

## European Maritime and Fisheries Fund (EMFF)

### **THIS GUIDANCE NOTE SHOULD BE READ IN CONJUNCTION WITH SUPPORT FOR IMPROVEMENTS TO SHORE-BASED FACILITIES APPLICATIONS**

#### **SUMMARY**

Grant aid is available under the European Maritime and Fisheries Fund (EMFF) programme 2014-2020. The programme shall contribute to the achievement of the following objectives:

- a) promoting competitive, environmentally sustainable, economically viable and socially responsible fisheries;
- b) fostering the implementation of the Common Fisheries Policy (CFP);
- c) promoting a balanced and inclusive territorial development of fisheries areas; and
- d) fostering the development and implementation of the Integrated Maritime Policy (IMP) in a manner complementary to cohesion policy and to the CFP.

**The pursuit of those objectives shall not result in an increase in fishing capacity.**

**This Guidance Note is subject to change once the EMFF goes live. The date of the latest revision is shown in the footer of this document.**

The Support for Improvements to Shore-Based Facilities guidance is for projects taking place in England.

You may want to submit an Expression of Interest Form to see if you are eligible for funding before you complete the application form, but you do not have to.

You must also read the General Guidance as this contains information for all EMFF applications.

We want to give your project the best possible chance at succeeding and have produced a range of resources and guidance which you might find useful. Additional guidance and where to go for further information has been included throughout this guidance.

**The MMO administers the EMFF scheme on behalf of England and EU**

**taxpayers. It is essential that the scheme delivers value for money and that applicants are open and honest when making applications under the scheme.**

**It is a criminal offence to supply information in the application knowing it to be false or not believing it to be true, and you may be liable for a fine or imprisonment if you do so.**

**The MMO will scrutinise your application and may from time to time conduct random checks upon your application and the supporting documents, including contacting proposed suppliers and in the event of irregularities may in its absolute discretion refuse applications.**

**In the event that false or inaccurate information is discovered, the MMO will give consideration to investigating the matter further and may take such enforcement action, including criminal prosecution for example under the Fraud Act 2006 as it considers appropriate. In such circumstances the MMO may also seek to recover any grant paid.**

**You are reminded that if your project is approved and grant offered, specific conditions will apply which will be set out in the Offer Letter.**

**Any breach of these conditions may lead to recovery of any grant paid, and if necessary the MMO may seek recovery through appropriate criminal or civil action.**

**If the grant is not used for the purpose for which it was granted the MMO may seek recovery of any grant paid through appropriate criminal or civil action.**

**Projects that have been physically completed or fully implemented prior to receiving a written acknowledgement from MMO, even though they may meet the scheme objectives and priorities, cannot be funded.**

**In exceptional circumstances, costs incurred prior to submission of your application to MMO and up to a value of 10% of the total eligible project costs can be considered eligible for reimbursement at the funding rate applied providing they are directly related to your project you are applying for and essential to bringing the application to submission stage. The eligibility of these costs are at the MMO's discretion and are not guaranteed and are subject to the approval of the full project and are undertaken entirely at the applicant's own risk. Contact MMO for more details.**

**Projects can commence after receiving a written acknowledgement from MMO. Any costs incurred between receiving a written acknowledgement from MMO and receiving your written decision could result in your project being made ineligible if your project is not approved and are incurred at your own risk.**

**It is the responsibility of you as the applicant to ensure that the project**

**which is the subject of this application is technically viable, complies with all relevant health and safety legislation and any other project specific safety requirements, is your responsibility and not the responsibility of the MMO.**

## **INFORMATION REQUIRED TO APPLY FOR FUNDING**

Before you proceed with creating an application you may wish to have the following items at hand or be aware that they will be necessary to accompany your application when it is submitted;

- A business case –You must only provide a business case if your total project cost is £25,000 or more. Use the Business Case Template document available on the MMO website. If your total project cost is less than £24,999.99 or less you do not have to submit a Business Case
- Financial information - 3 years of either audited or unaudited accounts. See General Guidance for more detail
- Quotes for costs to be incurred – advice is provided in this guidance and the General Guidance on what you need to supply
- Company/charity and Value Added Tax (VAT) Registration numbers if applicable to your circumstances
- Organisation headcount numbers if applicable to your circumstances

## **DEFINITIONS**

In these notes:

- **You** means the applicant. You can employ an agent or consultant to help you complete your application form but you must sign the form. You will be responsible for ensuring that all of the terms and conditions for grant are fulfilled. Responsibility for the content of the application and any supporting information and documentation rests with you and cannot be transferred to your agent or consultants. In particular, this means that you will be expected to retain ownership of the work which is being funded.
- **We** means MMO.
- **Fisheries area** means an area with a sea, river or lake shore, including ponds or a river basin, with a significant level of employment in fisheries that is functionally coherent in geographical, economic and social terms and is designated as such by a Member State.
- **Fisherman** means any person engaging in commercial fishing activities, as recognised by the Member State.
- **Inland fishing** means fishing activities carried out for commercial purposes in inland waters by vessels or other devices.
- **Small-scale coastal fishing** means fishing carried out by fishing vessels of an overall length of 11.99 metres or less and not using towed fishing gear as listed in Table 3 of Annex I to Commission Regulation (EC) No 26/2004.

