

APPLICATION FORM

European Maritime and Fisheries Fund 2014–2020

*Investing in sustainable
fisheries and aquaculture*

EMFF Measure Title	Call 1 (a) Article 48 (1) a-d, f-h Productive investments in aquaculture Call 1 (b) Article 48 (1) e, i, j Productive investments in aquaculture – resource efficiency, reducing usage of water and chemicals, recirculation systems minimising water use
EMFF Measure Code	Call 1 (a): II.2 Call 1 (b): II.3
Call Year	2018
Call Round	1
Deadline for Submission dd-mm-yyyy hh:mm:ss	31/08/2018 11:00:00

[For office use only – Ref No. OC/UP2II.2-3/2018/1]

N.B. This is an open call.
New and existing
enterprises operating
within the broader
aquaculture sector are
eligible to submit an
Application Form.



Maritime and Fisheries Operational Programme 2014-2020
Part-financed by the European Union
European Maritime and Fisheries Fund (EMFF)
37.5% European Union funds; 12.5% national funds;
50% private funds¹



Investing in sustainable fisheries and aquaculture

¹ The public intensity rate for enterprises above the thresholds of small and medium size (SMEs) shall be reduced by 20% as per Annex 1 of Regulation (EU) No. 508/2014 - http://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en

GUIDANCE NOTES TO THE APPLICATION FORM

General information

In line with Article 10 of Regulation (EU) No. 508/2014, operators that committed serious infringements determined by a decision taken as from 01 January 2013, shall not benefit from financial assistance from the European Maritime and Fisheries Fund 2014-2020. The duration of the inadmissibility period shall be proportionate to the nature, gravity, duration and repetition of the serious infringement, offence or fraud. Determination of the inadmissibility period of applications by operators who have committed infringements and/or environmental offences shall be in line with the applicable rules, more specifically with the provisions set out in Commission Delegated Regulation (EU) No. 2015/288 as amended by Commission Delegated Regulation (EU) No. 2015/2252.

As per Article 95 and Annex I of Regulation (EU) No. 508/2014 of the European Parliament and of the Council on the European Maritime and Fisheries Fund (Fund-specific Regulation), a maximum intensity of public aid of 50% of the total eligible expenditure of the operation can be applied. The applicant is therefore required to finance the remaining 50% of the operation.

The public intensity rate for enterprises above the thresholds of small and medium size (SMEs) shall be reduced by 20% as per Annex 1 of Regulation (EU) No. 508/2014. The link below can be accessed for more information on SMEs thresholds and definitions - http://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en

In line with Article 46 (3) of Regulation (EU) No. 508/2014, where operations 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.

In line with Article 48 (2) of Regulation (EU) No. 508/2014, support for operations under point (h) of paragraph 1 shall 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.

In line with Article 71 of Regulation (EU) No. 1303/2013 of the European Parliament and of the Council (Common Provisions Regulation), a beneficiary shall repay the contribution from the European Structural and Investment Funds if within five 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.

The account to be used for the operation, for which a grant is being requested, must allow payments made by the Treasury Department to be clearly identified. If this is not the case, a separate bank account should be created. Such separate bank account must be made available following approval of the operation.

Ineligible expenditure

The following activities shall not be eligible for support:

- Contributions in kind;
- Operations which are already physically completed;
- Preventive or scheduled maintenance costs;
- Farming of genetically modified organisms;
- Operations in marine protected areas;
- The transfer of ownership of a business.

Application process

All applications must be made on this specific Application Form. The latter must be submitted both in electronic and paper format.

All applications must be completed in full (containing as much detail as possible), signed and dated by the Applicant (i.e. 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 Form. Any required documentation not submitted with the Application Form shall have to be submitted by the

Applicant within five working days from the Managing Authority's disclosure/request. Only complete applications will be considered by the Project Selection Committee.

The deadline for all submissions is **31/08/2018 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 Form.

All applications are to be **delivered by hand** to the Managing Authority at the following address:

Funds and Programmes Division
Triq il-Kukkanja
Sta. Venera
E-mail: fpd.meae@gov.mt
Tel. no.: 22001108
Website: www.eufunds.gov.mt / www.eufundsmalta.gov.mt

A detailed information session for interested parties will be held on 26/07/2018 10:00hrs at the Funds and Programmes Division offices (address above) at 10:00hrs. Registration for this session is to be requested on 22001228 or via e-mail to fpd.meae@gov.mt until 20/07/2018.

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 latest Admissibility and Selection Criteria in English is available online, in pdf format, at the link <https://eufunds.gov.mt/en/EU%20Funds%20Programmes/Agricultural%20Fisheries%20Fund/Documents/EMFF%20links%20and%20downloads/Adopted%20EMFF%20Admissibility%20and%20Selection%20Criteria%20v120418.pdf>

A copy of the latest Admissibility and Selection Criteria in Maltese is available online, in pdf format, at the link <https://eufunds.gov.mt/en/EU%20Funds%20Programmes/Agricultural%20Fisheries%20Fund/Documents/EMFF%20links%20and%20downloads/Admissibility%20and%20selection%20criteria%202014-2020%20final%20MT.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 (i.e. Project Leader) both in paper and electronic copy.

As a result of this call, the Project Selection Committee, intends to select and co-finance operations in line with Article 48 (excluding Measure II.4 (k) concerning investments increasing energy efficiency and promoting the conversion of aquaculture enterprises to renewable sources of energy), for a maximum total public eligible amount of €2mn (two million EURO). Should other operations be deemed eligible but not selected due to the results obtained, these operations will be placed on reserve with the corresponding results being valid until exhaustion of funds.

Format of Application Form

Sections 3 and 4 of this Application Form appear twice as Sections 3A/B and 4A/B respectively. Applicants who are interested in funding for Call 1 (a) Article 48 (i) Measures a-d, f-h should fill-in Sections 3A/4A only, whilst those interested in funding for Call 1 (b) Article 48 (i) Measures e, i, j should fill-in Sections 3B/4B only. The remaining sections (i.e. those preceding and those following Sections 3 and 4) are general in character and should be filled-in by all Applicants.

APPLICATION SUMMARY

Operation Title

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Operation Summary

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Type of investment – **Article 48 (1) a-d, f-h (please select only one option²)**

- Productive³
- Diversification
- Modernisation
- Animal health
- Quality of Products
- Restoration
- Complementary Activities

Type of Investment – **Article 48 (1) e, i, j (please select only one option)**

- Environmental and Resources
- Water Usage and Quality
- Closed Systems

Start Date⁴

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End Date⁵

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Total Financial Plan

Eligible⁶

€	
---	--

VAT Eligible⁷

€	
---	--

Total Eligible

€	
---	--

Non-Eligible

€	
---	--

VAT Non-Eligible

€	
---	--

Total Non-Eligible

€	
---	--

Total Eligible and Non-Eligible

€	
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² Chosen type of operation should match the type chosen in Section 3.3 of this Application Form.

³ An investment can be considered as 'productive' for the purpose of EMFF, if it is an investment in fixed capital or immaterial assets of the beneficiary, which are to be used for the production of goods and services thereby contributing to gross capital formation and employment at the beneficiary.

⁴ **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.

⁵ **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.

⁶ In order to be considered eligible, the operations' costs need to be in line with relevant EU Regulations, more specifically the Fund-specific Regulation (EU) No. 508/2014, the Common Provisions Regulation, the National Eligibility Rules and any subsequent modifications. Total budget available for operations funded under this call amounts to €2mn.

