

APPLICATION FORM

European Maritime and Fisheries Fund (2014 –2020)

*Investing in
Sustainable Fisheries
and Aquaculture*

| | |
|---------------------------|---|
| EMFF Measure Title | Article 30 Diversification and new forms of income |
| EMFF Measure Code | I.6 |

| | |
|--|----------------------------|
| Call Year | 2018 |
| Call Round | 2 |
| Deadline for Submission (dd-mm-yyyy Hh:mm:ss) | 31-08-2018 11:00:00 |

[For office use only – Ref No. RC/UP1I.6/2018/2]



Maritime and Fisheries Operational Programme 2014-2020
Part-financed by the European Union
European Maritime Fisheries Fund (EMFF)
Co-financing rate: 37.5% European Union Funds;
12.5% National Funds; 50% Private Funds



Investing in sustainable fisheries and aquaculture

GUIDANCE NOTES TO THE APPLICATION FORM

- Applications are being received for the diversification and new forms of income aid scheme.
- In line with Article 30 (1) of Regulation (EU) N° 508/2014 the EMFF may support investments contributing to the diversification of the income of fishermen through the development of complementary activities, including investments on board, angling tourism, restaurants, and environmental services related to fishing and educational activities concerning fishing.
- In line with Article 30 (2) of Regulation (EU) N° 508/2014 support under paragraph Article 30 (1) of the same regulation, shall be granted to fishermen who: (i) submit a business plan for the development of their new activities (ii) possess adequate skills which may be acquired through operations financed under point (a) of Article 29 (1) of Regulation (EU) N° 508/2014 which states that in order to promote human capital, job creation and social dialogue, the EMFF may support (a) professional training, lifelong learning, joint projects, the dissemination of knowledge of an economic, technical, regulatory or scientific nature and of innovative practices, and the acquisition of new professional skills, in particular linked to the sustainable management of marine ecosystems, hygiene, health, safety, activities in the maritime sector, innovation and entrepreneurship.
- In line with Article 30 (2) of Regulation (EU) N° 508/2014 the support under paragraph (1) shall only be granted if the complementary activities relate to the fisherman's core fishing business.
- The amount of support granted under Article 30 (1) shall not exceed 50% of the budget foreseen in the business plan for each operation, and shall not exceed a maximum amount of EUR 75, 000 for each beneficiary.
- In line with Article 71 of Regulation (EU) N° 1303/2013 a beneficiary shall repay the contribution from the ESI funds if within three years of the final payment to the beneficiary, any of the following has occurred:
 - ⇒ A cessation or relocation of a productive activity outside the Maltese Islands;
 - ⇒ A change in ownership;
 - ⇒ A substantial change affecting its nature, objectives or implementation conditions which would result in undermining its original objectives.
- In line with Article 25 of Regulation (EU) N° 508/2014, the owner of a fishing vessel, having received support, shall not transfer that vessel outside the Union during at least the five years following the date of actual payment of that support to the beneficiary. If a vessel is transferred within that time-frame, sums unduly paid in respect of the operation shall be recovered, in an amount proportionate to the period during which the condition has not been fulfilled.

CONTACT PERSONS

- The Final Settlement and Social Security Contribution Compliance Certificate and the Income Tax Compliance Certificate can be acquired from the following Inland Revenue Department officials:

Alexander Cassar
Tel No: 22962755
Email: alexander.cassar@gov.mt

- The VAT Compliance Certificate can be acquired by contacting the following VAT Department Officials:

Mariella Orlando
Tel. No: 22799231
Email: mariella.orlando@gov.mt

Or

Joseph Attard
Tel. No. 22799232
Email: joseph.b.attard@gov.mt

INELIGIBLE ACTIVITIES

The following activities shall **not** be eligible under the European Maritime and Fisheries Fund (2014 – 2020):

- Activities increasing the fishing capacity of a vessel or equipment increasing the ability of a vessel to find fish;
- 'In-kind' contributions;
- Preventive or scheduled maintenance;
- Physically completed or fully implemented activities;
- The transfer of ownership of a business;
- The construction of new fishing vessels or the importation of fishing vessels;