- **Vessels operating exclusively in inland waters** means vessels engaged in commercial fishing in inland waters and not included in the Union fishing fleet register.

The information provided in this Guidance Note must only be taken as a guide to the grants which are available. The legal basis for the grants is Articles 26, 42, 43, 68 and 69 of Council Regulation (EC) 508/2014, which can be found at <http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32014R0508&from=EN>

## **Part 1 ELIGIBILITY**

### **TYPES OF PROJECTS YOU CAN APPLY FOR**

This Support For improvements to shore-based facilities guidance should be used for projects relating to:

#### **Article 26 Innovation in fisheries**

Projects can include;

- new or substantially improved products and equipment
- new or improved processes and techniques
- new or improved management and organisation systems

#### **Article 42 Added Value, product quality and use of unwanted catches**

Projects can include;

- investments that add value to fishery products,
- innovative investments on board that improve the quality of the fishery products

#### **Article 43 Fishing Ports, landing sites, auction halls and shelters**

Projects can include;

- Investments that increase the quality, control and traceability of the products landed
- Investments that increase energy efficiency
- Investments that contribute to environmental protection
- Improvements to safety and working conditions
- investments improving the infrastructure of fishing ports, auctions halls, landing sites and shelters, including investments in facilities for waste and marine litter collection.
- investments in the construction or modernisation of shelters

## **Article 68 Marketing Measures**

Projects can include;

- creating producer organisations, associations of producer organisations or inter-branch organisations
- finding new markets and improving the conditions for the placing on the market of fishery and aquaculture products
- promoting the quality and the value added through the certification and the promotion of sustainable fishery and aquaculture products,
- Direct marketing of fishery products by small-scale coastal fishermen, the presentation and packaging of products
- contributions to the transparency of production and the markets and conducting market surveys and studies on the Union's dependence on imports
- contributions to the traceability of fishery or aquaculture products
- drawing up standard contracts for SMEs, which are compatible with Union law
- conducting regional, national or transnational communication and promotional campaigns, to raise public awareness of sustainable fishery and aquaculture products. These projects cannot be aimed at commercial brands.

## **Article 69 Processing of fishery and aquaculture products**

Projects can include;

- contributions to energy saving or reducing the impact on the environment, including waste treatment;
- improvements to safety, hygiene, health and working conditions;
- the processing of catches of commercial fish that cannot be destined for human consumption;
- the processing of by-products resulting from main processing activities;
- the processing of organic aquaculture products
- new or improved products, new or improved processes, or new or improved management and organisation systems.

It is the responsibility of the applicant to ensure that gear purchased with EMFF funding meets all necessary legal requirements. If a gear purchased subsequently becomes obsolete or illegal then this is at the applicant's own risk there can be no refunds or claims against the scheme.

**Applicants must comply with all relevant legal requirements of their projects.**

It is the responsibility of you as the applicant to ensure that the project which is the subject of this application is technically viable, complies with all relevant health and safety legislation and any other project specific safety requirements, is your responsibility and not the responsibility of the MMO.

Please note this table is for guidance only and is not exhaustive or binding. If you are unsure whether an item is eligible please check the General Guidance and if you are still unsure contact MMO.

**Table of Eligible Costs**

Item/Area	Eligible Costs	Ineligible Costs
Article 26 Innovation – projects aimed at innovative investment in fisheries	Projects aimed at developing or introducing new or substantially improved products and equipment, new or improved processes and techniques, and new or improved management and organisation systems, including at the level of processing and marketing	Projects not carried out by, or in collaboration with, a scientific or technical body, recognised by the Member State or the Union
	Projects financed under this Article shall be carried out by, or in collaboration with, a scientific or technical body, recognised by the MMO or the European Union. That scientific or technical body shall validate the results of such projects	

Item/Area	Eligible Costs	Ineligible Costs
Article 42 - Added value, product quality and use of unwanted catches	investments that add value to fishery products, in particular by allowing fishermen to carry out the processing, marketing and direct sale of their own catches	
	innovative investments on board that improve the quality of the fishery products	

Item/Area	Eligible Costs	Ineligible Costs
Article 43 - Fishing ports, landing sites, auction halls and shelters	<p>increasing the quality, control and traceability of the products landed, increasing energy efficiency, contributing to environmental protection and improving safety and working conditions, the EMFF may support investments improving the infrastructure of fishing ports, auctions halls, landing sites and shelters, including investments in facilities for waste and marine litter collection</p> <p><b>For the purposes of EMFF shelters are structures for the sheltering of fishing vessels</b></p>	Support shall not cover the construction of new ports, new landing sites or new auction halls