⁷ In order for VAT to be considered as an eligible component of the operation, it has to be genuinely borne by the Beneficiary. Therefore, VAT which is recoverable, by whatever means, cannot be considered eligible, even if it is not actually recovered by the Beneficiary. The Applicant is required to submit a Declaration from the VAT Department, if VAT is to be included as an eligible component of the operation. The Form to be completed is included as Annex I to the Application Form.

SECTION 1 – THE APPLICANT

1.1 Applicant Organisation's Details

Full Name of Organisation	<input type="text"/>
Registration Number (if applicable)	<input type="text"/>
Post Address and Post Code	<input type="text"/>
VAT Number (if any)	<input type="text"/>
Project Leader ⁸	<input type="text"/>
Position within Organisation	<input type="text"/>
Phone Number	<input type="text"/>
E-mail Address	<input type="text"/>
Website Address	<input type="text"/>
Contact Person ⁹	<input type="text"/>
Position within Organisation	<input type="text"/>
Phone Number	<input type="text"/>
E-mail Address	<input type="text"/>

⁸ The **Project Leader** is the person responsible for the implementation and must be from the Applicant organisation given that he/she will carry the overall financial and legal responsibility for the implementation of the operation. There must be only **ONE** project leader responsible for the operation even if the operation is composed of different components. In such cases, internal arrangements should be made in order to co-ordinate the different components. It is recommended that the Applicant organisation does not nominate as Project Leader, persons/officials who are already acting as Project Leaders in other approved operations, unless otherwise approved by the Managing Authority and are based upon a justification.

⁹ The **Contact Person** cannot be the same person as the Project Leader as this will normally impinge on capacity of the organisation as well as on the status of the operation. He/she must be the person with whom the operation can be discussed and to whom any queries can be copied and/or referred. The Contact Person must also be from the Beneficiary organisation. It is extremely important to indicate as Contact Person someone who will be easily accessible and who will be well aware of all details concerning the operation's implementation. Therefore, a Contact Person is necessary to ensure smooth communication flows between the organisation and the relevant stakeholders.

Legal Status of Applicant:

Natural Person (Individual)

Legal Person



Private (*Business Entity or Non-Governmental Organisation*)

Type of Business Entity (if applicable):

Private Limited Liability Company

Public Limited Liability Company

In case of already established aquaculture operators, please provide the aquaculture Operation Permit Number issued by the Department of Fisheries and Aquaculture (to operate in the aquaculture sector)¹⁰

1.2 Type of Beneficiary

1.2.1 Choose from the list below:

- Private
- Mixed (private and public partnership)

1.3 Partner Organisation (local or transnational)

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

Yes¹¹ No

If 'Yes', provide the details of the organisation/s.

Name of Organisation

Transnational Partner

Legal Status

- Public Authority
- Legal Person
- Natural Person
- Organisation of Fishers
- Producers' Organisations
- NGO
- Research Centre/University
- Mixed

Contact Person

Position within Organisation

Phone Number

E-mail Address

¹⁰ Private entities are to provide a copy of a valid operational permit issued by the Department of Fisheries and Aquaculture as per requirement in Section 17.

¹¹ 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 (stamped and dated) and annexed to the Application Form under Section 17. Should the partner be providing any co-financing the Project Selection Committee may request further proof of such co-financing.

1.3.2 Explain the role of the partner organisation/s within the operation and its added value in reaching the expected results.

1.3.3 Explain how the envisaged activities are in the partner organisation/s' remit.

1.3.4 Specify whether the partner organisation/s will be receiving EMFF funding:

Yes No

If 'Yes', please indicate the specific activity and the amount for which funds will be claimed:

Activity	Amount Claimed (€)

1.3.5 Please specify if the partner organisation/s will provide co-financing:

Yes No

If 'Yes', please indicate the specific activity and the amount as well as the source of funding:

Activity	Amount (€)	Source of funding claimed (€)

1.4 Institutional Framework

Clearly describe the institutional framework within which the operation will have to operate. Also indicate the size of the organisation and which unit will be responsible to carry out the different roles (procurement, payments, financial control, etc.).

1.4.1 Size and main activities of the Organisation¹².

¹² The Applicant is to describe the institutional framework within which the operation will have to operate and how the operation will fit within this framework, providing details on the current staff complement (the number of full-time and part-time employees) and the structure in place. Details of the aquaculture operations implemented by the organization are also to be provided.

1.4.2 Describe the Units involved in the implementation¹³:

- Unit supporting in the daily monitoring of the activities: (details)
- Unit supporting in the Procurement Process: (details)
- Unit supporting in the Payment Process: (details)
- Unit supporting in the Financial control: (details)
- Any other Unit involved in the operation's implementation

1.4.3 Describe management of data including data storage procedures, where applicable.

1.4.4 Describe quality control procedures employed in view of the above-mentioned aquaculture operations.

1.4.5 Describe any technical measures in place to protect data and aquaculture-related products and resources against any accidental or illicit destruction, accidental loss, deterioration, distribution, theft or unauthorised consultation.

The Applicant is to annex an Organisational Framework (Organigram) to the Application Form under Section 17. The Applicant's Organisation Chart (Organigram) is to clearly highlight the units/sectors that will be involved in the implementation of the operation and the interaction between each unit/sector and the Project Leader.

1.5 Capacity and Resources

Provide the information requested below in connection with the enterprise's actual scope within or above the thresholds defining an SME¹⁴.

1.5.1 In order to determine whether the applicant organisation falls under the European Commission's definition of SMES, please declare whether the applicant organisation has any linked and/or partner enterprises:

Yes¹⁵ No

¹³ The Applicant is requested to identify and describe the units (including number of officers and expertise) that will be working on the operation and that will be responsible for the different phases related to the operation's implementation, such as procurement, payments, financial control unit and how these will be coordinated and managed by the Project Leader. The Applicant should also demonstrate whether existing staff have been identified appropriately and should specify whether new staff will be openly recruited to provide support in the operation's implementation.

¹⁴ Definition of SMEs by the European Commission can be found on the following link: http://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en

¹⁵ 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 (stamped and dated) and annexed to the Application Form under Section 17. Should the partner be providing any co-financing the Project Selection Committee may request further proof of such co-financing.

If 'Yes', please provide the details of the partner or linked enterprise/s in the table below.

	Enterprise 1	Enterprise 2	Enterprise 3
Name of Organisation			
Linked/ Partner Enterprise (please delete as applicable)	Linked Enterprise/ Partner Enterprise (please delete as applicable)	Linked Enterprise / Partner Enterprise (please delete as applicable)	Linked Enterprise / Partner Enterprise (please delete as applicable)
Registration Number			
Brief description of the Enterprise's economic activities or NACE Code¹⁶			

(insert more columns as necessary for all partner/linked enterprises)

Should the applicant organisation have any linked or partner enterprises, information related to this/these enterprises' average total work units (section 1.5.2 below) and annual turnover and annual balance sheet total (section 1.5.3 below) needs also to be provided. This should also be substantiated by supporting documentation as required in Section 1.6 of this application.

1.5.2 Average Total Work Units (Average head count including all registered employees on a full-time, part-time and reduced hours basis).

