



European Maritime and Fisheries Fund (EMFF)

THIS GUIDANCE SHOULD BE READ IN CONJUNCTION WITH SUPPORT FOR AQUACULTURE, PROCESSING AND MARKETING 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 aquaculture;
- b) fostering the implementation of the Common Fisheries Policy (CFP);
- c) promoting a balanced and inclusive territorial development of aquaculture 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.

This Support for Aquaculture, Processing and Marketing 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 UK 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 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.
- Aquaculture is the farming of aquatic organisms in inland and marine waters,

involving intervention in the rearing process to enhance production and the individual or corporate ownership of the stock being cultivated
Therefore aquaculture is the farming of aquatic organisms in inland and marine waters. And there must be;

- intervention in the rearing process to enhance production
- individual or corporate ownership of the stock being cultivated

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 47, 48, 49, 50, 51, 54, 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

Where projects consist of investments in equipment or infrastructure ensuring compliance with future requirements relating to the environment, human or animal health, hygiene or animal welfare under Union law, support may be granted until the date on which such requirements become mandatory for the enterprises.

Support shall not be granted to aquaculture projects in marine protected areas, if it has been determined by the MMO, on the basis of an environmental impact assessment, that the operation would generate significant negative environmental impact that cannot be adequately mitigated.

It is the responsibility of you as the applicant and not the MMO 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.

This guidance note covers;

Article 47 Innovation (in aquaculture)

Projects can include

- projects developing technical, scientific or organisational knowledge in aquaculture farms, which, in particular, reduces the impact on the environment, reduces dependence on fish meal and oil, fosters a sustainable use of resources in aquaculture, improves animal welfare or facilitates new sustainable production methods
- projects developing or introducing on the market new aquaculture species with good market potential, new or substantially improved products, new or improved processes, or new or improved management and organisation systems
- projects exploring the technical or economic feasibility of innovative products or processes

Article 48 Productive investments in aquaculture

Aquaculture is the farming of aquatic organisms in inland and marine waters, involving intervention in the rearing process to enhance production and the individual or corporate ownership of the stock being cultivated. Therefore aquaculture is the farming of aquatic organisms in inland and marine waters. And there must be both;

- intervention in the rearing process to enhance production and
- individual or corporate ownership of the stock being cultivated

Projects can include;

- diversification of species and production
- the modernisation of aquaculture units
- health and safety investments
- the enhancing of quality and/or the adding of value of aquaculture products

Support may be granted for the increase in production and/or modernisation of existing aquaculture enterprises, or for the construction of new ones, provided that the development is consistent with the multiannual national strategic plan, which can be found here:

https://consult.defra.gov.uk/fisheries/european-maritime-and-fisheries-fund-in-the-uk/supporting_documents/Multiannual%20National%20Plan%20for%20the%20Development%20of%20Sustainable%20Aquaculture.pdf

Article 49 Management, relief and advisory services for aquaculture farms

Projects can include

- the setting-up of management, relief and advisory services for aquaculture farms
- the management needs to enable aquaculture farms to comply with European Union and national aquatic animal health and welfare or public health legislation
- health and safety improvements
- assistance with development of marketing and business strategies

Article 50 Human capital and networking in aquaculture

Projects can include

- professional training, lifelong learning, the dissemination of scientific and technical knowledge and innovative practices
- the acquisition of new professional skills in aquaculture with regard to the reduction of the environmental impact of aquaculture activities
- the improvement of working conditions and the promotion of occupational safety

Article 51 Increasing the potential of aquaculture sites

Projects can include

- identifying and mapping of the most suitable areas for developing aquaculture
- contributing to the improvement and development of support facilities and infrastructures required to increase the potential of aquaculture sites
- reductions in the negative environmental impact of aquaculture, including investments in land consolidation, energy supply or water management

Article 54 Aquaculture providing environmental services

Projects can include

- aquaculture methods compatible with specific environmental needs and subject to specific management requirements resulting from the designation of NATURA 2000 areas in accordance with Directives 92/43/EEC and 2009/147/EC
- participation, in terms of costs directly related thereto, in ex-situ conservation and reproduction of aquatic animals, within the framework of conservation and biodiversity restoration programmes developed by public authorities, or under their supervision
- aquaculture projects which include conservation and improvement of the environment and of biodiversity, and management of the landscape and traditional features of aquaculture zones. Funding will be granted to applicants who commit themselves for a minimum period of five years to aqua-environmental requirements that go beyond the mere application of Union and national law. The environmental benefits of the project must be demonstrated by a prior assessment conducted by competent bodies designated by the Member State, unless the environmental benefits of that project are already recognised

Article 68 Marketing measures

Projects can include

- the creation of producer organisations, associations of producer organisations or inter-branch organisations
- the finding of 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
- fishery and aquaculture products obtained using methods with low impact on the environment
- organic aquaculture products promoting the quality and the value added products
- the certification and the promotion of sustainable fishery and aquaculture products, including products from small-scale coastal fishing, and of environmentally-friendly processing methods
- the 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

- contributing to the traceability of fishery or aquaculture products and, where relevant, the development of a Union–wide Eco label for fishery and aquaculture products

Article 69 Processing of fishery and aquaculture products.