	Investments in fishing ports, auction halls, landing sites and shelters that assist the compliance with the obligation to land all catches in accordance with Article 15 of Regulation (EU) No 1380/2013 and Article 8(2)(b) of Regulation (EU) No 1379/2013	
	added value to under-used components of the catch	
	the construction or modernisation of shelters that improve the safety of fishermen	

Item/Area	Eligible Costs	Ineligible Costs
Article 68 - Marketing measures	creating producer organisations, associations of producer organisations or inter-branch organisations to be recognised in accordance with Section II of Chapter II of Regulation (EU) No 1379/2013	Projects aimed at commercial brands are not eligible
	finding new markets and improving the conditions for the placing on the market of fishery and aquaculture products, including: <ul style="list-style-type: none"> <li>species with marketing potential</li> <li>unwanted catches landed from commercial stocks in accordance with technical measures, Article 15 of Regulation (EU) No 1380/2013 and Article 8(2)(b) of Regulation (EU) No 1379/2013</li> <li>fishery and aquaculture products obtained using methods with low impact on the environment, or organic aquaculture products within the meaning of Regulation (EC) No 834/2007</li> </ul>	
	Promoting the quality and the value added by facilitating: <ul style="list-style-type: none"> <li>the application for registration of a given product and the adaptation of concerned operators to the relevant compliance and certification requirements in accordance with Regulation (EU) No 1151/2012 of the European Parliament and of the Council ( 1 )</li> </ul>	

	<ul style="list-style-type: none"> <li>• the certification and the promotion of sustainable fishery and aquaculture products, including products from small-scale coastal fishing, and of environmentally-friendly processing methods;</li> <li>• the direct marketing of fishery products by small-scale coastal fishermen or by on-foot fishermen;</li> <li>• the presentation and packaging of products</li> </ul>	
	Contributions to the transparency of production and the markets and conducting market surveys and studies on the Union's dependence on imports	
	contributions to the traceability of fishery or aquaculture products and, where relevant, the development of a Union-wide eco-label for fishery and aquaculture products as referred to in Regulation (EU) No 1379/2013	
	the drawing up of standard contracts for SMEs, which are compatible with Union law	
	projects conducting regional, national or transnational communication and promotional campaigns, to raise public awareness of sustainable fishery and aquaculture products	
	<b>The projects referred to above may include the production, processing and marketing activities along the supply chain</b>	

Item/Area	Eligible Costs	Ineligible Costs
Article 69 - Processing of fishery and aquaculture products	contributions to energy saving or reducing the impact on the environment, including waste treatment	
	Improvements to safety, hygiene, health and working conditions within processing	
	support for the processing of catches of commercial fish that cannot be destined for human consumption	
	Projects that relate to the processing of by-products resulting from main processing activities	
	Projects that relate to the processing of organic aquaculture products pursuant to Articles 6 and 7 of Regulation (EC) No 834/2007	
	Projects that lead to new or improved products, new or improved processes, or new or improved management and organisation	

	systems	
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<b>Item/Area</b>	<b>Eligible Costs</b>	<b>Ineligible Costs</b>
All Articles - Recreational Sea Angling	None	Projects related to recreational sea angling are not eligible for funding from the EMFF
All Articles - Commercial Sea Angling	Projects related to commercial sea angling are potentially eligible for funding from the EMFF. Applicants must be in possession of all necessary licences and permits	
All Articles		Preventative or scheduled maintenance costs
All Articles	costs necessary for and directly related to the installation of items approved	
All Articles	The purchase or leasing of vehicles is only eligible if the vehicle in question has a direct contribution to the project and is not used for any other purpose	
All Articles		Maintenance costs and mandatory costs associated with the vehicle like insurance, road tax and MOT of any vehicles are not eligible for funding
All Articles		statutory or mandatory requirements of law and byelaws

The EMFF is designed to assist those who cannot afford to fund projects without support. If it is considered that you can afford your project without support your project will not be approved.

## **Part 2 About Your Project**

## **Tell Us Your Position With Regard to Planning And Environmental Consents/Authorisations**

If this is '**Not applicable**' then you do not have to provide any information. If you have '**Applied for and received**' then complete the table in the application. If you have '**Applied for but not yet received**' or '**Needed- haven't yet applied**' then you must list the descriptions of the consent/authorisations and enter 'to be confirmed' in the space provided. You will need to provide us with a copy of each consent/authorisation alongside this application form.

No offer of funding can be made until all planning consents/authorisations have been received and copies sent to the MMO. In some circumstances an Offer in Principle can be issued pending receipt of consents/authorisations.

