years). If 2021/22 financial statements are not yet completed, management (internal) statements can be provided.
- Sole traders or trading partnerships can provide personal tax statements, along with a statement of assets and liabilities.

Any personal information collected by the Government of South Australia for the purpose of undertaking a financial review and assessment in relation to an application to the ENTf will only be used and disclosed in accordance with the [Government of South Australia's Information Privacy Principles \(IPPs\)](#), a copy of which can be obtained on the Department of the Premier and Cabinet website www.dpc.sa.gov.au.

MY PROJECT REQUIRES DEVELOPMENT APPROVAL. WHAT EVIDENCE DO I NEED TO SUPPLY TO DEMONSTRATE THIS?

To be eligible for the ENTf, projects must be investment-ready, meaning in part that all required regulatory and/or development approvals (DA) are in place. If a project requires DA, applicants will need to supply evidence that they have obtained this from their local council. Typically, councils will supply a letter related to the development application, featuring a table similar to the format below:

Nature of Decision	Decision	Dates	Number of Conditions
Development Plan Consent	Granted/Approved	01/01/2021	2
Building Rules Consent	Granted/Approved	01/01/2021	nil
Development Approval	Granted/Approved	01/01/2021	nil

Applications will not be assessed if DA is required and has not been granted (for example if the project has planning consent but still requires DA).

CAN I INCLUDE FEDERAL GOVERNMENT FUNDING AS PART OF MY CO-CONTRIBUTION?

Yes, Federal Government funding can be considered as part of the 20 per cent co-contribution requirement, so long as the funding agreement is already in place.

CAN I INCLUDE IN-KIND SUPPORT INTO MY FINANCIAL CONTRIBUTION?

In-kind support is not included in calculating the financial contribution to the project and the total project cost but can be noted in the application. There is no limit on the value of in-kind contributions, which can include items such as land or equipment already owned and existing staff salaries.

In-kind contributions will be considered by the panel in relation to the applicant's capacity to deliver the project.

CAN I APPLY IF I HAVE NOT YET SECURED FUNDING REQUIRED FROM MY BANK OR FINANCIAL INSTITUTION?

To apply for the ENTF applicants will need to demonstrate that they have the capacity to complete the project.

If any project costs are met by borrowing additional funds, applicants are required to provide a copy of the letter of offer from their financial institution or funding provider.

Applications with contribution from funding sources which are subject to the approval of the grant will not be assessed.

WHAT EVIDENCE DO I NEED TO SUPPLY TO DEMONSTRATE MY FINANCIAL CONTRIBUTION TO THE PROJECT COST?

Applicants will need to provide sufficient evidence to demonstrate how they will fund their 20 per cent co-contribution (minimum).

If applicants are contributing cash or using funds from overdraft accounts, documentation to confirm these funds are available is required. A recent bank statement or internet banking screenshot would generally be acceptable.

If applicants are using external financing, an approval letter from the bank for the amount noted is required. This approval needs to be confirmed/committed and not indicative or preliminary in nature.

If there is also a contribution from an investor or co-contributor, sufficient evidence should be provided that may include evidence of cash holdings, a share issue, or a binding written agreement.

Funding from Federal or local government can be considered if the agreement is already in place.

A combination of the above can contribute to the total 20 per cent co-contribution amount. For example, a combination of cash, bank loan and investor funds that are readily available/approved would count towards the co-contribution amount.

Evidence is not required for any in-kind contributions to the project.

APPLICATION & ASSESSMENT PROCESS

WHAT IS THE APPLICATION PROCESS?

If applicants enter a national park, applicants must have in-principle support from DEW prior to commencing an application.

Once in-principle support has been received or confirmed that it is not required, applicants can complete the online application form online via [SATC's corporate webpage](#). This application is submitted to SATC with the required supporting documents.

Applicants should take the time to read the example application form to ensure they have all relevant documentation before starting an application as only complete applications will be assessed.

HOW WILL MY APPLICATION BE ASSESSED?

Applications will be assessed competitively against all eligible applications in that round of funding.

There are eligibility, project and financial reviews undertaken before the application is assessed by the assessment panel. At any stage, during this review process, applicants may be asked for further information at any stage, however once an application is submitted an applicant is unable to provide further detail unless requested.

Applications will be assessed by an assessment panel against weighted criterion.

WHAT CRITERIA WILL APPLICATIONS BE ASSESSED AGAINST?

Projects will be assessed on the following:

- The extent the project connects the visitor with South Australia's natural assets and how the project demonstrates innovation in nature-based tourism.
- The projected increase in visitation and/or visitor expenditure to the area.
- The benefit the project delivers for conservation of nature, parks and places, community, visitors and First Nations peoples.
- Alignment with the *South Australian Regional Visitor Strategy 2025* and the *South Australian Visitor Economy Sector Plan 2030*.
- Job retention and creation.
- Capability and capacity of the applicant to deliver the project.

