

European Maritime and Fisheries Fund (EMFF)

THIS GUIDANCE NOTE SHOULD BE READ IN CONJUNCTION WITH SUPPORT FOR INVESTMENTS ON BOARD FISHING VESSELS 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 Union's Integrated Maritime Policy (IMP) in a manner complementary to cohesion policy and to the CFP.

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

This Guidance Note is subject to change at any time during the scheme. The date of the latest revision is shown in the footer of this document.

This guidance covers measures available for fishermen only.

This 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. 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 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, 32, 38 and 42 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 Investments On Board Fishing Vessels guidance should be used for projects relating to: innovation in fisheries; health and safety; projects relating to added value, product quality and use of unwanted catches.

Health and Safety – Article 32

This includes the following:

- Investments in safety equipment on board vessels
- Investments to improve health on board vessels
- Investments that improve hygiene on board vessels
- Investments that improve working conditions on board vessels

Support will be granted to fishermen and owners of fishing vessels.

The EMFF will support investments on board provided these investments go beyond the requirements under Union or national law.

Support will only be given once to the same applicant for the same type of equipment during the EMFF scheme. The same type of equipment means the same or similar item doing the same job or catching the same species using the same method.

Limitation of the impact of fishing on the marine environment and adaption of fishing to the protection of species – Article 38

This includes the following:

- Equipment that improves the size or species selectivity of gear
- equipment that eliminates discards by avoiding and reducing unwanted catches of commercial stocks, or that deals with unwanted catches to be landed
- equipment that limits and, where possible, eliminates the physical and biological impacts of fishing on the ecosystem or the sea bed
- equipment that protects gear and catches from mammals and birds

Support shall not be granted more than once during the programming period for the same type of equipment on the same Union fishing vessel

Support shall only be granted where the gear or other equipment referred to in paragraph 1 has a demonstrably better size-selection or a demonstrably lower impact on the ecosystem and on non-target species than the standard gear or other equipment permitted under Union law.

Improving the value of your fisheries products, improving the quality of fishery products or how to use unwanted catches – Article 42

Projects under Improving the value of your fisheries products, improving the quality of fishery products or how to use unwanted catches must use 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. Please Note – the two calendar years are the two years preceding the year in which the application is made to MMO. For example – If an application is made in June 2016 the 2 calendar years preceding this would run from 1st January 2014 until 31 December 2015.

We will not fund gear that is shown to be equally or less selective than the gear already being used.

If the vessel is proposing to switch to a different fishery, we need to be satisfied that this would not be to the detriment of the new stock(s) and ecosystem.

We will only fund gear that is highly selective in that fishery. Gear needs to minimise the negative impact of fishing on the ecosystem (including cetacean and seabird by-catch and seabed integrity).

We can fund improvements to fish holds including lining and refrigeration where there is no increase in their capacity.

Limitation of the impact of fishing on the marine environment and adaption of fishing to the protection of species. This includes investments in gear and on board equipment.

Innovation in fisheries Article 26

Projects funded under Innovation in fisheries shall be carried out by, or in collaboration with, a scientific or technical body, recognised by MMO. That scientific or technical body shall validate the results of such operations.

The EMFF scheme is open to the owners of EU/UK registered fishing vessels where the individuals and/or partnership operating from an English port. If your Home Port is outside of England you should apply to relevant country for funding.

It is the responsibility of the applicant to ensure that gear purchased with EMFF funding meets all necessary legal requirements. If 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.

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
<p>Article 32 - For projects that are aimed at improving safety for fishermen on board fishing vessels, the purchase and, if applicable, the installation, of those items:</p>	<p>Life-rafts where the requirement is not mandatory</p>	<p>Support shall not be granted more than once during the EMFF scheme for the same type of equipment on the same Union fishing vessel</p>
	<p>Hydrostatic release units for life-rafts where the requirement for a life raft is not mandatory</p>	<p>The purchase and importation costs of fishing vessels</p>
	<p>Personal locator beacons such as Emergency Position Indicating Radio Beacon ('EPIRB') devices, which may be integrated into lifejackets and working clothes of</p>	<p>Winches that assist the actual activity of fishing</p>