If your planning consents and/or licences are not in place when you apply to MMO for funding you should supply details of when these are expected and forward them to MMO as soon as they have been received. An offer of funding cannot be issued without required planning consents and/or licences being in place. It is possible you can receive an offer in principle if your project is eligible and meets the requirements of the scheme. An offer in principle is not an offer of funding and you cannot claim funds until you receive an offer of funding.

### **Have You Considered the Marine Policy Statement, or Any Adopted Marine Plans in Force in the Area(s) Your Project Will Take Place?**

If you have considered the Marine Policy Statement, or any adopted marine plans in force in the area(s) your project will take place, as part of your project development, then answer 'Yes' to this question. If you answer 'Yes' then explain how you have considered the Marine Policy Statement, or any adopted marine plans in force in the area(s) your project will take place, as part of your project development. In particular have any Marine Planning policies influenced this project? If so please give the policy reference and details.

If you answer 'No' then explain why you have not considered the Marine Policy Statement, or any adopted marine plans in force in the area(s) your project will take place, as part of your project development. See the following website for more information on Marine Plans:

<https://www.gov.uk/government/collections/marine-planning-in-england>

## **Part 3 Your Project Finance**

You will need to provide details of your project including the costs of the items you would like to apply for. You will need to provide quotes for these items. Below is a table of the numbers of quotes we require. See General Guidance Note for specific quotation guidance.

### Minimum Number of Quotes Required

Individual Items with a Value (excluding VAT) of:	Number of Quotes or Tenders
over £0 and up to £1,500	Single written quote
£1,500.01 and up to £5,000	At least two quotes must be provided. If at least two quotes have not been provided, then an explanation must be provided
£5,000.01 and up to £60,000	At least three quotes must be provided. If at least three quotes have not been provided, then an explanation must be provided
equal to or over £60,000.01	3 quotes or evidence of tender including evidence of the evaluation system used, details of the chosen tender and scoring  <b>See General Guidance Note for more advice on public/private procurement rules</b>

You will need to tell us what sort of applicant you are based on your business type. You can find out if you are a public applicant or a private applicant in the General Guidance.

Labour costs of a contractor/supplier for fitting can constitute a separate item.

You should obtain at least the minimum number of quotes for any individual item, as shown in the table and include all original quotes, signed and dated by the supplier with your application form.

In exceptional circumstances we may consider accepting fewer quotes than the minimum numbers. For example it may not be possible to obtain three quotes for specialist equipment. If you are unable to provide the minimum number of quotes or tenders required, you should speak to MMO for advice and your application should explain why this has not been possible.

See the General Guidance for information on how to deal with any quotes you may have in Euros.

## How Will Your Project Be Funded?

We need to know how your project will be funded and where this money will come from. This includes funds you are intending to seek as well as those already obtained. Part of your project funding will come from grant funding and the remainder from yourself or another public source. This can include private savings, money from your organisation, a loan or another grant and is referred to as your match funding. Your match funding should be in place before you apply to the EMFF. If your match funding is not in place an Offer in Principle may be issued until your match funding is obtained and can be proved. Contact MMO for advice if you think this will affect you.

The table below is an example of how a project could be funded;

(1) Sector	(2) Source	(3) % of Eligible Costs	(4) £
Public Sector	EMFF Grant	40	440
	National Grant	10	110
	Organisation Name (state the source) <i>E.g. Environment Agency, Natural England, Seafish</i>		
Private Sector	(state the source) <i>E.g. loans</i>	50	550
Other	(state the source)		
<b>Total</b>		<b>100</b>	<b>£1,100</b>

## Grant Rates

The tables in the following pages explain how much funding you might be able to apply for. Funding is dependent on a number of factors so before you look at the tables you will need to know;

- What business or organisation type you are, this might be a private business or a public organisation
- Which article of the regulation you are applying under, the eligibility tables earlier in this document will tell you this based on what you plan to do
- If applicable to your circumstances you need to know if you are a small scale coastal fisher based on the definition from the European Commission, see below for details

## Collective/Non collective type of projects

To determine the amount of funding a project can attract it is necessary to determine if the project is of Collective benefit or Non-Collective benefit as set out in the European regulations and National law.

In simple terms;

If a project has no direct financial benefit to either the applicant delivering the scheme or the beneficiary of the project and has both collective interest and collective beneficiaries (those benefitting from the project) then it can be considered Collective.

If a project has a direct financial benefit to either the applicant delivering the scheme or the beneficiary of the project then it is considered Non -Collective.

In addition, to be eligible for the higher public funding rate the project must have innovative features. These can be activities that are innovative to the sector or industry but can also be innovative to a business but must be present and if the project is being delivered at a local level the innovative features must be present at that local level.