Year	Average Total Work Units (up to 2 decimal points)			
	Applicant Organisation	Linked/Partner Enterprise 1	Linked/Partner Enterprise 2	Linked/Partner Enterprise 3
2018 (1 Jan - 31 Aug)				
2017				
2016				
2015				

(insert more columns as necessary for additional partner/linked enterprises)

1.5.3 Annual turnover and annual balance sheet total for years 2015, 2016 and 2017

Year	Applicant Organisation		Linked/Partner Enterprise 1		Linked/Partner Enterprise 2	
	Annual Turnover	Annual Balance Sheet Total	Annual Turnover	Annual Balance Sheet Total	Annual Turnover	Annual Balance Sheet Total
2015						
2016						
2017						

(insert more columns as necessary for additional partner/linked enterprises)

¹⁶ NACE is the acronym used to designate the various statistical classifications of economic activities developed since 1970 in the European Union. NACE provides the framework for collecting and presenting a large range of statistical data according to economic activity in the fields of economic statistics (e.g. production, employment, national accounts) and in other statistical domains. For a list of established European NACE codes please access this link http://ec.europa.eu/competition/mergers/cases/index/nace_all.html

1.6 Financial Viability of the Applicant (applicable only in case of private entities)

As per Article 95 and Annex I of Regulation (EU) No. 508/2014, a maximum intensity of public aid of 50% of the total eligible expenditure of the operation can be applied, unless the applicant does not fall under the scope of an SME whereby only 30% public aid can be applied. The Applicant is therefore required to finance the remaining 50%/80% of the operation. 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 last year's tax return and annexed income statement submitted (attachment required);
- A copy of VAT registration certificate (attachment required);
- VAT declaration from VAT Department confirming no pending dues in respect of VAT (attachments required);
- Certificate from IRD confirming no pending dues in respect of Income Tax and Social Security Contributions 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);
- If private part is to be financed by a loan, a bank letter of intent or a bank sanction letter is required (attachment required only if applicable).

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 2017 (attachments required) - management accounts can be submitted, should the 2017 audited accounts not yet be available. These documents should also be made available for all linked and/or partner enterprises of the applicant organisation;
- VAT declaration from VAT Department confirming no pending dues in respect of VAT (attachment required);
- FSS/SSC Clearance Certificates and Tax clearance certificates from Inland Revenue Department (attachments 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);
- If private part is to be financed by a loan, a bank letter of intent or a bank sanction letter is required (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) These documents should also be made available for all linked and/or partner enterprises of the applicant organisation;
- A copy of cash flow and revenue projections for next year certified by a certified public accountant (attachment required);
- VAT declaration from VAT Department confirming no pending dues in respect of VAT (attachment required);
- FSS/SSC Clearance Certificates and Tax clearance certificates from Inland Revenue Department (attachments required);
- Declaration by legal representative and accountant/lawyer attesting that funds are available to match the private financing (attachment required only if applicable);
- If private part is to be financed by a loan, a bank letter of intent or a bank sanction letter is required (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 2017 (attachment required) - management accounts can be submitted, should the 2017 audited accounts not yet be available These documents should also be made available for all linked and/or partner enterprises of the applicant organisation;
- VAT declaration from VAT Department confirming no pending dues in respect of VAT (attachment required);
- FSS/SSC Clearance Certificates and Tax clearance certificates from Inland Revenue Department (attachments required);
- Declaration by legal representative and accountant/lawyer attesting that funds are available to match the private financing (attachment required only if applicable);
- If private part is to be financed by a loan, a bank letter of intent or a bank sanction letter is required (attachment required only if applicable).

1.7 Serious Infringements committed¹⁷

In case serious infringements or offences were committed by the Applicant as those stipulated in Article 10 (1) of regulation (EU) No 508/2014 since 01 January 2013, the Applicant is to attach a copy of all notification letters issued by the Department of Fisheries and Aquaculture, the Environment and Resources Authority and/or other competent authorities (Attachment Required if applicable).

The beneficiary, after submitting the Application Form, shall continue to comply with all the pertinent conditions throughout the period of implementation of the operation and for a period of five years after the final payment to that beneficiary.

SECTION 2 – STATE AID

The Applicant should ideally include the State Aid Monitoring Board (SAMB) position with the Application Form. Operations involving State aid are not eligible under this call¹⁸.

2.1 Does the operation involve State Aid? (Only operations which do not involve state aid are eligible).

Yes No

2.2 Have discussions with the State Aid Monitoring Board (SAMB) been held?

Yes No

If you have answered 'Yes' to question 2.2, please outline the outcome of the discussions held with SAMB and any reference to correspondence with SAMB.

If you have answered 'No' to both questions 2.1 and 2.2, please explain how it has been concluded that the operation does not involve State aid.

The Applicant is to annex to the Application Form, under Section 17, any official correspondence with the SAMB.

¹⁷ Commission Delegated Regulation (EU) No. 2015/2252 amending Delegated Regulation (EU) No. 2015/288 as regards the period of inadmissibility of applications for support from the EMFF.

¹⁸ **ALL** Applicants of EMFF assisted operations must ensure compliance with State Aid rules. **If the rules are breached (even after the operation ends), any grant (even if already paid) may have to be recovered.** In this regard, early discussions with the State Aid Monitoring Board (SAMB) and/or experts on State Aid, of the Applicant's choice, are encouraged to clear State Aid position. Any evidence of correspondence between the Applicant and SAMB should be annexed to the Application Form (under Section 17 of this Application Form). The SAMB can be contacted either by telephone on 21252757/21223878 and/or in writing by electronic mail on yana.haber@gov.mt. The Project Selection Committee reserves the right to consult the SAMB during and after the project selection procedure as necessary.

THIS SECTION SHOULD BE FILLED-IN BY APPLICANTS INTERESTED IN FUNDING UNDER ARTICLE 48 (i) MEASURES A-D, F-H

SECTION 3A – DETAILS OF OPERATION

3.1 Description of the Operation¹⁹

Describe the proposed operation for which assistance is being proposed specifying its main characteristics and components.²⁰

3.2 Objectives of the Operation

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

3.3 Type of Operation

In the table below, please tick only one which operation type is applicable for the proposed operation (Article 48 (i) of Regulation (EU) No. 508/2014)

a	Productive investments in aquaculture.	<input type="checkbox"/>
b	The diversification of aquaculture production and species cultured.	<input type="checkbox"/>
c	The modernisation of aquaculture units, including the improvement in working and safety conditions of aquaculture workers.	<input type="checkbox"/>
d	Improvements and modernisation related to animal health and welfare, including the purchase of equipment aiming at protecting the farms from wild predators.	<input type="checkbox"/>
f	Investments in enhancing the quality of, or in adding value to, aquaculture products.	<input type="checkbox"/>
g	The restoration of existing aquaculture ponds or lagoons through the removal of silt, or investments aimed at the prevention of silt deposits.	<input type="checkbox"/>
h	The diversification of the income of aquaculture enterprises through the development of complementary activities.	<input type="checkbox"/>

¹⁹ The measure-specific admissibility criteria listed in the Fund's Admissibility and Selection Criteria (April 2018) are hereby being summarised here for ease of reference: (a) Applicants linked to enterprises entering the aquaculture sector must submit a Business Plan and in case of investments over €50,000 a feasibility study and environmental assessment – Article 46(2); (b) Support shall be granted only where it has been demonstrated in an independent marketing report that sustainable market prospects do exist for the product concerned - Article 46(2); (c) Adherence to relative environmental/planning legislation: proposals involving marine protected areas will not be supported; (d) Show that the intended operation is consistent with the Multi-Annual National Strategic Plan for the development of aquaculture.

²⁰ Site plans of area of intervention are to be attached to the Application Form as per Section 17.