	fishermen	
	Personal Flotation Devices ('PFD'), in particular immersion or survival suits, life buoys and jackets	Items and services that are statutory or mandatory requirements of law and byelaws
	Distress flares where the requirement is not mandatory	Any project that increases the vessels ability to catch fish
	Line throwing appliances	
	Man-overboard ('MOB') recovery systems	Projects that increase the size or capacity of fish rooms
	Fire-fighting apparatus, such as fire extinguishers, fire blankets, fire and smoke detectors, breathing apparatus	
	Fire protection doors	
	Fuel tank shut-off valves	Scheduled or preventative maintenance costs of any equipment which keeps it in working order
	Gas detectors and gas alarm systems	
	Bilge pumps and alarms	
	Equipment for radio and satellite communications	
	Watertight hatches and doors where the requirement is not mandatory	
	Guards on machinery, such as winches or net drums	
	Gangways and access ladders	
	Search, deck or emergency lighting	
	Safety release mechanisms for cases where fishing gear catches an underwater obstruction	
	Safety cameras and monitors	
	Equipment and elements necessary to improve deck safety	
	Safety stop valves	

Item/Area	Eligible Costs	Ineligible Costs
<u>Article 32</u> - For projects or the provision of equipment that are aimed at the improvement of the health of fishermen on board fishing vessels	The purchase and installation of first aid kits	Support shall not be granted more than once during the EMFF scheme for the same type of equipment on the same Union fishing vessel
	The purchase of medicines and devices for urgent treatment on board	Items and services that are statutory or mandatory requirements of law and byelaws
	The provision of telemedicine including e-technologies, equipment and medical imagery applied to distance consultation from the vessels	
	The provision of guides and manuals to improve health on-board	Scheduled or preventative maintenance costs of any equipment which keeps it in working order
	Information campaigns to improve health on-board	

Item/Area	Eligible Costs	Ineligible Costs
<u>Article 32</u> - For projects or the provision of equipment that are aimed at the improvement of hygiene conditions for fishermen on board fishing vessels the purchase and, if applicable, the installation of the items	Sanitary facilities, such as toilet and washing facilities	Support shall not be granted more than once during the EMFF scheme for the same type of equipment on the same Union fishing vessel
	Kitchen facilities and equipment for food supplies storage	Scheduled or preventative maintenance costs of any equipment which keeps it in working order
	Water purification devices for potable water	
	Cleaning equipment to keep sanitary conditions on board	
	Guides and manuals on the improvement of hygiene on board, including software tools	

Item/Area	Eligible Costs	Ineligible Costs
<p><u>Article 32</u> - For projects for the provision of equipment that are aimed at the improvement of working conditions on board fishing vessels the purchase and, if applicable, the installation of the items</p>	Deck and hand railings	Projects that increase the size or capacity of fish rooms
	Shelter deck structures and the construction and modernisation of cabins with a view of providing protection from adverse weather conditions	Support shall not be granted more than once during the EMFF scheme for the same type of equipment on the same Union fishing vessel
	Items relating to the improvement of cabin safety and to the provision of common areas for the crew	Items and services that are statutory or mandatory requirements of law and byelaws
	Equipment to reduce heavy manual lifting, excluding machines directly related to the fishing operations such as winches	Machines directly related to the fishing operations such as winches – this includes but is not limited to power blocks, winches, haulers, drums, and jiggling machines
	Anti-slipping paint and rubber mats	Scheduled or preventative maintenance costs of any equipment which keeps it in working order
	Insulation equipment against noise, heat or cold-and equipment to improve ventilation	
	Working clothes and safety equipment such as waterproof safety boots, eyes and breathing protection, protective gloves and helmets, or protective equipment against falls	
	Emergency and safety warning signs	
Risk analysis and assessments to identify the risks for fishermen both in port or in navigation in order to take		

	measures to prevent or reduce risks	
	Guides and manuals on the improvement of working conditions on board	