THE APPLICATION PROCESS

- All applications must be made on the European Maritime and Fisheries Fund (EMFF) Application Form. **The form must be submitted both in electronic and paper format.**
- All applications must be completed in full, signed and dated by the applicant (Project Leader). Supporting documentation should be invariably attached to the completed application form.
- A checklist of attachments is included in the Application Form. For the application to be considered complete, all attachments marked **obligatory** are to be submitted with the Application Form by the closing date of the application stage. The Managing Authority will undertake a validity check following receipt of the application. Any required documentation not submitted with the application form shall have to be submitted by the applicant within **five working days from the MA's disclosure/request**. Only complete applications will be considered by the Project Selection Committee.
- The deadline for all submissions is **Friday 31st August 2018 at 11:00hrs**. Applications received after this deadline **WILL NOT BE CONSIDERED**. Applicants are encouraged not to leave to the last day to submit their application.
- All applications are to be delivered **BY HAND** to the Managing Authority at the following address:

Funds and Programmes Division
Triq il-Kukkanja
Santa Venera
E-mail: fpd.meae@gov.mt
Telephone: 22001108
Website: www.eufundsmalta.gov.mt or www.eufunds.gov.mt
- An information session for registered prospective applicants. The registration form to participate in such information session can be downloaded from the following link: www.eufundsmalta.gov.mt or www.eufunds.gov.mt and forwarded to fpd.meae@gov.mt by not later than *13th July 2018 noon*.
- Time and venue for the information session will be communicated to registered applicants.

THE SELECTION PROCESS

- An independent Project Selection Committee has been purposely set up, to assess all proposals received, determine their eligibility and assess those eligible proposals against the relevant selection and award criteria. The Project Selection Committee has full power and authority to consider and/or select applications for funding during the project appraisal process.
- The Project Selection Committee shall award marks, to each individual proposal, according to the selection criteria. Proposals shall then be ranked according to the marks obtained.
- In order to qualify for selection, proposals need to obtain at least 50% of the total marks available. Proposals will be ranked according to marks and funds allocated to those proposals which obtain the highest marks. Other proposals which obtain the pass mark but which are not funded will be placed on a reserve list according to marks obtained and funding offered, if and when, funds become available.
- A copy of the Admissibility and Selection Criteria in English is available online, in PDF format, at <https://eufunds.gov.mt/en/EU%20Funds%20Programmes/Agricultural%20Fisheries%20Fund/Documents/EMFF%20links%20and%20downloads/Adopted%20EMFF%20Admissibility%20and%20Selection%20Criteria%20v120418.pdf>

- The Managing Authority shall inform all applicants about the outcome of the selection process. Aggrieved Applicants shall have the right of appeal within five (5) working days from the date of the letter of rejection by the Project Selection Committee, which shall be sent to the applicant (project leader) both in paper and electronic copy.
- As a result of this call, the Project Selection Committee, intends to select and co-finance, operation/s in line with Article 30 of Regulation (EU) N° 508/2014, for a maximum total public eligible amount of €300,000. The Managing Authority reserves the right to decrease or increase the indicative allocation.

DISCLAIMER:

The Maltese version of the application form is a translation of the original in English. In case of any discrepancies, the English original will prevail.

APPLICATION SUMMARY

Operation Title

| |
|--|
| |
|--|

Operation Summary

| |
|--|
| |
|--|

Type of Operation/Diversification:

- investments on board
- angling tourism
- restaurants
- environmental services
- educational activities

Number of Fishermen benefitting from the operation ____

Start Date¹ End Date²

Grant Requested

Amount of public funding needed for the operation³ €

Total Financial Plan

| | |
|--|---|
| Eligible ⁴ | € |
| Non-Eligible | € |
| VAT Non-Eligible | € |
| Total Non-Eligible | € |
| Total Eligible and Non-Eligible | € |

¹ **The project start date** refers to the date when preparations on the operation's activities start or are envisaged to start (excluding drafting of the application form but including the date when a call for tender/quotation/employment started being drafted). The duration of the operation should factor in the time spent in the preparation and launching of calls. In this regard, advice regarding average duration of public tenders can be obtained from the EU unit within the Department of Contracts.

² **The project end date** refers to approximately two months following the last payment incurred through the grant. During these last two months, the Beneficiary would be expected to draw up the Closure Report. The project end date cannot extend further than **end of December 2019** unless written approval is provided by the MA.

³ The amount of support granted under Article 30 (1) shall not exceed 50% of the budget foreseen in the business plan for each operation, and shall not exceed a maximum amount of EUR 75, 000 for each beneficiary. In line with Article 95 of Regulation (EU) N° 508/2014, a maximum intensity of public aid of 50% of the total eligible expenditure of the project/operation can be applied. The applicant is therefore required to finance the remaining 50% of the project/operation.

⁴ In order to be considered eligible, the operations' costs need to be in line with relevant EU Regulations, more specifically Regulation (EU) No. 508/2014 of the European Parliament and of the Council on the European Maritime and Fisheries Fund (the Fund Specific Regulation), the Common Provisions Regulation, the National Eligibility Rules and any subsequent modifications.