3.4 Target Groups Supported by the Operation

3.4.1 Employees in the aquaculture sector

Target Groups	
	Numerical Value
Number of employees benefiting from the operation ²¹	

3.4.2 Job Creation in the aquaculture sector (i.e. full-time equivalent) or complementary sectors

Target Groups (<i>Maximum marks: 5</i>) ²²	
	Numerical Value
Number of potential employees benefiting from the operation	

3.4.2.1 Please describe why an increase in employees may be necessary taking into consideration the proposed operation and the envisaged roles and responsibilities. Describe how the envisaged target (job creation in FTE equivalent) will be met.

3.5 Project Phases

Where the operation is a phase of an overall operation, provide a description of the proposed stages of implementation (where possible, please provide a Gantt chart).

²¹ Directly or indirectly.

²² Measure-Specific Selection Criteria - Job Creation: creation of employment in the aquaculture sector (i.e. full-time equivalent) or complementary sectors).

3.6 Background and Justification

Within each of the sub-sections below, provide information relating to the project being proposed:

A. Problem Identification: *This Section should include a description of the problem currently being faced in the particular area.*

B. Demand / Gap Analysis: *This Section should present an analysis of the current demand for a particular good/service, to determine the reasons of its success or failure, and how its performance can be improved in the future to address the problem identified in the previous Section. In addition, Applicants may opt to forecast expected demand in subsequent years to further consolidate the basis of the demand analysis, in which case the current gap which needs to be addressed in order to fulfil the expected demand has to be identified and described.*

C. Options Analysis: *This Section should identify a number of options which could contribute towards addressing the identified gap.*

D. Baseline (Research and Quantitative Assessment): *This Section should provide data including information collected through surveys, if available. The data presented should provide baselines for the subsequent Section – Results. Any supporting documentation or research to justify the undertaking of this operation should be mentioned and summarised under this Section.*

E. Selection of Option: *This Section should outline the selected option based on the above findings. Applicant should indicate the importance of the grant for the undertaking of the operation and selected option, why the operation cannot be undertaken with the Applicant's own resources; and why the EMFF should co-finance the proposed operation.*

3.7 Activities²³ (Maximum Marks: 15 (10+5) for Article 48 (i) a-d, f-h)²⁴

In the box below, give a breakdown and description of the activities to be carried out and the means, to achieve them. Higher points given to facilities which will spawn more than just one species and in proportion to the production capacity. Points will also be given to operations aimed at targeting the diversification of aquaculture production and species cultured

²³ 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.

²⁴ Measure-Specific Selection Criteria approved by the Monitoring Committee (April 2018).

3.8 Sub-Activities²⁵

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

3.9 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.

3.10 Green Considerations (*Maximum Marks: 5*)

In the box below, list how the proposal will endorse the concept of energy efficiency.

3.11 Innovation (*Maximum Marks: 5*)

In the box below, delineate any supplementary consideration allotted to closed-cycle techniques or any other innovative specialised techniques.

3.12 Operation Timeframe

In the box below, please indicate the expected start and end date of the Project, as reflected in the Application Summary.

Start Date:

End Date²⁶:

²⁵ 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'.

²⁶ Refer to footnote 5.

THIS SECTION SHOULD BE FILLED-IN BY APPLICANTS INTERESTED IN FUNDING UNDER ARTICLE 48 (i) MEASURES A-D, F-H

SECTION 4A – OPERATIONAL PROGRAMME

Under this Section, the Applicant should demonstrate that the operation fits into the Union Priorities Strategy and it concretely contributes to the achievement of its objectives and results as outlined under the Maritime and Fisheries Operational Programme for Malta 2014-2020.

4.1 Specific Objectives²⁷

Specific Objective	
2 – The enhancement of the competitiveness and viability of aquaculture enterprises, including the improvement of safety and working conditions, in particular of SMEs.	<input type="checkbox"/>

4.1.1 Explain in concrete terms how the operation will address the selected specific objective/s:

4.2 Contribution towards Indicators²⁸ (Maximum Marks: 5)

Applicants should contribute only to those indicators which are relevant for the selected Specific Objective/s. When applicable, more than one indicator for the operation under the same Specific Objective can be selected through the provision of envisaged target/s. The Applicant should provide the method of quantification for each indicator and the method of verification that will be used once the implementation has started.

4.2.1 Selection of the relevant indicator/s²⁹.

Output Indicator	Milestone for 2018³⁰	Target for Completion of Operation
2.2 – N° of projects on productive investments in aquaculture		

Result Indicator	Target for Completion of Operation
2.9 – Employment maintained (FTE)	

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.

²⁷ 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 is addressing one of the listed Specific Objectives in order for the Application to be eligible. The choice of Specific Objectives is limited to the relevant Union Priority open under this call.

²⁸ 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.

²⁹ The choice of indicator/s is limited to the relevant Specific Objective/s open under this call. Each indicator should be realistically quantified and allocated against the **expected achievement up to year 2018** and the **cumulative total year of completion of operation**. In instances where the completion year is 2018, then the targets will need to be inputted twice i.e. under the column 'Milestone for 2018' and the column 'Target for Completion of Operation'.

³⁰ As per Commission Implementing Regulation (EU) No. 215/2014 the milestones and targets for an output indicator shall refer to operations, where all actions leading to outputs have been implemented in full, but for which not all payments have necessarily been made.

4.2.2 Please provide a description of the method of quantification used to reach the envisaged target under each selected indicator:

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4.2.3 Please provide a description of the method of verification that will be used to ensure the achievement of the selected indicator:

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4.3 Context Indicator presenting the initial situation

Context Indicator presenting the initial situation	Baseline year	Value	Measurement Unit	Source of Information
2.6.a - N° of employed (FTE) including male and female			FTE	
2.6.b - N° of employed (FTE) female			FTE	

4.4 Complementary Specific Objectives (Maximum Marks: 5)

4.4.1 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	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"/>
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	1 - The provision of support to strengthen technological development, innovation and knowledge transfer.	<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 resources 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	<input type="checkbox"/>

	efficiency of public administration, without increasing the administrative burden	
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"/>

If 'Yes', specify how the selected Specific Objective/s will be directly/indirectly addressed/contributed to, through the operation.

THIS SECTION SHOULD BE FILLED-IN BY APPLICANTS INTERESTED IN FUNDING UNDER ARTICLE 48 (i) MEASURES E, I, J

SECTION 3B – DETAILS OF OPERATION

3.1 Description of the Operation³¹

Describe the proposed operation for which assistance is being proposed specifying its main characteristics and components.³²

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3.2 Objectives of the Operation

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

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3.3 Type of Operation

In the table below, please tick only one which operation type is applicable for the proposed operation (Article 48 (i) of Regulation (EU) No. 508/2014)

e	Investments reducing the negative impact or enhancing the positive effects on the environment and increasing resource efficiency.	<input type="checkbox"/>
i	Investments resulting in a 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.	<input type="checkbox"/>
j	The promotion of closed aquaculture systems where aquaculture products are farmed in closed recirculation systems, thereby minimising water use.	<input type="checkbox"/>

3.4 Target Groups Supported by the Operation

3.4.1 Employees in the aquaculture sector

Target Groups	
	Numerical Value
Number of employees benefiting from the operation ³³	

³¹ The measure-specific admissibility criteria listed in the Fund's Admissibility and Selection Criteria (April 2018) are hereby being summarised here for ease of reference: (a) Applicants linked to enterprises entering the aquaculture sector must submit a Business Plan and in case of investments over €50,000 a feasibility study and environmental assessment – Article 46(2); (b) Support shall be granted only where it has been demonstrated in an independent marketing report that sustainable market prospects do exist for the product concerned - Article 46(2); (c) Adherence to relative environmental/planning legislation: proposals involving marine protected areas will not be supported; (d) Show that the intended operation is consistent with the Multi-Annual National Strategic Plan for the development of aquaculture.

