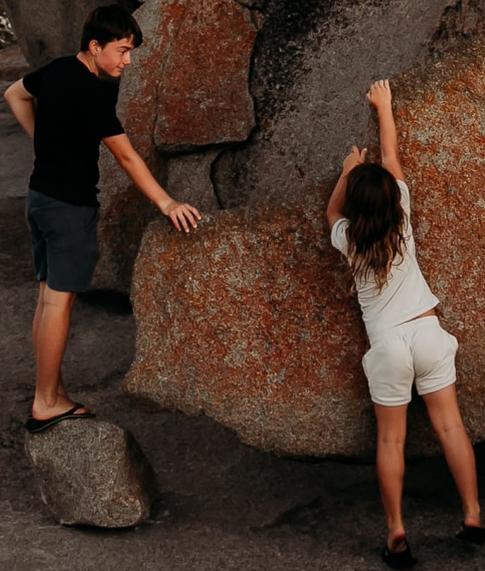


EXPERIENCE NATURE TOURISM FUND

EXAMPLE APPLICATION FORM
ROUND FOUR | 2025-26



Government
of South Australia

South Australian
Tourism Commission

This document outlines each of the fields in the Experience Nature Tourism Fund (ENTF) online application form, including attachments required and the answer options for each question. Please note that character limits also include spaces. For further information please refer to the Program Guidelines and Frequently Asked Questions (FAQ), or email satc.entf@sa.gov.au

Application Process

All applications must be submitted by the online application form located on the Experience Nature Tourism Fund page via tourism.sa.gov.au.

Fields marked with an asterisk (*) are required fields.

BUSINESS DETAILS	
Do you have an Australian Business Number (ABN)?*	Drop-down list (2 choices) <ul style="list-style-type: none"> • Yes • No
If yes, what is your ABN?*	Number
ABN status	Updates automatically based on the ABN provided
ABN status effective from <i>If your ABN is less than 12 months old, you will not be able to proceed any further in the application process (see Program Guidelines for full details).</i>	Updates automatically based on the ABN provided
Do you have an Australian Company Number (ACN)?	Drop-down list (2 choices) <ul style="list-style-type: none"> • Yes • No
If yes, what is your ACN?*	Number
Business name/legal entity name	Updates automatically based on the ABN provided
What is your 'trading as' name*	Text: no limit
Please select your business type*	Drop-down list (6 choices) <ul style="list-style-type: none"> • Company • Trust • Not-for-profit organisation • Community or progress association • Sole trader • Partnership
Are you registered for GST?	Drop-down list (2 choices) <ul style="list-style-type: none"> • Yes • No
Business phone number*	Number
Website address	Text: no limit
BUSINESS ADDRESS	
Address line 1*	Text: no limit
Address line 2	Text: no limit
Suburb	Text: no limit
State	Text: no limit
Postcode	Whole number

CONTACT PERSON	
Please provide details for the person who will be responsible for entering the grant agreement on behalf of the business or legal entity.	
First name*	Text: no limit
Last name*	Text: no limit
Position title*	Text: no limit
Email address*	Text: no limit
Phone number*	Number
REPRESENTATIVE COMPLETING THE FORM	
Name of person completing this application	Pre-fills with log in details
Representative's email address	Pre-fills with log in details
Representative's phone number	Add phone number if different from contact
BUSINESS PLAN	
Briefly describe your business*	Text: 500 character limit
Do you have an existing Business Plan?*	Drop-down list (2 choices)
<i>If 'Yes', ensure you attach a copy of your Business Plan on the attachments page.</i>	<ul style="list-style-type: none"> • Yes • No
If you have answered 'No' to the above question regarding a business plan, describe the key points of your business including your vision, mission, key people in your business and business goals.*	Text: 2000 character limit
If you do not have a business plan, describe how the project aligns with the overall goals of your business and how the project will help you reach these goals?*	Text: 1000 character limit
PROJECT LOCATION	
Address 1*	Text: no limit
Address 2	Text: no limit
Suburb*	Text: no limit
State*	Text: no limit
Postcode*	Whole number
Tourism region* Can select multiple.	Drop-down list (12 choices) <ul style="list-style-type: none"> • Adelaide • Adelaide Hills • Barossa • Clare Valley • Eyre Peninsula • Fleurieu Peninsula • Flinders Ranges & Outback • Kangaroo Island • Limestone Coast • Murray River, Lakes & Coorong • Riverland • Yorke Peninsula