Examples of types of projects are below;

Example 1	Status	Reason for status
A collection service for discarded catches in an infrastructure-remote region owned and operated by a private processor who processes the discards themselves for onward sale as bait	Non-Collective	The processor is providing a service to the fishermen free of charge however the processor is expected to make a financial gain from the onward sale of that bait
However if the end result changes...		
A collection service for discarded catches in an infrastructure-remote region owned and operated by a private processor who processes the discards reselling them to the fishermen at cost price	Collective	The processor is not making a profit on the discards and the fishermen are getting a necessary service at a cost price

Example 2	Status	Reason for status
A charity providing training	Non-Collective	The charity is not gaining

to fishermen on business development, the training is free of charge to the attendees and the charity is using its own funds and staff		from delivering the training but the attendees on the course are expected to learn skills to develop their business and improve profitability
However if the focus of the training changes...		
A charity providing training to fishermen on non-mandatory safety at sea, the training is free of charge to the attendees and the charity is using its own funds and staff	Collective	The training in this example is designed to save lives at sea and there is no financial benefit to either the applicant delivering the training or the trainee

<b>Example 3</b>	<b>Status</b>	<b>Reason for status</b>
A local authority providing health and safety improvements to a port to allow fishermen and the public to access a quay safely	Collective	The local authority is undertaking the work to ensure there are fewer or no accidents on the quay; there are no monetary benefits to either the local authority or the quay users and visitors

<b>Example 4</b>	<b>Status</b>	<b>Reason for status</b>
A scientific organisation doing research into a fishery to fill a gap in stock information, the results of which will be disseminated free of charge to everyone including the fishermen that fish the region	Collective	There is no financial gain to the research organisation doing the research and the primary benefits from the research will be better stock management in the region

<b>Example 5</b>	<b>Status</b>	<b>Reason for status</b>
A gear manufacturer trialling new gear that is expected to reduce the physical and biological impacts of fishing on the	Collective	The main benefit of this project is to find gear that allows fishers to fish while reducing the biological impacts of their activity on

sea bed		the sea bed
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## Public/Private Organisations

To determine how much public funding you are eligible to apply for we need to understand the type of applicant you are. Public funding is the European and National government (MMO) element of the funding that could be offered to you. The type of applicant you are is either public, private or a private company providing a public service. These types are described below along with questions to help you identify what type of applicant you are.

How to determine whether you are a public or private applicant

- Are you a public organisation? A public organisation is one which is part of a government department or an organisation whose work is part of the process of government, but is not a government department and gets its funding from a public source such as the government. If yes you are applicant type **A**.
- Are you a private organisation providing Services of General Economic Interest (SGEI)? SGEI are economic activities that public authorities identify as being of particular importance to citizens and that would not be supplied (or would be supplied under different conditions) if there were no public intervention. Examples are transport networks, postal services or social services. The SGEI must be central to the project being applied for. If yes you are applicant type **B**.
- Are you a private organisation not delivering SGEI? – see above for an SGEI definition. If yes you are applicant type **C**.

## Funding Available

- If you are applicant type A you are eligible to apply for 100% public funding for your project.
- If you are applicant type B then you are eligible to apply for 100% public funding for your project.
- If you are applicant type C you are eligible to apply for at least 50% funding. You can apply for more than 50% if you are any of the following types of applicant;

Are you a SSCF or is the project related to the small scale coastal fisheries fleet? If yes you can get 80% public funding see below for an example;

Total project cost	Public - EMFF	Public – National	Private Contribution
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£10,000	£6,000.00	60%	£2,000.00	20%	£2,000.00	20%
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Are you a Producer Organisation, an association of Producer's Organisations or an inter-branch organisation? If yes you can get 75% public funding, see below for an example;

Total project cost	Public - EMFF		Public – National		Private Contribution	
£10,000	£5,625.00	56.25%	£1,875.00	18.75%	£2,500.00	25%

Are you a Fishermen's Association? If yes you can get 60% public funding, see below for an example;

Total project cost	Public - EMFF		Public – National		Private Contribution	
£10,000	£4,500.00	45%	£1,500.00	15%	£4,000.00	40%

### **Grant Rates Key:**

SSCF	Small scale coastal Fishing – vessels 11.99m or less not using towed gear
PO	Producer Organisation
SME	Micro, small and medium enterprises – see General Guidance note for further advice

The grant rate tables include Notes which apply to some projects and can allow them to apply for a higher rate of funding. An explanation of the notes is below. If you think these apply to your project and you are eligible for the higher rate of funding please contact the MMO for further advice.

Note 1	An applicant may be able to secure funding from another public source to match the EMFF funding; if not, the applicant will need to provide their own (private) match funding
Note 2	The MMO may decide to provide the public match funding if no other source of public funding is available and the project is judged to make a strong contribution to a priority policy objective
Note 3	These projects can receive up to 100% of the total eligible expenditure from grant funding

## **Article 26**

This Article covers projects that stimulate innovation in fisheries. It can fund the development or introduction of;

- new or substantially improved products and equipment,
- new or improved processes and techniques
- new or improved management and organisation systems

Funding can include projects at the level of processing and marketing.