Projects can include;

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

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

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.

Eligible Items Table

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.

Item/Area	Eligible Costs	Ineligible Costs
Article 47 Innovation (in aquaculture)	developing technical, scientific or organisational knowledge in aquaculture farms, which, in particular, reduces the impact on the environment, reduces dependence on fish meal and oil, fosters a sustainable use of resources in aquaculture, improves animal welfare or	

	facilitates new sustainable production methods	
	developing or introducing on the market; <ul style="list-style-type: none"> • new aquaculture species with good market potential • new or substantially improved products • new or improved processes • new or improved management and organisation systems 	
	exploring the technical or economic feasibility of innovative products or processes	
	projects must be carried out by, or in collaboration with, public or private scientific or technical bodies, recognised by the Member State, which must validate the results of such projects	

Item/Area	Eligible Costs	Ineligible Costs
Article 48 Productive Investments in Aquaculture	diversification of species and production	retail – including premises and vehicles related to retail businesses
	diversification activities that complement the core business	
	health and safety investments	the purchase and modernisation of vessels unless exclusively operating in inland waters and not holding a commercial fishing licence
	The modernisation of aquaculture units	
	restoration of ponds and lagoons including removal of silt	the construction of new aquaculture enterprises, where the development is not consistent with the multiannual national strategic plan
	the enhancement of quality or the adding of value to aquaculture products	
	reductions in the negative impacts or enhancement of the positive effects of aquaculture on	

	the environment	
	Improvements that increase resource efficiency	
	improvements to animal health and welfare including equipment to protect farms from wild predators	Support for complementary diversification of income will only be granted to aquaculture enterprises if the complementary activities relate to the core aquaculture business of the enterprise, including angling tourism, environmental services related to aquaculture or educational activities concerning aquaculture
	investments in substantial reduction in the impact of aquaculture enterprises on water usage and quality, in particular through reducing the amount of water or chemicals, antibiotics and other medicines used, or through improving the output water quality, including through the deployment of multi-trophic aquaculture systems	
	the promotion of closed aquaculture systems where aquaculture products are farmed in closed recirculation systems, thereby minimising water use	
	investments increasing energy efficiency and promoting the conversion of aquaculture enterprises to renewable sources of energy	

Item/Area	Eligible Costs	Ineligible Costs
Article 49 Management, relief and advisory services for aquaculture farms	the setting-up of management, relief and advisory services for aquaculture farms (support shall only be granted to public law bodies or other entities selected by the MMO to set up the farm advisory services)	running costs of advisory providers
	the purchase of farm advisory services of a technical, scientific, legal, environmental or economic nature	

Item/Area	Eligible Costs	Ineligible Costs
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Article 50 Promotion of human capital and networking.	professional training	funding for large aquaculture enterprises, unless they are engaged in knowledge-sharing with SMEs
	lifelong learning	
	the dissemination of scientific and technical knowledge and innovative practices	
	the acquisition of new professional skills in aquaculture and with regard to the reduction of the environmental impact of aquaculture projects	
	the improvement of working conditions and the promotion of occupational safety	
	funding can be given to public or semi-public organisations and to other organisations recognised by the MMO and to spouses of self-employed aquaculture farmers or, where and in so far as they are recognised by national law, to the life partners of self-employed aquaculture farmers	
	funding may be granted to public or semi-public organisations and to other organisations recognised by the MMO	

Item/Area	Eligible Costs	Ineligible Costs
Article 51 Increasing the potential of aquaculture sites	mapping of suitable areas for developing aquaculture – public law bodies or private bodies entrusted by the MMO only. For advice on eligible applicants please contact MMO	anyone who is not a public body or otherwise authorised by the MMO
	improvement and development of support facilities and infrastructure to increase potential of aquaculture sites – public law bodies or private bodies entrusted by the Member state only. For advice on eligible applicants please contact MMO	gear that is detrimental to stocks and ecosystems