Item/Area	Eligible Costs	Ineligible Costs
<p><u>Article 38</u> - Limitation of the impact of fishing on the marine environment and adaptation of fishing to the protection of species. This includes fishing gear and equipment that helps you to be more selective and/or reduce discards, reduces your impact on the marine environment and/or protects gear and catches from predators</p>	Equipment improving size selectivity or species selectivity of fishing gear	Support shall not be granted more than once during the EMFF scheme for the same type of equipment on the same Union fishing vessel
	equipment that eliminates discards by avoiding and reducing unwanted catches of commercial stocks, or that deals with unwanted catches to be landed in accordance with Article 15 of Regulation (EU) No 1380/2013	support shall only be granted where the gear or other equipment has a demonstrably better size-selection or a demonstrably lower impact on the ecosystem and on non-target species than the standard gear or other equipment permitted under Union law, or under relevant national law. You must tell us in your application how your gear or other equipment is demonstrably better than your previous gear or equipment
	equipment that limits and, where possible, eliminates the physical and biological impacts of fishing on the ecosystem or the sea bed	items and services that are statutory or mandatory requirements of law and byelaws
	equipment that protects gear and catches from mammals and birds protected by Council Directive 92/43/EEC or	scheduled or preventative maintenance costs of any equipment which keeps it in working order

	Directive 2009/147/EC of the European Parliament and of the Council (1), provided that it does not undermine the selectivity of the fishing gear and that all appropriate measures are introduced to avoid physical damage to the predators	
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Item/Area	Eligible Costs	Ineligible Costs
<u>Article 42</u> Added Value, product quality and use of unwanted catches	investments that add value to fishery products	
	investments that allow fishermen to carry out the marketing and direct sale of their own catches	
	innovative investments on board that improve the quality of fishery conditional on the use of selective gear that minimise unwanted catches and where the applicant is an owner of a fishing vessel who has fished for at least 60 days during the two calendar years preceding the date of the submission of the application to the MMO	investments not on board vessels

Item/Area	Eligible Costs	Ineligible Costs
<u>Article 26</u> Innovation	projects aimed at developing or introducing new or substantially improved products and equipment	Projects not carried out by, or in collaboration with, a scientific or technical body, recognised by the Member State

	new or improved processes and techniques	
	new or improved management and organisation systems	

Item/Area	Eligible Costs	Ineligible Costs
<u>All Articles</u> – Projects that aim to the management of products not intended for human consumption	the specific policy has not yet been agreed so until it is then all projects supported by this article are eligible for funding. This position can change at short notice and at any time affecting the eligibility of items so please check with MMO before applying. The equipment applied for must demonstrate better size selectivity than the previous gear	support shall not be granted more than once during the EMFF scheme for the same type of equipment on the same Union fishing vessel
		projects relating to Retail – selling directly to the public

Item/Area	Eligible Costs	Ineligible Costs
<u>All Articles</u> - Commercial sea angling	projects related to commercial sea angling are eligible for funding from the EMFF. Applicants must be in possession of all necessary licences and permits	
<u>All Articles</u> - Recreational Sea Angling		Projects related to recreational sea angling

Item/Area	Eligible Costs	Ineligible Costs
<u>All Articles</u> - Pulse trawling		Pulse trawling

Vessels receiving funding must be on the European Union fishing fleet register and land the majority of its catch to a port in the country of the UK to which you are applying. Vessels owned and operated outside of England should apply to their own country.

If you are the owner of a fishing vessel and have received funding from EMFF you should not transfer or sell the vessel outside the European Union during at least the five years following the date of actual payment of that support to you. If you do transfer or sell your vessel outside of the European Union within the first five years, funding paid to you will be recovered by the MMO, to an amount proportionate to the period of time remaining. If you sell your vessel within the European Union during at least the five years following the date of actual payment of that support to you then the new owners will need to take on the responsibilities of the funding and it is your responsibility to advise them of the obligations prior to purchase.

Preventative or scheduled maintenance costs are not eligible for funding and only those costs necessary for and directly related to the installation of items as approved by MMO are eligible for support under the EMFF.

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 EMFF support your project will not be approved.

Part 2 About Your Project

If applicable you will be asked if you are the owner or part-owner of the vessel, or if the organisation you represent owns or part-owns the vessel. You must be either the owner or part-owner of the vessel to apply. If you part-own the vessel then give the name(s) of the owner(s) of the vessel and proof that you have appropriate authorisation from them to make this application on their behalf. This proof must be in the form of a signed and dated letter from the other registered owner(s) of the vessel.

A copy of your certificate of registry must be submitted with your application for funding. You should not send original certificates of registry to MMO.