<b>Article 26 Innovation in Fisheries</b>							
Type of Applicant	Grant Rates as Percentages of Eligible Costs					Limits of Grant Available	
	Total public money %	EMFF %	National IB %	National other % (see note 1)	Private %	Minimum Grant £	Maximum Grant £
Public	100	75	0	25		1000	200,000
Private	50	37.5	0	12.5	50	1000	200,000
Private (SSCF) + 30%	80	60	0	20	20	1000	200,000
Private (organisations of fishermen/collective) +10%	60	45	0	15	40	1000	200,000
Private (POs) +25%	75	56.25	0	18.75	25	1000	200,000
If any of the types of applicant above has a project in which meets the criteria below, the grant rates above will be superseded by the rates below; see note 3;							
Projects which meet all the following three criteria – see General Guidance for details;  1. Project has collective interests  2. Project has collective beneficiaries  3. Project has innovative features	50 - 100	0- 50		0-50	0-50	1000	200,000

## **Article 42 – Added value, product quality and use of unwanted catches**

This Article covers projects that add value, improve product quality and help the use of unwanted catches. It can fund the development or introduction of;

- investments that add value to fishery products, in particular by allowing fishermen to carry out the processing, marketing and direct sale of their own catches
- innovative investments on board that improve the quality of the fishery products

Funding is conditional on the use of selective gears to minimise unwanted catches and shall only be granted to owners of Union fishing vessels that have carried out a fishing activity at sea for at least 60 days during the two calendar years preceding the date of submission of the application for support.

<b>Article 42 Added value, product quality and use of unwanted catches – Improve the value of fisheries products &amp; allow fishermen to process, market &amp; sell their catch</b>							
Type of Project	Grant Rates as Percentages of Eligible Costs					Limits of Grant Available	
	Total public money %	EMFF %	National IB %	National other %*	Private %	Minimum Grant £	Maximum Grant £
Public	100	75	25			200	70,000
Private	50	37.5	12.5		50	200	70,000
Private (SSCF) + 30%	80	60	20		20	200	70,000
Private (organisations of fishermen/collective) +10%	60	45	15		40	200	70,000
Private (POs) +25%	75	56.25	18.75		25	200	70,000
If any of the types of applicant above has a project in the category below, the grant rates above will be superseded by the rates below; see note 3;							
Projects which meet all the following three criteria – see General Guidance for details;  1. Project has collective interests  2. Project has collective beneficiaries  3. Project has innovative features (if applicable)	50 - 100	0- 50	0-50		0-50	200	70,000

## **Article 43 – Fishing ports, landing sites, auction halls and shelters**

This Article covers projects that invest in ports and harbours. It can fund;

- Investments that increase the quality, control and traceability of the products landed
- Investments that increase energy efficiency
- Investments that contribute to environmental protection
- Improvements to safety and working conditions
- investments improving the infrastructure of fishing ports, auctions halls, landing sites and shelters, including investments in facilities for waste and marine litter collection
- investments in the construction or modernisation of shelters

Support cannot cover the construction of new ports, new landing sites or new auction halls.

<b>Article 43 Fishing ports, landing sites, auction halls and shelters – Projects investing in the obligation to land all catches</b>							
Type of Project	Grant Rates as Percentages of Eligible Costs					Limits of Grant Available	
	Total public money %	EMFF %	National IB %	National other %*	Private %	Minimum Grant £	Maximum Grant £
Public	100	75		25		500	500,000
Private	50	37.5	12.5		50	500	500,000
Private (organisations of fishermen/collective) +10%	60	45	15		40	500	500,000
Private (POs) +25%	75	56.25	18.75		25	500	500,000
If any of the types of applicant above has a project in the category below, the grant rates above will be superseded by the rates below; see note 3;							
Projects which meet all the following three criteria – see General Guidance for details;  1. Project has collective interests  2. Project has collective beneficiaries  3. Project has innovative features	50 - 100	0- 50	0-50		0-50	500	500,000

<b>Article 43 Fishing ports, landing sites, auction halls and shelters – Projects investing in fishing ports, auction halls, landing sites and shelters</b>							
Type of Project	Grant Rates as Percentages of Eligible Costs					Limits of Grant Available	
	Total public money %	EMFF %	National IB %	National other %*	Private %	Minimum Grant £	Maximum Grant £
Public	100	75		25		500	2,000,000
Private	50	37.5	12.5		50	500	2,000,000
Private (organisations of fishermen/collective) +10%	60	45	15		40	500	2,000,000
Private (POs) +25%	75	56.25	18.75		25	500	2,000,000
If any of the types of applicant above has a project in the category below, the grant rates above will be superseded by the rates below; see note 3;							
Projects which meet all the following three criteria – see General Guidance for details;  1. Project has collective interests  2. Project has collective beneficiaries  3. Project has innovative features (if applicable)	50 - 100	0- 50	0-50		0-50	500	2,000,000