	land consolidation	
	energy supply or water management improvements	

Item/Area	Eligible Costs	Ineligible Costs
Article 54 Aquaculture providing environmental services	aquaculture methods compatible with specific environmental needs and subject to specific management requirements resulting from the designation of NATURA 2000 areas in accordance with Directives 92/43/EEC and 2009/147/EC	
	costs directly related to participation in conservation and reproduction of aquatic animals, within the framework of conservation and biodiversity restoration programmes developed by public authorities, or under their supervision	
	aquaculture projects which include conservation and improvement of the environment and of biodiversity, and management of the landscape and traditional features of aquaculture zones Support above shall be granted only to applicants who commit themselves for a minimum period of five years to aqua-environmental requirements that go beyond the mere application of European Union and national law. The environmental benefits of the operation must be demonstrated by a prior assessment conducted by competent bodies designated by the MMO, unless the environmental benefits of that operation are already recognised	

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
	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"> • species with marketing potential • 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 • 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 • promoting the quality and the value added by facilitating • 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) • the certification and the promotion of sustainable fishery and aquaculture products, including products from small-scale coastal fishing, and of environmentally-friendly processing methods • the direct marketing of fishery products by small-scale coastal 	projects and activities related to retail including shops, market stalls and door to door deliveries wholesale projects are eligible for funding where applicable

	<p>fishermen or by on-foot fishermen</p> <ul style="list-style-type: none"> • 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 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 <p>drawing up standard contracts for SMEs, which are compatible with Union law</p> <p>conducting regional, national or transnational communication and promotional campaigns, to raise public awareness of sustainable fishery and aquaculture products</p> <p>projects referred to above may include the production, processing and marketing activities along the supply chain</p>	
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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	Running costs of processing companies and facilities including utilities and salaries of staff
	improvements safety, hygiene, health and working conditions	Working capital
	support for the processing of catches of commercial fish that cannot be destined for human consumption	

	new or improved products, new or improved processes, or new or improved management and organisation systems	
	the processing of by-products resulting from main processing activities the processing of organic aquaculture products pursuant to Articles 6 and 7 of Regulation (EC) No 834/2007;	

Item/Area	Eligible Costs	Ineligible Costs
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 write ‘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 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 can receive an offer in principle if they are eligible and meet 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 in the application. 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
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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 See General Guidance Note for more advice on public/private procurement rules

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)		
Total		100	£1,100

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 to fishermen on business development, the training is free of charge to the attendees and the charity is using its own funds and staff	Non-Collective	The charity is not gaining 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	Collective	The training in this example is designed to save lives at sea and there is no financial benefit to either the applicant

and the charity is using its own funds and staff		delivering the training or the trainee
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Example 3	Status	Reason for status
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

Example 4	Status	Reason for status
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

Example 5	Status	Reason for status
A gear manufacturer trialling new gear that is expected to reduce the physical and biological impacts of fishing on the sea bed	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 the sea bed

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	
£10,000	£6,000.00	60%	£2,000.00	20%	£2,000.00	20%

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 47 Innovation in Aquaculture

- developing technical, scientific or organisational knowledge in aquaculture farms, which, in particular, reduces the impact on the environment, reduces dependence on fish meal and oil, fosters a sustainable use of resources in aquaculture, improves animal welfare or facilitates new sustainable production methods
- developing or introducing on the market new aquaculture species with good market potential, new or substantially improved products, new or improved processes, or new or improved management and organisation systems
- exploring the technical or economic feasibility of innovative products or processes

Article 47 Innovation							
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 (either –note 2)			500	70,000
Private	50	37.5	12.5 (either –note 2)		50	500	70,000
Private (organisations of fishermen/collective) +10%	60	45	15 (either –note 2)		40	500	70,000
Private (POs) +25%	75	56.25	18.75 (either –note 2)		25	500	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 (either -note 2)		0-50	500	70,000

Article 48 Productive investments in aquaculture

- diversification of species and production
- modernisation of aquaculture units
- improvements to safety and working conditions
- enhancing the quality of or adding value to aquaculture products
- resource efficiency
- renewable energy
- minimising water use

Article 48 Productive investments in aquaculture							
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 £
Private	50	37.5	12.5 (either – note 2)		50	500	250,000
Private (organisations of fishermen/collective) +10%	60	45	15 (either – note 2)		40	500	250,000
Private (POs) +25%	75	56.25	18.75 (either – note 2)		25	500	250,000
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 (either – note 2)		0-50	500	250,000

Article 49 Management, relief and advisory services for aquaculture farms

- The setting-up of management, relief and advisory services for aquaculture farms (support shall only be granted to public law bodies or other entities selected by the MMO to set up the farm advisory services)
- The purchase of farm advisory services of a technical, scientific, legal, environmental or economic nature

Article 49 Management, relief and advisory services for aquaculture farms							
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 (either – note 2)			500	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 (either –note 2)		0-50	500	70,000