WILL STREAM ONE AND STREAM TWO BE ASSESSED DIFFERENTLY?

Applications for Stream One and Stream Two will be assessed against each other. Both streams have the same eligibility and assessment criteria.

WHEN WILL I FIND OUT WHETHER MY APPLICATION HAS BEEN SUCCESSFUL?

It is anticipated that applicants will be advised of the outcome of their application in December 2022. Applicants may email queries about their pending application alongside their application number to SATC.ENTF@sa.gov.au

WILL THE GUIDELINES BE THE SAME FOR EACH INTAKE?

There may be changes to ENTF guidelines for each financial year. It is recommended for applicants to sign up to [Tourism News](#) to keep up to date with announcements for future funding rounds.

UNSUCCESSFUL APPLICANTS

HOW WILL I BE NOTIFIED IF I AM UNSUCCESSFUL?

Applicants will be notified if they are unsuccessful in writing to the email address supplied in their application.

IF I AM UNSUCCESSFUL, WILL I BE PROVIDED WITH FEEDBACK?

Unsuccessful letters will include feedback from the review team and assessment panel.

IF MY APPLICATION WAS UNSUCCESSFUL, AM I ABLE TO REAPPLY FOR THE NEXT FINANCIAL YEAR FOR THE SAME PROJECT?

If the project is eligible, applicants can reapply for the next financial year intake. As program guidelines may change over time, applicants will need to create a new application to ensure all areas of eligibility are addressed for the intake round.

SUCCESSFUL APPLICANTS

IF I AM SUCCESSFUL, WHAT HAPPENS NEXT?

Successful applicants will be contacted by SATC via email with details of the successful application, a letter of offer, and grant agreement containing the details of the project and deliverables.

MY PROJECT COST HAS INCREASED SINCE I WAS APPROVED FOR FUNDING, CAN I REQUEST AN INCREASE TO THE GRANT FUNDING I WAS AWARDED?

No. Once grant funding has been approved for funding, allocated and an approval letter issued, the grant funding for any project cannot be increased. It is important to ensure all quotations are up to date and all costs are covered in the project amount submitted with the application.

CAN I CHANGE THE SCOPE OF MY PROJECT AFTER BEING AWARDED FUNDING?

Successful projects have been assessed and approved by the panel based on the information provided in the application (including the project scope, deliverables, and outcomes). No major project scope changes will be permitted after the project has been approved.

HOW WILL THE FUNDING BE ADMINISTERED?

If approved for funding, the applicant will be sent a copy of the grant agreement containing details of the project and deliverables under this agreement.

WHEN DO I RECEIVE THE FUNDING?

Stream One projects will be paid upfront upon SATC's receipt of a tax invoice from the applicant. Grantees will be required to submit a claim report including their third-party invoices after completion of the project.

Stream Two projects will be paid by reimbursement, upon presentation of paid invoices for the approved project expenditure, including evidence of the project co-contributions outlined in the application. This payment will be made after completion of the project. Exceptions on a case-by-case basis will be considered.

Grants are subject to GST and income tax. Successful applicants should seek advice on these matters and other tax implications from their tax advisors or the Australian Tax Office.

All payments will be made within 30 days of SATC receiving a correctly rendered tax invoice.

HOW WILL THE CLAIM PROCESS WORK?

Successful applicants will be provided with additional documentation explaining the claim process.

HOW DOES THE GRANT AGREEMENT WORK?

Applications to the ENTF will only be accepted if applicants agree to the terms of the agreement. These terms will be available for download and will need to be read and accepted prior to submitting an application.

TECHNICAL ISSUES & SUPPORT

IF I MAKE AN ERROR ON OR WITHIN MY APPLICATION, CAN I AMEND IT ONCE IT HAS BEEN SUBMITTED?

As applications are assessed as is and competitively, submitted applications cannot be changed. If an application needs to be amended, applicants will need to resubmit and email satc.entf@sa.gov.au to withdraw the incorrect application.

WHAT IF I AM HAVING TECHNICAL ISSUES WITH THE ONLINE FORM? WHO CAN HELP ME?

If applicants are experiencing technical difficulties when trying to submit their application, it is important to seek assistance from SATC. For initial assistance, please contact SATC's Destination Development team on 8463 4598 or satc.entf@sa.gov.au.

HOW DO I CONTACT THE SATC'S DESTINATION DEVELOPMENT TEAM?

The SATC's Destination Development team consists of product development managers. If applicants do not know who their product manager is, email satc.entf@sa.gov.au and a member of the team will be in contact.

WHO CAN ASSIST ME WITH MY APPLICATION?

REGIONAL TOURISM MANAGERS

It is recommended applicants consult with the representative located in their region to discuss the project.

For full contact details, please refer to www.tourism.sa.gov.au/regions.

SATC CORPORATE WEBSITE

SATC's corporate website contains a range of industry tools and resources which may assist applicants. Please refer to <https://www.tourism.sa.gov.au/support/industry-resources-and-tools>.

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