## **Article 68 – Marketing measures**

This Article covers projects that invest in marketing. It can fund;

- creating producer organisations, associations of producer organisations or inter-branch organisations
- finding new markets and improving the conditions for the placing on the market of fishery and aquaculture products including species with marketing potential, unwanted catches landed from commercial stocks and fishery and aquaculture products obtained using methods with low impact on the environment
- promoting the quality and the value added by facilitating the application for registration of a given product, the certification and the promotion of sustainable fishery and aquaculture products, the direct marketing of fishery products by small-scale coastal fishermen, the presentation and packaging of products

- contributing to the transparency of production and the markets and conducting market surveys and studies on the Union's dependence on imports
- contributing to the traceability of fishery or aquaculture products
- drawing up standard contracts for SMEs, which are compatible with Union law
- conducting regional, national or transnational communication and promotional campaigns, to raise public awareness of sustainable fishery and aquaculture products. These projects cannot be aimed at commercial brands

Projects may include the production, processing and marketing activities along the supply chain.

<b>Article 68 Marketing measures</b>							
Type of Applicant	Grant Rates as Percentages of Eligible Costs					Limits of Grant Available	
	Total public money %	EMFF %	National IB %	National other %*	Private %	Minimum Grant £	Maximum Grant £
Public	100	75	25			1000	300,000
Private	50	37.5	12.5		50	1000	300,000
Private (SSCF) + 30%	80	60	20		20	1000	300,000
Private (organisations of fishermen/collective) +10%	60	45	15		40	1000	300,000
Private (POs) +25%	75	56.25	18.75		25	1000	300,000
If any of the types of applicant above has a project in the category below, the grant rates above will be superseded by the rates below; see note 3;							
Projects which meet all the following three criteria – see General Guidance for details;  1. Project has collective interests  2. Project has collective beneficiaries  3. Project has innovative features (if applicable)	50 - 100	0- 50	0-50		0-50	1000	300,000

## **Article 69 – Processing of fisheries and aquaculture products**

This Article covers projects that invest in the processing of fisheries and aquaculture products. It can fund projects that;

- contribute to energy saving or reducing the impact on the environment, including waste treatment

- improve safety, hygiene, health and working conditions
- support the processing of catches of commercial fish that cannot be destined for human consumption
- relate to the processing of by-products resulting from main processing activities
- relate to the processing of organic aquaculture products
- lead to new or improved products, new or improved processes, or new or improved management and organisation systems

<b>Article 69 Processing of fisheries and aquaculture products</b>							
Type of Applicant	Grant Rates as Percentages of Eligible Costs					Limits of Grant Available	
	Total public money %	EMFF %	National IB %	National other %*	Private %	Minimum Grant £	Maximum Grant £
Public	100	75	25			1000	600,000
Private	50	37.5	12.5		50	1000	600,000
Private (SSCF) + 30%	80	60	20		20	1000	600,000
Private (organisations of fishermen/collective) +10%	60	45	15		40	1000	600,000
Private (POs) +25%	75	56.25	18.75		25	1000	600,000
If any of the types of applicant above has a project in the category below, the grant rates above will be superseded by the rates below; see note 3;							
Projects which meet all the following three criteria – see General Guidance for details;  1. Project has collective interests  2. Project has collective beneficiaries  3. Project has innovative features (if applicable)	50 - 100	0- 50	0-50		0-50	1000	600,000

## **Part 4 What Will Your Project Achieve?**

### **What Are the Targets and Benefits of Your Project?**

#### **Targets**

Targets tell us what your project will achieve and how it will contribute to the development of your business. We use them to assess the progress and achievements of your project.

Targets are set by yourself based on your knowledge of your business and project. We may work with you to develop these targets further.

We will use these targets to measure the progress and success of your project. These targets and any benefits you have outlined will be included in your Offer Letter.

Good targets must be specific to your business and project, be able to be easily measured, must be directly achievable by your project, be realistic and have timescales to make them easy to assess.

There are explanations and examples in the table below;

<b>Example target</b>	<b>What makes it a good target?</b>
The new filleting line throughput will increase from 100 fillets per hour to 200 fillets per hour	<p>In this example the filleting line is the main element of the project and so will directly influence the throughput of fillets. The target should relate directly to filleting line</p> <p>Making a target achievable is important as we don't want you to tell us something you will struggle to meet. Make sure your target is something you can control to have the best chance of meeting it. We want your project to be a success</p>
The profitability of the business will increase by 5% in the first year increasing to 10% after 3 years	<p>This target is measureable. You will know much your profits have increased from previous years and will be able to measure this easily in future years. The example also has an annual timescale on it which makes it easy to calculate</p> <p>Measurements can be almost anything depending on your project including but not limited to fuel usage, days lost to breakdowns/maintenance, increases in sale prices/value or profits made</p>
The improved throughput and reliability of my processing lines will allow my business to increase its customers by 5	The throughput increase in this example will directly affect the number of customer's orders that can be fulfilled. The numbers of