³² Site plans of area of intervention are to be attached to the Application Form as per Section 17.

³³ Directly or indirectly.

3.4.2 Job Creation in the aquaculture sector (i.e. full-time equivalent) or complementary sectors

Target Groups (Maximum marks: 5)³⁴	
	Numerical Value
Number of potential employees benefiting from the operation	

3.4.2.1 Please describe why an increase in employees may be necessary taking into consideration the proposed operation and the envisaged roles and responsibilities. Describe how the envisaged target (job creation in FTE equivalent) will be met.

3.5 Project Phases

Where the operation is a phase of an overall operation, provide a description of the proposed stages of implementation (where possible, please provide a Gantt chart).

3.6 Background and Justification

Within each of the sub-sections below, provide information relating to the project being proposed:

<p>A. Problem Identification: <i>This Section should include a description of the problem currently being faced in the particular area.</i></p>
<p>B. Demand / Gap Analysis: <i>This Section should present an analysis of the current demand for a particular good/service, to determine the reasons of its success or failure, and how its performance can be improved in the future to address the problem identified in the previous Section. In addition, Applicants may opt to forecast expected demand in subsequent years to further consolidate the basis of the demand analysis, in which case the current gap which needs to be addressed in order to fulfil the expected demand has to be identified and described.</i></p>
<p>C. Options Analysis: <i>This Section should identify a number of options which could contribute towards addressing the identified gap.</i></p>
<p>D. Baseline (Research and Quantitative Assessment): <i>This Section should provide data including information collected through surveys. The data presented should provide baselines for the subsequent Section – Results. Any supporting documentation or research to justify the undertaking of this operation should be mentioned and summarised under this Section.</i></p>

³⁴ Measure-specific selection criteria – Job creation: creation of employment in the aquaculture sector (i.e. full-time equivalent) or complementary sectors).

E. Selection of Option: *This Section should outline the selected option based on the above findings. Applicant should indicate the importance of the grant for the undertaking of the operation and selected option, why the operation cannot be undertaken with the Applicant's own resources; and why the EMFF should co-finance the proposed operation.*

3.7 Activities³⁵ (Maximum Marks: 10 for Article 48 (i) e, i, j)³⁶

In the box below, give a breakdown and description of the activities to be carried out and the means, to achieve them. Higher points given to facilities which will spawn more than just one species and in proportion to the production capacity.

3.8 Sub-Activities³⁷

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

3.9 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.

3.10 Green Considerations (Maximum Marks: 5)

In the box below, list how the proposal will endorse the concept of energy efficiency.

³⁵ 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.

³⁶ Measure-Specific Selection Criteria approved by the Monitoring Committee (April 2018).

³⁷ 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 'ICT equipment'.

3.11 Profits (Maximum Marks: 5)

In the box below, delineate the possible forecasted increase in Net profits based on the Business Plan annexed to this application form as required under Section 3.1.

3.12 Innovation (Maximum Marks: 5)

In the box below, delineate any supplementary consideration allotted to closed-cycle techniques or any other innovative specialised techniques.

3.13 Operation Timeframe

In the box below, please indicate the expected start and end date of the Project, as reflected in the Application Summary.

Start Date:

End Date³⁸:

³⁸ Refer to footnote 5.

THIS SECTION SHOULD BE FILLED-IN BY APPLICANTS INTERESTED IN FUNDING UNDER ARTICLE 48 (i) MEASURES E, I, J

SECTION 4B – OPERATIONAL PROGRAMME

Under this Section, the Applicant should demonstrate that the operation fits into the Union Priorities Strategy and it concretely contributes to the achievement of its objectives and results as outlined under the Maritime and Fisheries Operational Programme for Malta 2014-2020.

4.1 Specific Objectives³⁹

Specific Objective	
3 – The protection and restoration of aquatic biodiversity and the enhancement of ecosystems related to aquaculture and the promotion of resource efficient aquaculture.	<input type="checkbox"/>

4.1.1 Explain in concrete terms how the operation will address the selected specific objective/s:

4.2 Contribution towards Indicators⁴⁰ (Maximum Marks: 5)

Applicants should contribute only to those indicators which are relevant for the selected Specific Objective/s. When applicable, more than one indicator for the operation under the same Specific Objective can be selected through the provision of envisaged target/s. The Applicant should provide the method of quantification for each indicator and the method of verification that will be used once the implementation has started.

4.2.1 Selection of the relevant indicator/s⁴¹.

Output Indicator	Milestone for 2018⁴²	Target for Completion of Operation
2.2 – N° of projects on productive investments in aquaculture		

Result Indicator	Target for Completion of Operation
2.9 – Employment maintained (full-time employees)	

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.

³⁹ 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 is addressing one of the listed Specific Objectives in order for the Application to be eligible. The choice of Specific Objectives is limited to the relevant Union Priority open under this call.

⁴⁰ 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.

⁴¹ The choice of indicator/s is limited to the relevant Specific Objective/s open under this call. Each indicator should be realistically quantified and allocated against the **expected achievement up to year 2018** and the **cumulative total year of completion of operation**. In instances where the completion year is 2018, then the targets will need to be inputted twice i.e. under the column 'Milestone for 2018' and the column 'Target for Completion of Operation'.

⁴² As per Commission Implementing Regulation (EU) No. 215/2014, the milestones and targets for an output indicator shall refer to operations, where all actions leading to outputs have been implemented in full, but for which not all payments have necessarily been made.

4.2.2 Please provide a description of the method of quantification used to reach the envisaged target under each selected indicator:

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4.2.3 Please provide a description of the method of verification that will be used to ensure the achievement of the selected indicator:

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4.3 Context Indicator presenting the initial situation

Context Indicator presenting the initial situation	Baseline year	Value	Measurement Unit	Source of Information
2.3 - Net profit			Thousand Euros	
2.6.a - N° of employed (FTE) including male and female			FTE	
2.6.b - N° of employed (FTE) female			FTE	

4.4 Complementary Specific Objectives (Maximum Marks: 5)

4.4.1 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	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"/>
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	1 - The provision of support to strengthen technological development, innovation and knowledge transfer.	<input type="checkbox"/>
2- Fostering environmentally sustainable, resource efficient, innovative, competitive and knowledge based aquaculture	2 - The enhancement of the competitiveness and viability of aquaculture enterprises, including the improvement of safety and working conditions, in particular of SMEs.	<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	<input type="checkbox"/>

	efficiency of public administration, without increasing the administrative burden	
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"/>

If 'Yes', specify how the selected Specific Objective/s will be directly/indirectly addressed/contributed to, through the operation.

SECTION 5 – FINANCIAL PLAN

5.1 Estimated Budget Breakdown (all figures must be quoted in EUR)

Activity	NET (€)	VAT (€)	Other Costs (€)	Gross (€)
Consumables and Supplies				
Equipment				
Evaluation and Research				
Project Management				
Publicity and Dissemination ⁴³				
Services				
Staff costs				
Training				
Travel				
Works				
<i>Other costs (please specify)</i>				
Sub-total expenditure				
Non-eligible expenditure⁴⁴				
<i>Other costs (please specify)</i>				
Sub-total non-eligible expenditure				
Grand Total				

If necessary, additional rows may be added.