SECTION 1 – THE APPLICANT

1.1 Applicant's Details

1.1.1 General Details

| | | |
|---|--|--|
| Legal Status of Applicant: | <input type="checkbox"/> Natural Person (Individual) | <input type="checkbox"/> Legal Person |
| | | <input type="checkbox"/> Private (<i>Business Entity or Non-Governmental Organisation</i>) |
| | | <input type="checkbox"/> Public (<i>Government Organisation</i>) |
| Applicant's Name & Surname ⁵ : | <input type="text"/> | |
| Legal Name of Applicant Organisation (if applicable): | <input type="text"/> | |
| Type of Business Entity (<i>if applicable</i>): | <input type="checkbox"/> Private Limited Liability Company | <input type="checkbox"/> Public Limited Liability Company |
| Registration N ^o (<i>if applicable</i>): | <input type="text"/> | |
| Employment Status (for natural persons): | <input type="checkbox"/> Employee | <input type="checkbox"/> Self-Employed |
| | <input type="checkbox"/> Other (Please Specify): | <input type="text"/> |
| VAT Number (<i>if any</i>): | <input type="text"/> | |
| Postal Address: | <input type="text"/> | |
| Post Code: | <input type="text"/> | |
| Phone N ^o : | <input type="text"/> | |
| E-mail Address (if available): | <input type="text"/> | |
| Website Address (if available): | <input type="text"/> | |

⁵ The **Applicant** means the **project leader** from the beneficiary organisation who in line with the Admissibility and Selection Criteria should carry the monetary and legal responsibility for implementing a project on behalf of the beneficiary. The person's direct association with the beneficiary is crucial especially with a view to ensure that the grant is exclusively used for the agreed purpose.

1.1.2 Additional/ Work Information

Applicant's Date of Birth:

Job title and description:

Date of Commencement/
Duration of Employment:

List of Professional Skills
Acquired/Courses Attended⁶
(insert dates):

In case of applicant
organisations, please provide
information on its main activities
and the number of employees
(whether self-employed or
employed) working on board the
vessel together with their
assigned responsibilities.

State the number of years that
the vessel/s concerned and
its/their related fishing activities
have been in operation (if
applicable).

Identify any
individuals/organisations which
will assist the applicant during
the implementation of the
project. For instance, an
accountant, engineer or
surveyor). Describe briefly their
roles and responsibilities in the
project implementation process.

Applicant is to attach:

- A copy of the Employment History from Jobsplus [Attachment Required];
- A copy of certificates obtained through training undertaken/ courses attended

⁶ *Measure Specific Admissibility Criteria (must be satisfied)*: Professional skills may be acquired through operations financed under Article 29(1) (a) of Reg. (EU) No. 508/2014 such as professional training and lifelong learning. The applicant should insert reference to courses/training attended including reference to course/training dates and the organisation responsible for the provision of the training. The MA reserves the right to seek guidance from competent authorities, if necessary.

1.2 Fishing Vessel's Details (if applicable)

Applicant is to attach:

- A copy of valid Fishing Vessel Licence [*Attachment Required*];
- A copy of valid Certificate of Malta Registry (Transport Malta) [*Attachment Required ONLY for vessels with an overall length exceeding six (6) metres*];
- Survey Report including Certificate of Seaworthiness issued by a recognised Surveyor [*Attachments required*].
- According to Subsidiary Legislation 425 of 2007, the applicant must obtain a written approval from the Director of the Department for Fisheries and Aquaculture in accordance with those conditions that the Director may prescribe, with the understanding that nothing herein provided shall hinder in any way the Director from suspending, revoking or changing said approval as he may deem fit.
- Policy of insurance [*Attachment Required*]

1.3 Owner/s of the fishing vessel

Applicant is to attach:

- Certified documentary evidence proving ownership of the vessel and the engines thereof [*Attachment Required*].

In case of multiple owners, co-owners are to also complete the below declaration whereby authorising the applicant to submit an application form on their behalf, and if successful in obtaining funding, enter into a grant agreement with the EMFF Managing Authority.

I the undersigned, hereby authorise the applicant to act on my behalf in entering into a grant agreement with the EMFF Managing Authority for the purposes of the Diversification Grant Aid Scheme, and further authorise the applicant to receive, on my behalf, grant aid due from my participation in the Scheme. In signing this form, I agree to the terms and conditions of the scheme and declare that the information provided is true and accurate.

| Name of Vessel Owner/s | Address of Vessel Owner/s | I.D. Card Nº of Vessel Owner/s | Signature of Vessel Owner/s |
|------------------------|---------------------------|--------------------------------|-----------------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

If necessary, additional rows may be added.