Is your project located or operating in an eligible area as per the Program Guidelines?*	Drop-down list (3 choices) <ul style="list-style-type: none"> Located WITHIN 20km of a national park, reserve, wilderness protection area and/ or marine park under the care and control of National Parks & Wildlife Service Operating an experience that ENTERS a national park, reserve, wilderness protection area and/or marine park under the care and control of National Parks & Wildlife Service Located in a remote area of South Australia or other
If located in a remote area of South Australia provide details.	Text: 1000 character limit
Which national park/s will you be operating into or is located within 20km of the project you are applying for?*	Text: 1000 character limit
PROJECT VALUE/COST	
All amounts excluding GST	
What is the total project value?*	Number (currency)
<i>Substantiated by quotations. Do not include any \$ symbols in your answer.</i>	
What is the Total ENTF grant amount sought?*	Number (currency)
<i>Applicants can seek amounts up to 80% of the total project cost. Do not include any \$ symbols in your answer.</i>	Between \$10,000 and \$50,000 (excluding GST).
Stream*	Pre-populated based on grant amount entered
<i>Stream is selected automatically based on the amount entered.</i>	
PROJECT PLAN	
Please note: if your application is successful, the information provided in the Project Plan section below will be referred to as your 'Project Timeframe' in your grant agreement. Your project must be completed by 30 June 2026 for Stream 1 or 31 December 2026 for Stream 2.	
What is your project title?*	Text: 200 character limit
Describe your project*	Text: 500 character limit
<i>Include how many bedrooms if it is an accommodation project.</i>	
Estimated project start date*	Date picker
<i>If the project is approved for funding, the project must not commence prior to receiving an approval letter from the South Australian Tourism Commission (SATC), which is likely to be sent by November 2025.</i>	
Project end date	Pre-populated based on grant amount entered

<p>What category does your project fall into?*</p> <p><i>Can select multiple.</i></p>	<p>Drop-down list (7 choices)</p> <ul style="list-style-type: none"> • Accommodation • Marketing • Product development • Purchase of equipment • Training • Transport • Other (please describe)
<p>If you answered 'Other', please specify.</p>	<p>Text: 1000 character limit</p>
<p>What are the outcomes of this project?*</p> <p><i>Think about what you are hoping to achieve.</i></p>	<p>Text: 1000 character limit</p>
<p>Describe how you will deliver the project, including your capability and capacity to deliver the project within the timeframe.*</p> <p><i>Describe what you will do and how. You may wish to include major purchases, proposed completion date and launch dates.</i></p>	<p>Text: 1000 character limit</p>
<p>Will you operate a tour as a result of the project?*</p>	<p>Drop-down list (2 choices)</p> <ul style="list-style-type: none"> • Yes • No
<p>If you answered 'Yes' to the question above, please provide an itinerary of the proposed tour including when/if you enter a national park?*</p>	<p>Text: 1000 character limit</p>
<p>Will your tour operate all months of the year?*</p>	<p>Drop-down list (2 choices)</p> <ul style="list-style-type: none"> • Yes • No
<p>If you answered 'No' to the above question, provide further details.</p> <p><i>For example, if the tour is seasonal due to weather.</i></p>	<p>Text: 1000 character limit</p>
<p>If you answered 'Yes' to the above question about monthly tours, provide your proposed daily or weekly tour departures below.*</p> <p><i>Create new departure times for each departure day using the '+Create' button. If you do not intend to operate regularly departing daily or weekly tours, please provide more information about how regularly you anticipate to operate your tours in the questions above.</i></p>	<p>Create a table:</p> <ul style="list-style-type: none"> • Departure day (select day of the week) • Departure time (select hour, minute, am/pm) • Maximum capacity (number)
<p>List the most significant risks that your project faces below.*</p> <p><i>Can add multiple risks.</i></p>	<p>Table to add:</p> <ul style="list-style-type: none"> • Risk description (text field) • How will risk be managed? (text field)
<p>How will you fund the minimum 20% applicant co-contribution?*</p> <p><i>Can select multiple.</i></p>	<p>Drop-down list (4 choices)</p> <ul style="list-style-type: none"> • Cash contribution • Borrowed funds (bank/financial/investor) • Federal or local government funding • Other financial contribution
<p>If you selected 'Other', please provide details.</p>	<p>Text: 500 character limit</p>
<p>Explain how the project will be sustained without further intervention by the State Government?*</p>	<p>Text: 1000 character limit</p>
<p>If your project involves training or marketing, explain how this will result in increasing visitation to parks.*</p>	<p>Text: 1000 character limit</p>