Financial Plan

Eligible ⁴⁵	<input type="text"/>	VAT Eligible ⁴⁶	<input type="text"/>	Total Eligible	<input type="text"/>
Non-Eligible	<input type="text"/>	VAT Non-Eligible	<input type="text"/>	Total Non-Eligible	<input type="text"/>
				Total	<input type="text"/>

⁴³ Refer to Section 12 of the Application Form. The budget allocated to 'Publicity and Dissemination' identified under Section 5.1 must tally with the 'Total Publicity Budget' under Section 13.

⁴⁴ If VAT is a non-eligible cost, this should be listed in this Section by the Applicant. VAT should be broken down by component in view of all eligible costs listed in the previous rows. Insert rows for each component in the non-eligible section accordingly.

⁴⁵ In order to be considered eligible, operations' costs need to be in line with relevant EU Regulations: the Fund-specific Regulation (EU) No. 508/2014, the Common Provisions Regulation, the National Eligibility Rules and any subsequent modifications.

⁴⁶ In order for VAT to be considered as an eligible component of the operation, it has to be genuinely borne by the Beneficiary. Therefore, VAT which is recoverable, by whatever means, cannot be considered eligible, even if it is not actually recovered by the Beneficiary. The Applicant is required to submit a Declaration from the VAT Department, if VAT is to be included as an eligible component of the operation. The Form to be completed is included as Annex I to the Application Form.

5.2 Quotations⁴⁷ (applicable only in case of private entities)

Applicant is to attach ONE quotation for each cost to be incurred (attachment required).

Item / Activity	Description / Specifications	QUOTATION			
		Quotation Reference	Name of Supplier	Date of the Request for Quotation	Price excluding VAT
Goods					€
Services					€
Works					€

If necessary, additional rows may be added.

⁴⁷ First set of quotations for different costs/line items should be attached to the Application Form. Eventually, prior to procuring the material or services required, the Applicant is to present the Managing Authority with two new sets of comparable quotations (as long as the first set submitted with the Application Form retains validity time-wise until prospective orders – if not, three new sets will be required). These quotations are to be submitted together with a formal letter addressed to the Managing Authority 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 the Fund can only be based on the cheapest quotation obtained. Should for some reason three quotations are not obtained by the Applicant, a justification why, should also be provided and it would be the Managing Authority's prerogative whether to accept such justification or otherwise.

SECTION 6 – NATIONAL PRIORITIES

In the box below, please indicate how the operation will be contributing towards national priorities for Malta as identified in official documents. Kindly identify the contribution to national priorities and relevant policies by showing how the planned operation fits within these strategies/programmes including the Aquaculture Strategy for the Maltese Islands.⁴⁸

⁴⁸ Measure-specific admissibility criteria: Show that the intended operation is consistent with the Multi-Annual National Strategic Plan for the development of aquaculture. Please follow the web link to the Aquaculture Strategy for the Maltese Islands: <https://msdec.gov.mt/en/Document%20Repository/Aquaculture%20Strategy%202014-25.pdf>

SECTION 7 – HORIZONTAL PRIORITIES *(Maximum Marks: 5)*

7.1 Equal Opportunities

Operations should make a positive contribution to equality for all. Please describe specific actions to promote equal opportunities and prevent discrimination based on sex, racial or ethnic origin, religion or belief, disability, age or sexual orientation during the preparation, design and implementation of the operation.

Please mention any specific components and explain how the Applicant will ensure that equal opportunity will be integrated in the operation. The Applicant should not limit the effort to the legal obligations.

Equal Opportunities		Measures adopted at design stage	Measures to adopt at Implementation stage
Equality between men and women	<input type="checkbox"/>		
Non-Discrimination	<input type="checkbox"/>		
Accessibility	<input type="checkbox"/>		

7.2 Sustainable Development

7.2.1 Describe how the operation shall contribute to any and/or all of the three pillars of sustainable development. A specific reference to the '*Sustainable Development Strategy for the Maltese Islands 2007-2016*⁴⁹' must be included.

Sustainable Development		Description
Environmental Dimension	<input type="checkbox"/>	
Economic Dimension	<input type="checkbox"/>	
Social Dimension	<input type="checkbox"/>	
Cross-cutting Strategic Issues	<input type="checkbox"/>	

7.2.2 Describe specific actions addressing the environment and provide the amount allocated to the selected actions, where applicable.

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"/>		

⁴⁹ https://www.um.edu.mt/_data/assets/pdf_file/0003/64812/SD_Strategy_2006.pdf

Any other climate change mitigation and adaptation measure	<input type="checkbox"/>		
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SECTION 8 – FINANCIAL DETAILS AND COMPLEMENTARITY

8.1 Revenue generation (all figures must be quoted in EUR)

8.1.1 Specify whether the operation is expected to generate net revenue⁵⁰ during implementation and/or after its completion

During implementation only	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
During implementation and after its completion	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
After its completion only	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

If 'Yes', specify how net revenue will be generated

Net Revenue Generated from:	
Operating Revenue – Charges to End Users	<input type="checkbox"/>
Non-Operating Revenue – Rent	<input type="checkbox"/>
Non-Operating Revenue – Interest	<input type="checkbox"/>
Operating Cost Savings ⁵¹	<input type="checkbox"/>
Other (please describe)	

Indicate the net revenue estimated amount below:

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8.1.2 Does the total eligible cost of proposed operation exceed €1,000,000.00 (one million EURO)?

Yes No⁵²

8.2 Other Community financing sources

8.2.1 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.).

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⁵⁰ 'Net Revenue' means cash in-flows directly paid by users for the goods or services provided by the operation, such as charges borne directly by users for the use of infrastructure, sale or rent of land or buildings, or payments for services less any operating costs and replacement costs of short-life equipment incurred during the corresponding period.

⁵¹ Operating cost-savings generated by the operation shall be treated as net revenue unless they are offset by an equal reduction in operating subsidies.

⁵² Please refer to Article 61.7 (b) of Regulation (EU) No. 1303/2013.

8.2.2 Specify whether the proposed operation is complementary to any operation already financed or to be financed by the European Union⁵³. **(Maximum Marks: 5)**

Yes No

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

⁵³ Including Measure code II.3, Article 48 (i) e, i and j with the following investment type: environmental and resources, water usage and quality, closed systems.

SECTION 9 – READINESS *(Maximum Marks: 10)*

9.1 Current Level of Implementation of the Operation

9.1.1 Indicate the state of readiness of the operation.

Indicate whether any further preparation/implementation tasks will continue regardless of the grant decision or whether further progress is dependent on the outcome of the grant decision.

9.2 Planning and Environmental Permits

9.2.1 Do any of the activities or purchases envisaged within the operation require a planning or an environmental permit?

Yes No

If 'Yes', please specify below:

If 'Yes', has the Planning Authority (PA) and/or the Environment and Resources Authority (ERA) already been contacted at this stage?

Yes No

If 'Yes', what was the outcome of discussions with the PA/ERA? Please also indicate reference to any official correspondence with the PA/ERA, including permit numbers.

If you have answered 'No' to both questions, please indicate how the Applicant reached its conclusion that no components of the project require the approval of the PA/ERA.

The Applicant is to annex to the Application Form, under Section 17, any official correspondence with the Planning Authority/Environment and Resources Authority and any permits obtained.

9.2.2 Does the operation or parts thereof require an Environmental Impact Assessment (EIA)?

Yes No

If 'No', please provide the copy of official correspondence with the Planning Authority in Section 17.

If 'Yes', please provide details of current status (Terms of Reference published, public consultation, etc.) and expected date for conclusion of the EIA process.