1.4 Contact Person's Details (if applicable)

Contact Person

Phone number

E-mail address (if available)

1.5 Partner organisation (local or transnational)

1.4.1 Specify whether the operation entails the involvement of any other organisation/s

Yes⁷ No

If **Yes**, provide the details of the organisation/s

Name of Organisation

Transnational Partner

1.6 Financial Viability of the Applicant

As per Article 30 (1) of Regulation (EU) No. 508/2014, the amount of support granted shall not exceed 50% of the budget foreseen in the business plan for each operation, and shall not exceed a maximum amount of EUR 75, 000 for each beneficiary. The applicant is therefore required to finance the remaining amounts. The applicant should hence demonstrate that the necessary finances are in place to cash flow the operation in arrears and to repay the grant in the event of an irregularity.

*In case, the applicant is a **private individual/self-employed**, the applicant is to attach:*

- A copy of the income tax return and annexed income statement submitted for year of assessment 2017 (basis 2016) and a signed copy of the income statement for basis 2017 [Attachments Required];
- A copy of VAT registration certificate [Attachment Required];
- Copies of VAT, IRD and SSC Declarations [Attachments Required];
- Declaration by the individual and his/her accountant/lawyer attesting that liquid funds are available to match the private financing [Attachment Required ONLY if applicable];
- A bank letter of intent or a bank sanction letter, if private part is to be financed by a loan [Attachment Required ONLY if applicable].

In case of multiple vessel owners, the above documentation is to be submitted for each co-owner.

⁷ Partners should sign a letter of intent as a proof of commitment to the operation. This letter must reflect all the information provided in this section of the application form. This declaration is to be signed by the partner (and dated) and annexed to the application form under Section 18. Should the Partner be providing any co-financing the Project Selection Committee may request further proof of such co-financing.

In case, the applicant is a **private company**, the applicant is to attach:

- A copy of the audited financial statements for the years 2016 and 2015 [Attachments Required];
- Signed copy of Management accounts (full set) for year 2017 [Attachment Required];
- Copies of VAT, IRD and SSC Declarations [Attachments Required];
- Declaration by legal representative and accountant/lawyer attesting that funds are available to match the private financing [Attachment Required ONLY if applicable];
- A bank letter of intent or a bank sanction letter, if private part is to be financed by a loan [Attachment Required ONLY if applicable].

In case, the applicant is a **start-up business in its first year of operation**, the applicant is to attach:

- A copy of the existing management accounts at application date [Attachment Required];
- A copy of cashflow and revenue projections for 2018 and 2019 certified by a Certified Public Accountant [Attachment Required];
- Declaration by legal representative and accountant/lawyer attesting that funds are available to match the private financing [Attachment Required ONLY if applicable];
- A bank letter of intent or a bank sanction letter, if private part is to be financed by a loan [Attachment Required ONLY if applicable].

In case, the applicant is a **start-up business in its second year of operation**, the applicant is to attach:

- A copy of the audited financial statement for the year 2016 [Attachment Required];
- A signed copy of Management accounts (full set) for year 2017 [Attachment Required];
- Declaration by legal representative and accountant/lawyer attesting that funds are available to match the private financing [Attachment Required ONLY if applicable];
- A bank letter of intent or a bank sanction letter, if private part is to be financed by a loan [Attachment Required ONLY if applicable].
- Copies of VAT, IRD and SSC Declarations [Attachments Required];

1.7 Serious Infringement/s Committed

In case, any serious infringements to the Common Fisheries Policy, have been committed since 1st January 2013, the applicant is to attach:

- A copy of all notification letters issued by the Department of Fisheries and Aquaculture whereby penalty points have been assigned to the fishing license [Attachments required].

SECTION 2 – DETAILS OF OPERATION

2.1 Description of the Operation⁸

Describe the proposed operation for which assistance is being proposed specifying its main characteristics and components. Please also highlight how your current fishing operations will be diversified.

2.2 Objectives of the Operation

In the box below, state clearly the objectives of the Operation.

⁸ *Measure Specific Admissibility Criteria (must be satisfied)*: A business plan for the development of the new activities including reference to the possession of adequate professional skills must be submitted with the application form – this must indicate the main components of the project and a detailed description of the project timeline and targets. Professional skills may be acquired through operations financed under Article 29(1)(a) such as professional training and lifelong learning

2.3 Complementarity of activities proposed to fishers' core business⁹

In the box below, describe the fisher's core business and state how the diversification activities proposed in the operation relate to the fishers' core business.