What is Your Fishing Method?

Depending on the type of project you are applying for you may be asked to explain your fishing method before and after your project is completed. You must tell us the name of the gear that you currently use and the name of the gear you intend to use if

this is applicable to your project. If you do not anticipate a change after your project is completed then you will have the opportunity to tell us there has been 'No change'. The table below shows examples of classifications of different types of gear.

Example of Classification of Different Types of Gear

Gear Category	Gear	Static (S) or Towed (T) or Mobile Gear (M)
Surrounding nets	Purse seines	M
	Lampara nets	M
Seines	Beach seines	T
	Danish seines	T
	Scottish seines	T
	Pair seines	T
Trawls	Beam trawl	T
	Bottom otter trawl	T
	Bottom pair trawls	T
	Midwater otter trawls	T
	Pelagic pair trawls	T
	Otter twin trawls	T
Dredges	Boat dredges	T
	Hand dredges used on board a vessel	T
	Mechanised dredges including suction dredges	T
Lift nets	Boat operated lift nets	M
	Shore operated stationary lift nets	M
Gill nets and entangling nets	Set (anchored) gillnets	S
	Driftnet	S
	Encircling gillnets	S
	Trammel nets	S
	Combined trammel and gillnets	S
Traps	Pots	S
	Fish Traps	S
Hooks and lines	Hand lines and pole lines (hand	S
	Hand lines and pole lines	S
	Set longlines	S

	Longlines (drifting)	S
	Troll lines	M

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 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	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

for onward sale as 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 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

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
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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
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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:

The grant rate tables below contain abbreviations an explanation of those abbreviations is below;

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
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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.

Projects funded under this Article must be carried out by, or in collaboration with, a scientific or technical body, recognised by the MMO. That scientific or technical body must validate the results of the project.

Article 26 Innovation in Fisheries							
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

Article 32

This Article covers investments in health and safety on board fishing vessels. The eligibility section of this guidance note has a more comprehensive list of eligible items but it includes;

- Guards on winches
- Non slips flooring, hand rails and lighting
- Bilge pumps, alarms and safety stop valves

Article 32 Health and Safety							
Type of Applicant (suggested)	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 body applicants	50	37.5	12.5	0	50	500	100,000
Private (SSCF) + 30%	80	60	20	0	20	500	100,000

Article 38

This Article covers investments in fishing gear that is more size or species selective than those previously used, equipment that eliminates discards, equipment that limits or eliminates impacts of fishing on the eco-system among other things.

Article 38 Limitation of the impact fishing on the marine environment and adaptation of fishing to the protection of species

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		50	500	75,000
Private (SSCF) + 30%	80	60	20		20	500	75,000
Private (organisations of fishermen/collective) +10%	60	45	15		40	500	75,000
Private (POs) +25%	75	56.25	18.75		25	500	75,000

Article 42

This Article covers projects that add value to catches and/or improve quality of fish caught. This can include projects that allow fishermen to add value to their own catches and innovative investments that improve quality of fishery products.

Article 42 Added value, product quality and use of unwanted catches – Innovation on board for selective gears

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 £
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

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?
The fish boxes mean I will be able to chill my catch within 30 mins of landing it increasing its quality by up to 10%	<p>The fish boxes are the main element of the project and will directly contribute to improvements to the quality of your catch so your targets should focus on what they will deliver</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>
My discards will reduce to under 1%.	<p>This target is easily measured as you will know how much fish you are discarding as a percentage of your total catch</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</p>

	prices/value or profits made
The landed value of my fish will increase by 10% in the first year	<p>This target is specific to the fish boxes you are applying for in this example. You will be able to assess how much your landed fish value increases in comparison to before your project</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>
I currently have 20 outlets for my fish and will be able to approach up to 5 more outlets for selling my catch directly in the first 2 years	<p>This target is realistic as 5 more outlets from an original 20 is achievable and likely. This target also has a timescale on it as it is planned that the increase in outlets will be achieved within 2 years</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>
My business turnover will increase by at least 5% per year for the first three years and 2.5% a year for a further 2 years	<p>This target has clear timescales as well as measurable achievements. Delivery over a number of years allows you to measure the long term benefit of the project on your business</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>
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</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 too 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 to 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.