9.2.3 Does the operation or parts thereof require a permit from the DFA (Aquaculture Operation Permit)?

Yes No

If 'No', provide copy of official correspondence with the Department of Fisheries and Aquaculture in Section 17.

If 'Yes', please provide details of current status and expected date for conclusion of the process.

9.2.4 Does the operation or parts thereof require any other permit/license from the relevant competent authorities/entities)?

Yes No

If 'Yes', please provide details.

SECTION 10 – SUSTAINABILITY OF THE OPERATION (Maximum Marks: 10)

Describe how the benefits of the operation will continue to be delivered after grant support comes to an end and how the operation will be financially supported following completion for a period of up to three/ five years in line with Article 71 of Regulation (EU) No. 1303/2013⁵⁴. To ensure the effectiveness, fairness and sustainable impact of the intervention, provisions guaranteeing that investments in infrastructures are long-lasting and prevent EMFF funding from being used to undue advantage should be in place. The Applicant should refer to Article 71 of Regulation (EU) No. 1303/2013 with reference to the durability of operations which is defined as five years from final payment of the beneficiary or three years in case of SMEs⁵⁵.

Entrepreneurs (private bodies) entering the aquaculture sector are to submit a Business Plan and in case of investments over €50,000.00 a feasibility study and environmental assessment as per Article 46(2) of Regulation (EU) No. 508/2014.

⁵⁴ Under this Section the expected life-time of the operation should be included as well as a calculation of annual operational costs for the expected lifetime of the operation. Applicants are required to provide proof and guarantees as to how the project will be sustained, particularly if no revenue is generated from the operation and if the accounts of the organisation do not support declarations made by the Application in terms of sustainability. This documentation is to be annexed to the Application Form under Section 17.

⁵⁵ Regulation (EU) No. 1303/2013 laying down the Common Provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No. 1083/2006.

SECTION 11 – ADDED VALUE AND COST-EFFECTIVENESS (*Maximum Marks: 20*)

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



SECTION 12 – INFORMATION AND PUBLICITY⁵⁶

The Applicant is to propose communication activities, proportionate to the size of the operation⁵⁷, in order to inform the public about the operation’s aims and the union support to the operation⁵⁸

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The Applicant is to provide an indicative budget for each of the communication activities proposed above and to specify the target audience of these activities.

Tool / Action	Access Points	Presentation ⁵⁹ Mode	Audience	Budget (€)
Print Media	Newspapers			
	Stickers			
	Industry/ Business/ Organisation Journals and Magazines			
	International Publications			
Signage	Plaques			
	Billboards			
Broadcast Media	TV			
	Radio			
Events	Domestic Events			
	Conferences			
	Exhibitions			
Internet and Websites	Local Websites			
	Mailshots/Online Newspapers			
Seminars, Conferences or Workshops	Sectoral business groups			
	Press release – Launch Event			
	Participation during trade exhibitions, fairs, national events, etc.			
Promotional Material	Supplied during national events or events focused at different target groups (e.g.: pens, note pads, etc.)			
Direct Mail Actions	Distribution to households on a national or regional basis			
Posters	Sectoral, business groups or interests			
	On site			
Other (please specify)				

If necessary, additional rows may be added.

Total Publicity Budget - € _____

⁵⁶ Applicants should note that publicity may only be used to increase awareness of what EU Funds are used for and to disseminate results. Information and publicity measures must not be used as a marketing tool to promote an organization, its products, services or infrastructure. Publicity measures undertaken must be operation specific.

⁵⁷ Applicants are to be cautious when determining communication activities for the operation. Applicants should also ensure that the operation benefits from any possible free publicity (e.g. by placing adverts on the Ministry’s/Entity’s website and any social media tools) and that anything that will be proposed to be funded under the operation adds value to the results of the operation, taking into account the principle of value for money. In this regard publicity measures of individual operations should take into account the nature of the operation and must be relative to the size and objectives of the operation.

⁵⁸ As per Annex V ‘Information and Communication on support from the EMFF’ of Regulation (EU) No. 508/2014.

⁵⁹ **Presentation Mode** refers to the media that will be used for publicity purposes. The type of presentation modes are captured under **Access points**. **Audience** refers to the target audience to whom publicity is targeted (e.g. general public, constituted bodies etc.). **Budget** allocations refer to the allocation budget necessary for this item.

SECTION 13 – CONDITIONALITY AND RISKS (*Maximum Marks: 5*)

Conditionality and risks are issues pertaining to the operation which could jeopardise its timely and effective implementation. These should be indicated clearly highlighting what could be done, by when and by whom. Conditionality/ies not within the control of the operation is/are deemed to be risks and should also be included. If the Applicant fails to identify risks or the extent of the risks, operations which receive approval may have the Grant Agreement withdrawn by the Managing Authority at a later stage when the risk becomes apparent.

Risk Types	Description	Consequence	Probability (High, Medium, Low, N/A)	Impact (High, Medium, Low, N/A)	Response Strategy
Technical Risks					
Financial Risks					
Legal Risks					
Capacity Risks					
Procurement Risks					
Implementation Risks					
Other Risks					

If necessary, additional rows may be added.

SECTION 14 – 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.

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SECTION 15 – 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 (2018), by the Funds and Programmes Division and by other stakeholders and competent authorities mandated to implement, monitor, 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

SECTION 16 - 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 to the best of my knowledge and belief, I have not committed any serious infringements under article 10 (1) of Regulation (EU) No. 508/2014 and that I have not committed any of the offences set out in Articles 3 and 4 of Directive 2008/99/EC of the European Parliament and of the Council of 19 November 2008 on the protection of the environment through criminal law. I 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.

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 also declare that I will use fair, transparent and competitive procedures in any employment contracts.

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) No. 1303/2013. 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 confirm that the Project Leader will be the person responsible for the implementation of the operation and that he/she will carry the overall financial and legal responsibility for the implementation of the operation.

Project Leader (Name in Block Letters)

Signature

CEO/Head of Applicant Organisation
Legal Representative of the Organisation
(Name in Block Letters)