Article 50 - Promotion of human capital and networking

- professional training, lifelong learning, the dissemination of scientific and technical knowledge and innovative practices, the acquisition of new professional skills in aquaculture and with regard to the reduction of the environmental impact of aquaculture activities
- the improvement of working conditions and the promotion of occupational safety
- funding granted under Promotion of human capital and networking can be given to public or semi-public organisations and to other organisations recognised by the Member State and to spouses of self-employed aquaculture farmers or, where and in so far as they are recognised by national law, to the life partners of self-employed aquaculture farmers

Article 50 Promotion of human capital and networking -							
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 (either –note 2)			500	30,000
Private	50	37.5	12.5 (either –note 2)		50	500	30,000

Private (non-SME) – 20%	30	22.5	7.5 (either –note 2)	70	500	30,000
Private (organisations of fishermen/collective) +10%	60	45	15 (either –note 2)	40	500	30,000
Private (POs) +25%	75	56.25	18.75 (either –note 2)	25	500	30,000
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 (either -note 2)	0-50	500	30,000

Article 51 - Increasing the potential of aquaculture sites

- mapping of suitable areas for developing
- improvement and development of support facilities and infrastructure to increase potential of aquaculture sites - land consolidation
- energy supply or water management improvements

Article 51 Increasing the potential of aquaculture sites							
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 (either – note 2)			500	30,000
Private	50	37.5	12.5 (either – note 2)		50	500	30,000
Private (organisations of fishermen/collective) +10%	60	45	15 (either – note 2)		40	500	30,000
Private (POs) +25%	75	56.25	18.75 (either – note 2)		25	500	30,000

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 (either – note 2)	0-50	500	30,000

Article 54 - Aquaculture providing environmental services

- aquaculture methods compatible with specific environmental needs and subject to specific management requirements resulting from the designation of NATURA 2000 areas
- participation, in terms of costs directly related to ex-situ conservation and reproduction of aquatic animals, within the framework of conservation and biodiversity restoration programmes developed by public authorities, or under their supervision
- aquaculture projects which include conservation and improvement of the environment and of biodiversity, and management of the landscape and traditional features of aquaculture zones

Article 54 Aquaculture providing environmental services							
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 (either – note 2)			500	50,000
Private	50	37.5	12.5 (either – note 2)		50	500	50,000
Private (organisations of fishermen/collective) +10%	60	45	15 (either – note 2)		40	500	50,000
Private (POs) +25%	75	56.25	18.75 (either – note 2)		25	500	50,000
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 (either – note 2)	0-50	500	50,000
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Article 68 - Marketing measures

- 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
- contributing to the transparency of production and the markets and conducting market surveys and studies on the European Union’s dependence on imports
- contributing to the traceability of fishery or aquaculture products
- conducting regional, national or transnational communication and promotional campaigns, to raise public awareness of sustainable fishery and aquaculture products

Article 68 Marketing measures							
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

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

Article 69 Processing of fisheries and aquaculture products							
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;

Example target	What makes it a good target?
<p>The species cultivated by the aquaculture farm will be widened to 2 in the first year with a view to increasing to 3 within 3 years</p>	<p>The species development is the specific element in this project so increasing numbers is a key achievement in this project</p> <p>Making a target achievable is important as we don't 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>
<p>30% value will be added to the products produced which will improve our businesses prospects with customers</p>	<p>A percentage increase in value is an easily demonstrated target which is based on previous value and new or expected value and knowledge of the business and the market</p> <p>Measurements can be almost anything depending on your project including but not limited to events, participants, increases in sale prices/value, discards or profits made</p>
<p>An advisory service will be up and running by the end of year 1 of the project and will have provided advice to at least 6 aquaculture businesses by the end of year 2</p>	<p>The advisory service in this example is specific to the project as are the aquaculture businesses that it plans to serve. There are also expected numbers of businesses helped which can be reported on</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>Networks to support aquaculture farms will be set up in 3 areas and their impact assessed at the end of the initial 18 months, two further phases of networks will be implemented by the end of years 2 and years 3 with a full complement expected by 2018</p>	<p>The networks have been identified by research into the region so the areas and numbers are realistic based on this knowledge</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</p>

	may put your funding at risk
Our new aquaculture farm will be productive within 18 months of the project start and at full capacity of 100 tonnes/pa by the end of year 3	<p>This example has a number of clear timescales within it that can be reported against and allows you to track progress as your project goes along</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. Timescales 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.

Financial benefits	<p>When writing about the benefits of your project, you should include any financial 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</p>
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	<p>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	<p>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 to make things difficult for yourself</p>

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

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.