2.4 Target Groups Supported by the Operation

| Target Groups | | Numerical Value |
|--|--------------------------|-----------------|
| Number of fishermen benefitting from the operation ¹⁰ | <input type="checkbox"/> | |

2.5 Activities¹¹

In the box below, give a breakdown and description of the activities to be carried out and the means, to achieve them.

⁹ *Measure Specific Admissibility Criteria (must be satisfied)*: The Applicant must demonstrate that the complementary activities proposed relate to the fisher's core business.

¹⁰ This relates to full-time/part-time employees and self-employed persons benefitting from the operation (taking into consideration employment maintained and created)

¹¹ Activities refer to the operation's budgetary allocations by heading/component. Activities should be limited to consumables and supplies; equipment; evaluation and research; premiums (not applicable for this call); project management; publicity and dissemination; services; staff costs; training; travel; and works.

2.6 Sub-Activities¹²

In the box below, give a breakdown and description of the sub-activities to be carried out and the means, to achieve them.

2.7 Other Related Activities

Identify and summarise any related activities being undertaken and/or that have already been undertaken by the applicant organisation and/or other parties (through EU, national and/or other funds) in connection or in support of the same operation. Please also identify which funds have been utilised for related activities.

¹² Sub-activities refer to specific commitments within an activity, for example if the activity 'travel' is included within the operation, the applicant may include sub-activities 'flights' and/or 'subsistence allowance', as the need may be. Similarly if the activity 'equipment' is included, the applicant may include such sub-activities as 'laboratory equipment' and/or 'IT equipment'.

2.8 Proposal in line with European Maritime and Fisheries Fund Operational Programme (EMFF OP):

2.8.1 Contribution towards EMFF OP Specific Objective¹³

Please tick if the operation is in line with the Union Priorities Strategy and contributes to the achievement of the objective and results as outlined in the EMFF OP for Malta (see pg 54 & pg. 58).

| Specific Objective | |
|---|--------------------------|
| 4 – Enhancement of the competitiveness and viability of fisheries, enterprises, including of small scale coastal fleet, and the improvement of safety or working conditions | <input type="checkbox"/> |

2.8.2 Contribution towards EMFF OP indicators¹⁴ (Maximum Marks: 15)¹⁵

In the *target for completion of operation* column below, please insert the expected values to be achieved in view of the proposed operation.

| Result indicator (10 Marks) ¹⁶ | Target for Completion of Operation |
|---|------------------------------------|
| 1.8 – Employment maintained (FTE) in the fisheries sector or complementary activities | |
| 1.7 – Employment created (FTE) in the fisheries sector or complementary activities | |

NB: Indicators are binding and contribute to the selection of the operation. If they are not met, there may be the case for full or partial recovery of funds.

2.8.3 Please list the details (name, surname and ID card) of the fishermen whose employment/self-employment is maintained through the proposed operation.¹⁷

¹³ Specific Objectives are the results to which a Union Priority contributes in a specific national or regional context through actions or measures undertaken within such a priority. The Applicant must ensure that the proposal falls under the listed Specific Objective in order for the application to be eligible.

¹⁴ Operations that do not meet the minimum criteria of contributing towards at least ONE output and result indicator will not be considered eligible for funding.

¹⁵ General Selection Criteria: Applicant Assessed in terms of contribution towards the O.P. indicators beyond the minimum required.

¹⁶ Measure-Specific selection criteria: More points will be given to fishers who shall maintain steady the employment levels registered before diversification. Job creation above pre-diversification employment levels shall receive a positive appraisal.

¹⁷ An updated crew list is to be provided at reimbursement stage level which should clearly delineate the jobs maintenance and jobs created.

2.9 Complementary Specific Objectives (Maximum Marks: 5)¹⁸

2.9.1 Specify whether the operation contributes to any other Specific Objective/s not principally identified through this call but to which other measures/actions within the programme are set to directly contribute.