Signature

Date _____

SECTION 17 – 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, Dated and Stamped Application Form – Obligatory	<input type="checkbox"/>
1 Soft copy on USB flash drive (in both Word and PDF format) of the Application Form (including a scanned copy of any supporting documentation and annexes) - <i>Required</i>	<input type="checkbox"/>
Section 1.1 – Copy of valid aquaculture operational permit issued by the Department of Fisheries and Aquaculture – <i>Required in case of already established aquaculture operations</i>	<input type="checkbox"/>
Section 1.3 – Letter of Intent in case of partnership (if applicable)	<input type="checkbox"/>
Section 1.4 – Organisational Framework (organigram) – <i>Required</i>	<input type="checkbox"/>
Section 1.6 – Financial Viability of the Applicant – <i>Required only in case of private entities as applicable</i>	
<i>In case the Applicant is a <u>private individual/self-employed</u>, the Applicant is to attach:</i>	
- A copy of last year's tax return and annexed income statement submitted - <i>Required</i>	<input type="checkbox"/>
- A copy of VAT registration certificate - <i>Required</i>	<input type="checkbox"/>
- VAT declaration from VAT Department confirming no pending dues in respect of VAT - <i>Required</i>	<input type="checkbox"/>
- Certificate from IRD confirming no pending dues in respect of Income Tax and Social Security Contributions and SSC declarations - <i>Required</i>	<input type="checkbox"/>
- Declaration by the individual and his/her accountant/lawyer attesting that liquid funds are available to match the private financing (if applicable)	<input type="checkbox"/>
- If private part is to be financed by a loan, a bank letter of intent or a bank sanction letter is required (if applicable)	<input type="checkbox"/>
<i>In case the Applicant is a <u>private company</u>, the Applicant is to attach:</i>	
- A copy of the audited financial statements for the years 2016 and 2017 - <i>Required</i> - management accounts can be submitted, should the 2017 audited accounts not yet be available. These documents should also be made available for all linked and/or partner enterprises of the applicant organisation;	<input type="checkbox"/>
- VAT declaration from VAT Department confirming no pending dues in respect of VAT - <i>Required</i>	<input type="checkbox"/>
- FSS/SSC Clearance Certificates and Tax clearance certificates from Inland Revenue Department - <i>Required</i>	<input type="checkbox"/>
- Copies of VAT, IRD and SSC declarations - <i>Required</i>	<input type="checkbox"/>
- Declaration by legal representative and accountant/lawyer attesting that funds are available to match the private financing (if applicable)	<input type="checkbox"/>
- If private part is to be financed by a loan, a bank letter of intent or a bank sanction letter is required (if applicable)	<input type="checkbox"/>
<i>In case the Applicant is a <u>start-up business in its first year of operation</u>, the Applicant is to attach:</i>	
- A copy of the existing management accounts at application date – <i>Required</i> - These documents should also be made available for all linked and/or partner enterprises of the applicant organisation	<input type="checkbox"/>

- A copy of cash flow and revenue projections for next year certified by a certified public accountant - <i>Required</i>	<input type="checkbox"/>
- VAT declaration from VAT Department confirming no pending dues in respect of VAT - <i>Required</i>	<input type="checkbox"/>
- FSS/SSC Clearance Certificates and Tax clearance certificates from Inland Revenue Department - <i>Required</i>	<input type="checkbox"/>
- Declaration by legal representative and accountant/lawyer attesting that funds are available to match the private financing (if applicable)	<input type="checkbox"/>
- If private part is to be financed by a loan, a bank letter of intent or a bank sanction letter is required (if applicable)	<input type="checkbox"/>
<i>In case the Applicant is a <u>start-up business in its second year of operation</u>, the Applicant is to attach:</i>	
- A copy of the audited financial statement for the year 2017 - <i>Required</i> - management accounts can be submitted, should the 2017 audited accounts not yet be available These documents should also be made available for all linked and/or partner enterprises of the applicant organisation	<input type="checkbox"/>
- VAT declaration from VAT Department confirming no pending dues in respect of VAT - <i>Required</i>	<input type="checkbox"/>
- FSS/SSC Clearance Certificates and Tax clearance certificates from Inland Revenue Department - <i>Required</i>	<input type="checkbox"/>
- Declaration by legal representative and accountant/lawyer attesting that funds are available to match the private financing (if applicable)	<input type="checkbox"/>
- If private part is to be financed by a loan, a bank letter of intent or a bank sanction letter is required (if applicable)	<input type="checkbox"/>
Section 1.7 – Notification letters issued by the Department of Fisheries and Aquaculture, the Environment and Resources Authority and any other competent authority- <i>required only in case any serious infringements were committed by the Applicant as those stipulated in Article 10(1) of Regulation (EU) No. 508/2014 which have been committed since 01 January 2013</i>	<input type="checkbox"/>
Section 2.2 – Official correspondence with the State Aid Monitoring Board – <i>Required</i>	<input type="checkbox"/>
Section 3.1 – Site plans of area of intervention, including technical designs, maps, diagrams and drawings, in case of physical works – <i>Required</i>	<input type="checkbox"/>
Section 3.1 footnote 17 – Independent marketing report showing that sustainable market prospects exist for the product concerned – <i>Required</i>	<input type="checkbox"/>
Section 3.5 – Gantt Chart (if applicable)	<input type="checkbox"/>
Section 5.2 – First set of quotations for different costs/line items - <i>Required</i>	<input type="checkbox"/>
Section 9.2.1 – Official Correspondence with the Planning Authority / Environment and Resources Authority (if applicable) – <i>Required</i>	<input type="checkbox"/>
Section 9.2.2 – Official Correspondence with the relevant Authorities in relation to Environmental Impact Assessments (if applicable) – <i>Required</i>	<input type="checkbox"/>
Section 9.2.3 – Official Correspondence with the Department of Fisheries and Aquaculture (if applicable) – <i>Required</i>	<input type="checkbox"/>
Section 10 – Calculations of the annual (operational) costs involved in sustaining the operation following termination of the grant – <i>Required</i>	<input type="checkbox"/>
Section 10 – Business Plan in case of entrepreneurs (private bodies) entering the sector (if applicable) – <i>Required</i>	<input type="checkbox"/>
Section 10 – Feasibility study and environmental assessment in case of investments over €50,000.00 by entrepreneurs (private bodies) entering the sector (if applicable) – <i>Required</i>	<input type="checkbox"/>

Section 16 – Declaration – Obligatory	<input type="checkbox"/>
Annex I – VAT Form (if applicable) – <i>Required</i>	<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 Managing Authority’s disclosure/request. Only complete applications will be considered by the Project Selection Committee.

Annex I - VAT Form

European Maritime and Fisheries Fund 2014 - 2020

Part I – Declaration by Beneficiary

1. Title of Operation

2. Beneficiary Organisation

3. Address of Beneficiary Organisation

4. Name of Legal Representative

5. VAT no. (if any)

6. Brief Description of the Operation

7. Does the organisation have any sales on which VAT is charged or zero rated sales (exempt with credit)?

Yes No

If **No**, the organisation has no right of recouping VAT from the VAT Department.

If **Yes**, please provide a short description of the sales on which VAT is charged.

8. Please identify whether the operation is directly related to the sales on which VAT is charged or to sales which are zero rated (exempt with credit).

Yes No Partial

If **'Yes'**, for this activity, the organisation would be considered as a taxable person with an obligation for article 10 registration and would have the right of full deduction of input VAT attributable to the project in terms of article 22 of the VAT Act (Cap. 406, Laws of Malta), provided that the operation would be entirely used for the purpose of such supplies.

If **'No'**, for this activity, the organisation would either be considered as a taxable person doing exempt without credit supplies or a non-taxable legal person with activities outside the scope of VAT and for which registration under article 10 is not required and whereby there would be no right of input VAT deduction under the VAT Act.

If **'Partial'**, for this activity, the organisation would be considered as a taxable person requiring article 10 registration and would have a partial right of input VAT deduction in terms of article 22 of the VAT Act.

I declare that the above mentioned information is correct.

Signature and stamp of
Beneficiary Organisation

Name of Legal
Representative

Date



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



Investing in sustainable fisheries and aquaculture

Annex I - VAT Form

European Maritime and Fisheries Fund 2014 - 2020

For official use only:

Part II – Declaration by VAT Division

Based on the information reported by the Beneficiary in his declaration the VAT status of the beneficiary organisation vis-a-vis the activities envisaged under the operation is considered as:

Taxable person (right of full deduction)	<input type="checkbox"/>
Taxable person (partial right to deduct)	<input type="checkbox"/>
Taxable person (exempt with credit)	<input type="checkbox"/>
Taxable person (exempt without credit)	<input type="checkbox"/>
Non-taxable legal person (activities out of scope of VAT)	<input type="checkbox"/>

Signature and stamp of VAT
Department Representative

Name of VAT Department
Representative

Date



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



Investing in sustainable fisheries and aquaculture