<p>in the first year and continue to increase in the following 4 years</p>	<p>new customers can be easily counted and the evidence provided</p> <p>You must make sure that your targets are specific to your project. You must be able to control the activity that relates to your target to have the best chance of meeting them</p>
<p>The business will buy 95% of its fish from boats landing in a 10 mile radius</p>	<p>In this example the intention to buy local fish can easily be monitored and reported on. The percentage figure should be realistic and challenging but not so high that you are likely to miss it. We want you to achieve what you tell us so make sure you leave a small margin, just in case</p> <p>Targets should be able to be met by you without too much difficulty. If you make them unrealistic and overestimate your achievements and you don't reach them you may put your funding at risk</p>
<p>10 more fishing vessel berths will be made available to the catching sector in my port in the first 2 years and a further 10 in the subsequent 3 years</p>	<p>This target has two clear timescales, the first at 2 years and the next at 5 years. These can be easily reported on and offers a way to assess your progress during the project</p> <p>Putting timescales on your project helps you to keep an eye on progress. The length of time depends on the project but in most cases we would expect to see a minimum of 3 years. Timescale will also help you report on your progress</p>

### **Benefits**

You will need to describe the expected benefits of your project on yourself, your organisation and the wider fisheries sector. For example, you could describe how installing new and more efficient refrigeration equipment will enable you to get better quality fish back to shore without increasing your catch.

<p>Financial benefits</p>	<p>When writing about the benefits of your project, you should include any financial</p>
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	<p>benefits. For example an increase in profitability, turnover or job creation. Explain how you will determine your project has been a success and has been value for money</p> <p>Confirmation whether your project will result in safeguarding jobs including those which are under threat (jobs can be safeguarded by a project only if the completion of your project will directly contribute to the prevention of staff being made redundant)</p> <p>You must provide details of how you have calculated any financial benefits, including what discount rates are applied. You should indicate how the benefits of your project will continue to be delivered after the grant support comes to an end</p> <p>Additionally you should provide details on whether your project will result in increased profitability (either in terms of reduced losses or increased returns) and whether your project will lead to increased turnover and/or demand</p>
Environmental benefits	<p>For example relieving pressure from pressurised fishing stocks or discards. You should set out any benefits on the environment associated with your project. These may include improvements to air quality, water quality, wildlife habitats, biodiversity and the use of primary materials</p>
Other benefits	<p>Such as social benefits. You should set out any expected social benefits associated with your project. This might include improvements to your company's reputation which is very real but harder to prove or whether your project will provide benefits to the local community e.g. establishing a network</p>

Monitoring	Outline how you will measure these benefits during your project and after its completion. Make sure they are relatively easy for you to monitor, you do not have make things difficult for yourself

If you do not meet the targets and benefits originally agreed and set out in the offer letter issued to you by MMO then the level of achievement of the targets and benefits will be considered. MMO will take a proportionate approach to this consideration and where possible work with you to address the issues. MMO must protect the public funding elements of the EMFF scheme and any match funding wherever possible so recovery of funding already paid to you or the withholding of funding outstanding may occur if it is considered necessary.

## **Part 5 What To Do Now**

If you are ready to apply for funding you should make sure you have addressed the following;

- a) Certified Copy of your Identification documents (Passport/Driving Licence/Utility Bill(s)) (If Applicable)
- b) Letter To Show Proof Of Authority For (Joint) Partnerships (If Applicable)
- c) A Business Case (If Applicable)
- d) Your Organisation's Finances including 3 years accounts
- e) The correct number of quotes
- f) All projects, where there is a workforce of one or more persons, whether permanent or temporary, must comply with any sanitary rules appropriate to the UK
- g) You must confirm that you have read the associated General Guidance and this Investments on Board Fishing Vessels Guidance Note

**Please note that we will not be able to return the copies of any documents to you.**

## **Part 6 Ready to Apply?**

The E-system can be accessed on the MMO website. The E-system is simple to use and you will be able to log-in and see the status of your application and upload documents such as quotes.

## **Contact Details**

### **Write to**

European Grants Team  
Marine Management Organisation  
Lancaster House  
Newcastle Business Park  
Newcastle upon Tyne  
NE4 7YH

### **Telephone**

020802 65539

### **Email**

[EMFF.queries@marinemanagement.org.uk](mailto:EMFF.queries@marinemanagement.org.uk)

You will receive an acknowledgement of your application within 5 working days of submission the MMO. We will inform you in writing within 8 weeks if your application has been successful or not, provided you have supplied all the necessary information and documentation. If it has been successful then you will be sent an Offer Letter which will contain further instructions.

If you are unsuccessful then see the MMO website for more information on re-applying, appealing and MMO's complaint procedure.