Yes No

If **Yes**, specify which Specific Objective/s are to be considered as complementary to the operation.

| Union Priority | Specific Objective | |
|--|---|--------------------------|
| 1 – Promoting environmentally sustainable, resource efficient, innovative, competitive and knowledge based fisheries | 1 – Reduction of the impact of fisheries on the marine environment, including the avoidance and reduction, as far as possible, of unwanted catches | <input type="checkbox"/> |
| 1 – Promoting environmentally sustainable, resource efficient, innovative, competitive and knowledge based fisheries | 5 – Provision of support to strengthen technological development and innovation, including increasing energy efficiency, and knowledge transfer | <input type="checkbox"/> |
| 1 – Promoting environmentally sustainable, resource efficient, innovative, competitive and knowledge based fisheries | 6 – Development of professional training, new professional skills and lifelong learning | <input type="checkbox"/> |
| 2 – Fostering environmentally sustainable, resource efficient, innovative, competitive and knowledge based aquaculture | 3 – Protection and restoration of aquatic biodiversity and enhancement of ecosystems related to aquaculture and promotion of resource efficient aquaculture | <input type="checkbox"/> |
| 3 – Fostering the implementation of the Common Fisheries Policy | 1 – Improvement and supply of scientific knowledge and collection and management of data | <input type="checkbox"/> |
| 3 – Fostering the implementation of the Common Fisheries Policy | 2 – Provision of support to monitoring, control and enforcement, enhancing institutional capacity and the efficiency of public administration, without increasing the administrative burden | <input type="checkbox"/> |
| 5 – Fostering marketing and processing | 1 – Improvement of market organisation for fishery and aquaculture products | <input type="checkbox"/> |
| 6 – Fostering the implementation of the Integrated Maritime Policy | 1 – Development and implementation of the Integrated Maritime Policy | <input type="checkbox"/> |

2.9.2 Complementarity (Maximum Marks: 5)

Specify whether the proposed operation is complementary to any operation already financed or to be financed by the European Union ¹⁹

Yes No

If yes, give details (provide reference number/s, dates, amounts requested, amounts granted, etc.):

¹⁸ General Selection Criteria: Applicant is allotted marks in accordance with the project proposal’s higher contribution towards the measure-specific indicators (using the principle of proportionality).

¹⁹ Article 125.3(f) of Regulation (EU) No. 508/2014 states that operations selected for support from EMFF cannot include activities which were part of an operation which has been or should have been subject to a procedure of recovery in accordance with Article 71 following the relocation of a productive activity outside the programme area.

2.10 Other Community financing sources

Has an application been made for assistance from any other Community source (including EAFRD, ERDF, ESF, Cohesion Fund, LIFE ...) for this operation, any part thereof or for any earlier phase of this project (including feasibility and preparatory phases)?

Yes No

If **Yes**, please give details (financial instrument concerned, reference number/s, dates, amounts requested, amounts granted, etc.):

SECTION 3 – READINESS (*Maximum Marks: 10*)

Applicant is to attach:

- *Written approval by the relevant competent authority (if applicable)*

3.1 Indicate the state of readiness of the operation.

3.2 Quotation²⁰/s for Good/Services/Works to be procured for the operation to be implemented

Applicant is to attach:

- ONE quotation for each cost to be incurred [Attachment Required].

| Item / Activity | Description / Specifications | QUOTATION | | |
|-----------------|------------------------------|------------------|-----------------------------------|---------------------|
| | | Name of Supplier | Date of the request for quotation | Price excluding VAT |
| Goods | | | | € |
| Services | | | | € |
| | | | | € |
| | | | | € |
| | | | | € |
| | | | | € |

If necessary, additional rows may be added.

²⁰ Kindly note that prior to procuring the item or services required, the applicant is to present the MA with 3 new comparable quotations. These quotations are to be submitted together with a formal letter addressed to the MA whereby the chosen quotation is indicated by inserting reference to the quotation number and the full name of the chosen supplier/service provider. If the cheapest quotation is not chosen by the applicant, a justification would need to be provided. The applicant is to note that in such cases, the amount of funding co-financed through EMFF can only be based on the cheapest quotation obtained. Should for some reason three quotations not be obtained by the applicant, a justification why should also be provided by the applicant and it would be the MA's prerogative whether to accept such justification or not.

SECTION 4 – HORIZONTAL PRIORITIES (Maximum Marks: 5)

4.1.1 Describe how this operation effectively integrates the Operational Programme’s horizontal priorities: more specifically Environmental Sustainability and Equal Opportunities.

4.1.2 Describe how the application will include green considerations and specific actions addressing the environment and provide the amount allocated to the selected actions **(Maximum Marks: 5)²¹**

| Environment’s Protection Actions | | Description | Amount allocated (€) |
|--|--------------------------|-------------|----------------------|
| Reduce GHG emissions | <input type="checkbox"/> | | |
| Renewable Energy Sources | <input type="checkbox"/> | | |
| Energy Efficiency | <input type="checkbox"/> | | |
| Water reuse/treatment | <input type="checkbox"/> | | |
| Any other climate change mitigation and adaptation measure | <input type="checkbox"/> | | |

²¹ Measure-Specific selection criteria: Green considerations – additional points awarded to proposals which endorse energy efficiency.