<p>If your project involves a vehicle, please describe how often the vehicle will be used for tourism purposes.*</p> <p><i>You may wish to attach tour schedules (documents can be attached at the end of this form).</i></p>	Text: 1000 character limit
<p>Is your project fully costed using third-party quotations?*</p> <p>Applicants must supply all quotations to substantiate their full project cost. See the Program Guidelines and FAQ document for more information.</p> <p><i>Download a copy of the Quote Summary document here, to collate your quotations. You must attach the quote summary and a copy of all quotations on the Attachments page at the end of this form.</i></p>	<p>Drop-down list (2 choices)</p> <ul style="list-style-type: none"> • Yes • No
NATIONAL PARKS	
<p>Is your project operating INTO/WITHIN a national park?*</p>	<p>Drop-down list (2 choices)</p> <ul style="list-style-type: none"> • Yes • No
<p>If you have answered 'Yes' above, do you have a current Commercial Tour Operator (CTO) Licence or a Marine Parks Permit to operate in this park?*</p> <p><i>Attach a copy of your licence/permit to the Attachments page at the end of this form.</i></p>	<p>Drop-down list (4 choices)</p> <ul style="list-style-type: none"> • Yes • No • In-Principle Support supplied by DEW/ Application for licence/permit has been submitted • Not required
<p>If you do not hold the required licence/permit to operate in this park, have you received in-principle support from the Department of Environment and Water (DEW)?</p> <p><i>Documents can be attached at the end of this form.</i></p>	<p>Drop-down list (3 choices)</p> <ul style="list-style-type: none"> • Yes • No • Not required
<p>If you have a current CTO Licence or Marine Parks Permit, please provide your CTO number.</p>	Text
<p>Describe how your project will activate and/or facilitate visitation to national parks*</p>	Text: 2000 character limit
<p>Describe how your project will engage visitors and/or educate them about nature and place*</p>	Text: 2000 character limit
OTHER PROJECT APPROVALS	
<p>Does the project require development approval?*</p> <p><i>Relevant for infrastructure projects located on private land. Upload evidence of development approval to the Attachments page at the end of this form if applicable.</i></p>	<p>Drop-down list (3 choices)</p> <ul style="list-style-type: none"> • Yes • No • Not applicable
<p>Does the project require landlord approval?*</p> <p><i>Relevant for projects partially/fully located on private land. Upload evidence of landlord approvals to the Attachments page at the end of this form if applicable.</i></p>	<p>Drop-down list (3 choices)</p> <ul style="list-style-type: none"> • Yes • No • Not applicable
<p>Do you require any other licences/approvals to operate or deliver the project?*</p>	<p>Drop-down list (3 choices)</p> <ul style="list-style-type: none"> • Yes • No • Not applicable
<p>If yes, what other licenses do you require?</p>	Text: 1000 character limit

MARKETING AND STRATEGIC ALIGNMENT	
Who are your target markets? <i>Can select multiple.</i>	Drop-down list (3 choices) <ul style="list-style-type: none"> • International • Interstate • Intrastate
Are you registered with the Australian Tourism Data Warehouse (ATDW)?* <i>If successful, it is a requirement that your project will be registered on the ATDW by the completion date (30 June 2026 for Stream 1 and 31 December 2026 for Stream 2).</i> <i>For more information, please visit tourism.sa.gov.au/support/atdw</i>	Drop-down list (2 choices) <ul style="list-style-type: none"> • Yes • No
How do you plan to promote and market the project?*	Text: 2000 character limit
<i>You may wish to provide a marketing plan that includes traditional or digital marketing mediums, the use of an online booking system and free promotional tools such as the ATDW. If your application is for marketing, please provide details on how this project integrates with your business marketing plan.</i>	
Explain how visitors can access your tourism product information and how you will respond to visitor enquiries year-round.*	Text: 1000 character limit
How does the project align with the South Australian Visitor Economy Sector Plan 2030 and the South Australian Regional Visitor Strategy 2025?*	Text: 2000 character limit
<i>You can find more information about these strategies via tourism.sa.gov.au/strategies.</i>	
Demonstrate sustainable initiatives that you will implement throughout the delivery of your project* <i>The FAQ document provides information on sustainable initiatives.</i>	Text: 2000 character limit
VISITATION AND JOB RETENTION/CREATION	
Are you enhancing an EXISTING tourism product or experience or creating something NEW?*	Drop-down list (2 choices) <ul style="list-style-type: none"> • Enhancing an existing tourism product or experience • Creating a new tourism product or experience
PROJECTS/BUSINESSES THAT ARE CURRENTLY IN OPERATION	
<i>This section is for applicants who are enhancing existing tourism products or experiences.</i>	
If you are already operating the product or experience, what is your average annual number of visitors?*	Number
<i>Please consider your average visitation numbers from the past three years (e.g. 2020-2022).</i>	
What is your estimated number of visitors for the first and second year of operation, after the project has been completed?*	
First year*	Number
Second year*	Number
How will the project support job creation and/or retention within your business?*	Text: 1000 character limit

NEW PROJECTS/BUSINESSES

This section is for applicants who are creating a new tourism product or experience.