SECTION 5 – ADDED VALUE AND COST-EFFECTIVENESS (Maximum Marks: 20)²²

Describe the added value of the proposed operation and its cost-effectiveness.

SECTION 6 – ADDITIONAL INFORMATION

Please use this section to supply any additional information relating to previous sections which you feel is relevant. Please head your information using the numbers and heading within this form.

SECTION 7 – DATA PROTECTION

Personal data transmitted to the Funds and Programmes Division within the scope of implementation of operations being co-financed by the European Maritime and Fisheries Fund is processed, in accordance with the Data Protection Act (2001), by the Funds and Programmes Division and by other stakeholders and competent authorities mandated to implement, monitor, and execute payments, control and audit the operation/contract. For any data protection queries e-mail on fpd.meae@gov.mt

I agree with the above

²² General Selection Criteria: Extra marks given on the basis of added value, project effectiveness and also the justification of planned expenses. Co-financing necessitates the best monetary value possible in view of the fact that E.U. funds are truly tax-payers money from all Member-States.

SECTION 8 - DECLARATION

I declare that the entries in this Declaration form, the details in the whole Application Form and any other annexes enclosed are, to the best of my knowledge and belief, correct. I also confirm that the EU Funds applied for is the minimum required for the operation to proceed as described.

I can confirm that the operation to which this application refers is not physically completed or fully implemented at the date of its submission to the MA as per article 65(6) of Regulation (EU) No 1303/2013.

I can also confirm that I am not aware of any reason why the operation may not proceed or be delayed and the commitment can be made within the timescales indicated in the Operational Programme to which this operation relates. I acknowledge that the application will be subject to regular monitoring/auditing/evaluations and undertake to keep adequate records for this purpose in line with instructions received from the Managing Authority and as described in the Manual of Procedures and any other guidance provided by the Managing Authority / other stakeholders, as applicable.

I declare that this project is not being supported through other Community Funding and that I will abide by the principle of good governance and the Public Contracts Regulation on matters related to procurement as applicable.

I confirm that this project shall not increase the fishing capacity of the vessel and that it does not involve the funding of equipment which may increase the ability of a vessel to find fish²³.

I also declare that by submitting this application, I am hereby giving my consent for the publication of information related to the organisation and the operation (including budget) as required by the relevant Commission Regulations on the European Maritime and Fisheries Fund (2014-2020).

I declare to abide to the durability clause enshrined in article 71 of Regulation (EU) 1303/2013 and article 25 of Regulation (EU) 508/2014. I also understand that if the information included in the Application Form is found to be not factually correct, the project application may be rejected.

I, declare to the best of my knowledge and belief, conformity with the criteria listed under Article 10.1(a-c) of Regulation (EU) 508/2014 and also declare that no fraud under the European Fisheries Fund (2007-2013) or the European Maritime and Fisheries Fund (2014-2020) was committed by the undersigned.

Applicant (Name in Block Letters)

Signature

Date _____

²³ Applicable only for vessel owners

SECTION 9 – CHECKLIST OF ATTACHMENTS

Applications will not be considered eligible to go through the assessment stage if they are not submitted upon the relevant Application Form, and which do not include the following Annexes:

| | | |
|---|---|--------------------------|
| 1 Bound, Original, Signed, and Dated Application Form – Obligatory | | <input type="checkbox"/> |
| 1 Soft copy of the Application Form (including a scanned copy of any supporting documentation and annexes) – <i>Required</i> | | <input type="checkbox"/> |
| Section 1.1.2 – Employment History from Jobsplus - <i>Required</i> | | <input type="checkbox"/> |
| Section 1.1.2 – Copy of certificates obtained through training undertaken/ courses attended- <i>Required</i> | | <input type="checkbox"/> |
| Section 1.2 – Director’s Approval for use of fishing vessel for a secondary purpose – <i>Required IF applicable</i> | | <input type="checkbox"/> |
| Section 1.2 - Certificate of Registry (Transport Malta) – <i>Required for vessels with an overall length exceeding six (6) metres</i> | | <input type="checkbox"/> |
| Section 1.2 - License of Fishing Vessel – <i>Required IF applicable</i> | | <input type="checkbox"/> |
| Section 1.2 – Survey Report including Certificate of Seaworthiness issued by a recognised Surveyor – <i>Required IF applicable</i> | | <input type="checkbox"/> |
| Section 1.2 – Policy of Insurance – <i>Required IF applicable</i> | | <input type="checkbox"/> |
| Section 1.3 - Certified documentary evidence proving ownership of the vessel and the engines thereof – <i>Required IF applicable</i> | | <input type="checkbox"/> |
| Section 1.5 - Letter of Intent in case of partnership – <i>Required IF applicable</i> | | <input type="checkbox"/> |
| Section 1.6 – Financial Viability of the Applicant – <i>Required</i> | | <input type="checkbox"/> |
| Section 1.6 | In case, the applicant is a private individual/self-employed the following documentation should be submitted together with the application form – <i>Required ONLY if applicable</i> | |
| | 1. A copy of the income tax return and annexed income statement submitted for year of assessment 2017 (basis 2016) and a signed copy of the income statement for basis 2017 | <input type="checkbox"/> |
| | 2. A copy of VAT registration certificate | <input type="checkbox"/> |
| | 3. Copies of VAT, IRD and SSC Declarations | <input type="checkbox"/> |
| | 4. Declaration by the individual and his/her accountant/lawyer attesting that liquid funds are available to match the private financing | <input type="checkbox"/> |
| | 5. A bank letter of intent or a bank sanction letter, if private part is to be financed by a loan | <input type="checkbox"/> |
| | In case of multiple vessel owners, the above documentation is to be submitted for each co-owner | <input type="checkbox"/> |
| Section 1.6 | In case, the applicant is a private company the following documentation should be submitted together with the application form – <i>Required ONLY if applicable</i> | |
| | 1. A copy of the audited financial statements for the years 2016 and 2015 | <input type="checkbox"/> |
| | 2. Signed copy of Management accounts (full set) for year 2017 | <input type="checkbox"/> |

| | | |
|--|--|--------------------------|
| | 3. Copies of VAT, IRD and SSC Declarations | <input type="checkbox"/> |
| | 4. Declaration by legal representative and accountant/lawyer attesting that funds are available to match the private financing | <input type="checkbox"/> |
| | 5. A bank letter of intent or a bank sanction letter, if private part is to be financed by a loan | <input type="checkbox"/> |
| Section 1.6 | In case, the applicant is a start-up business in its first year of operation the following documentation should be submitted together with the application form – <i>Required ONLY if applicable</i> | |
| | 1. A copy of the existing management accounts at application date | <input type="checkbox"/> |
| | 2. A copy of cashflow and revenue projections for 2018 and 2019 certified by a Certified Public Accountant | <input type="checkbox"/> |
| | 3. Declaration by legal representative and accountant/lawyer attesting that funds are available to match the private financing | <input type="checkbox"/> |
| | 4. A bank letter of intent or a bank sanction letter, if private part is to be financed by a loan | <input type="checkbox"/> |
| Section 1.6 | In case, the applicant is a start-up business in its second year of operation the following documentation should be submitted together with the application form – <i>Required ONLY if applicable</i> | |
| | 1. A copy of the audited financial statement for the year 2016 | <input type="checkbox"/> |
| | 2. A signed copy of Management accounts (full set) for year 2017 | <input type="checkbox"/> |
| | 3. Declaration by legal representative and accountant/lawyer attesting that funds are available to match the private financing | <input type="checkbox"/> |
| | 4. A bank letter of intent or a bank sanction letter, if private part is to be financed by a loan | <input type="checkbox"/> |
| | 5. Copies of VAT, IRD and SSC Declarations | <input type="checkbox"/> |
| Section 1.7 – Notification letters issued by the Department of Fisheries and Aquaculture whereby penalty points have been assigned to the fishing license – Required ONLY in case any serious infringements to the Common Fisheries Policy have been committed since 1 st January 2013. | | <input type="checkbox"/> |
| Section 2.1 – Business Plan (Project Definition Report) – <i>Required</i> | | <input type="checkbox"/> |
| Section 3.1 – Written approval by relevant competent authority – <i>Required (if applicable)</i> | | <input type="checkbox"/> |
| Section 3.2 – Quotation/s – <i>Required</i> | | <input type="checkbox"/> |
| Section 8 – Declaration – Obligatory | | <input type="checkbox"/> |
| Add Supporting Documentation | | <input type="checkbox"/> |

For the application to be considered as complete, all attachments marked **obligatory** are to be submitted with the Application Form by the closing date of the application stage. The documents marked **required** are also needed but need not be made available by the closing date of the application stage. The Managing Authority will undertake a validity check following receipt of the application. Any required documentation not submitted with the application form shall have to be submitted by the applicant within **five working days from the MA's disclosure/request**. Only complete applications will be considered by the Project Selection Committee.