What is your estimated number of visitors for the first and second year of operation, after the project has been completed?*

First year*	Number
Second year*	Number
How will the project support job creation and/or retention within your business?*	Text: 1000 character limit

ATTACHMENTS

Attachments can only be uploaded individually. Please name your attachments accordingly and provide a brief description in the text box available if required. Press 'Upload File' each time you need to upload a new document. Please check that all documents have attached successfully via the Review Application page.	Upload file
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MANDATORY ATTACHMENTS

These attachments must be uploaded before moving to the next step:

- **QUOTATIONS:** Provide recent quotes for all works, services and equipment related to your project. The sum of your quotes must equal the total project value you have identified on the Project Details page. If supplying multiple quotation documents, please upload as a .zip file
- **QUOTATION SUMMARY:** Collate the details of your quotations in this template document. Download a copy from the ENTF webpage
- **FINANCIAL STATEMENTS:** Provide up to three years of financial statements. Refer to the Program Guidelines and FAQ document if you are unclear on what to provide
- **EVIDENCE OF CO-CONTRIBUTION:** Provide evidence of the minimum 20% financial co-contribution you have secured toward the total project value
- **BUSINESS PLAN:** Attach your existing Business Plan if you have one and did not provide details under the Business Plan page

NON-MANDATORY ATTACHMENTS

- Evidence of in-principle support from DEW if operating in a park
- Evidence of your Commercial Tour Operator (CTO) Licence or Marine Parks Permit if already held (if required)
- Evidence of full Development Approval (if required) or evidence from council if Development Approval is not required (email/letter from council)
- Evidence of landlord approval (if required)
- Evidence of any other required licences/approvals to operate
- Evidence of current business insurances/certificates
- If you are applying as a Trust, attach Trust Deed
- Any other supporting documentation (may include sustainability plan, marketing plan etc.)

REVIEW APPLICATION

There will be a chance to review your application in full detail. You are unable to edit this page, however if you would like to edit any part of your application, use the 'Back' button to access the required page, edit accordingly and press 'Next' to ensure the data is saved.

Once you have reviewed the Review Application page and are happy with your application, press 'Next!'

SUBMIT APPLICATION

PRIVACY STATEMENT

- I acknowledge that the South Australian Tourism Commission (SATC), the Government agency administering the Experience Nature Tourism Fund, is subject to certain legislative and administrative accountability and transparency requirements of the Government of South Australia, including public disclosure in accordance with Premier and Cabinet policy.
- I acknowledge that SATC will treat all information provided by applicants sensitively. I agree that any information contained in, or relating to, my application, including information identified by me as confidential, may be disclosed by SATC:
 - to its employees, advisers or third-parties to assess, process and audit an application;
 - within the Government of South Australia or other entities where this serves the legitimate interest of SATC;
 - in response to a request by a House or Committee of the Parliament of South Australia; or
 - where information is authorised or permitted by law to be disclosed; and/or
 - where the information is already in the public domain.
- I acknowledge that information collected will be used and held for the purposes of assessing the application, administering, and handling the grant in accordance with the [Program Guidelines](https://tourism.sa.gov.au/support/grants-and-funding/experience-nature-tourism-fund) (<https://tourism.sa.gov.au/support/grants-and-funding/experience-nature-tourism-fund>) and [SATC's Privacy Policy](https://tourism.sa.gov.au/privacy) (<https://tourism.sa.gov.au/privacy>). I acknowledge that SATC has absolute discretion in determining whether my application is successful.

APPLICANT'S DECLARATION

I declare that:

- I the applicant, declare that there is no actual, potential or perceived conflict of interest in submitting this application. Where a conflict of interest arises during the application process, I will report it immediately to the SATC.
- I have not, to the best of my knowledge having made all reasonable enquiries, omitted any information that would have a bearing on the consideration of my application, and I acknowledge that I may be required to provide evidence of statements made in this application.
 - The statements set out in this application are true and correct in every particular.
 - I understand that my application may be subject to audit.
 - I understand that if any information provided in this application is found to be untrue or misleading, the grant will be repayable on demand, and the matter may be referred to law enforcement and penalties may apply.
- I confirm that by checking this box:
- I am making the above declarations; and
 - I agree that if I receive a grant I will be legally bound by the Grant Agreement.

Please read and complete the following declaration

Are you ready to submit your application?

Once your application is submitted, you are unable to make amendments.

Submit application

The information contained in the Experience Nature Tourism Fund documentation is for general information purposes and is provided in good faith. The SATC and its employees do not warrant or make any representation regarding the use, or results of the use, of the information contained herein as regards to its correctness, accuracy, reliability and currency or otherwise. SATC and its employees expressly disclaim all liability or responsibility to any person using the information or advice. Published 1 July 2025.

South Australian Tourism Commission

ENTF Project Team

T: 08 8429 0660

E: satc.entf@sa.gov.au

GPO Box 1972, Adelaide South Australia 5001

Website

tourism.sa.gov.au

southaustralia.com

