



## European Fisheries Fund: Axis 4

### *Maoin lasgaich na h-Eòrpa – Co-thaobhadh 4*

Axis 4 of the European Fisheries Fund (EFF) can be used to support a wide range of projects which contribute to the sustainable development and improvement of the quality of life in fisheries dependent areas.

The fund aims to develop communities where fishing is in decline by supporting measures to build skills and knowledge and increase the capacity of local fishing communities and business networks through innovation, collaboration and diversification.

Axis 4 is aimed at projects which will deliver community benefit. Projects which benefit individuals and businesses in the aquaculture, fishing and fish processing industries but provide limited benefit to the wider community, may fit more comfortably with Axes 1 to 3 of the European Fisheries Fund:

- Axis 1: Measures for the adaptation of the community fishing fleet, such as improvements on board fishing vessels
- Axis 2: Measures for investments in aquaculture and processing, and for marketing of fishery and aquaculture products
- Axis 3: Measures of common interest, such as harbour and port developments

Further information regarding EFF Axes 1 to 3 can be found on [www.scotland.gov.uk/Topics/marine/grants-subsidies/common-interest](http://www.scotland.gov.uk/Topics/marine/grants-subsidies/common-interest)

### **Highland Axis 4 - Eligible Projects**

#### *Co-thaobhadh 4 - Pròiseactan Ion-roghnach*

Projects will be eligible to apply for funding where they can demonstrate a direct link with fisheries community activity or fisheries community benefit. The anticipated outcomes of the project must be aligned with the specific objectives and measures of the Highland Fisheries Local Action Group Strategy:

#### *Measure 1: Maintaining economic and social prosperity*

- Provision of training programmes for those in the fisheries sector to support the development of new business skills and new enterprises
- Feasibility studies and community development plans in fisheries communities that can focus on longer term development activity
- Training in marine skills for school leavers and those wishing to follow a career in the marine sector

#### *Measure 2: Adding value to fisheries products*

- Improving the quality of fishery and aquaculture products
- Piloting collaborative management and exploitation of fishery resources

#### *Measure 3: Maintaining and developing jobs in fisheries areas through diversification*

- Supporting the formation of additional tourism businesses
- Harbour and infrastructure improvements that support economic diversification

- Community development projects

*Measure 4: Promoting the quality of the coastal environment*

- Improving understanding and appreciation of the coastal marine environment
- Interpretation of the culture and heritage aspects of fisheries communities

*Measure 5: Promoting national and trans-national co-operation between fisheries area*

- Exchange programmes supporting national and international community learning and co-operation in fisheries areas

Projects should be able to show some innovation i.e. not simply repairing existing facilities, or continuing existing services or activities but building, developing, growing existing or new activities, facilities and services and delivering something new or additional.

**Who can apply?**

*Cò a dh'fhaodas tagradh?*

Applications for financial assistance can come forward from:

- Businesses and business collaborations
- Constituted community groups
- Public organisations and agencies
- Partnerships, trusts and other non-Governmental organisations
- Social enterprises
- Collaborative business/community organisations (constituted groups)

**Funding available**

*Maoineachadh ri fhaotainn*

The Highland Fisheries Local Action Group (FLAG) is responsible for administering the £549,392 available to the Highland area. Membership of the FLAG includes a diverse range of stakeholders who represent the interests of those within the area (see Appendix 2 for FLAG Membership).

The FLAG must have all funding committed by 31<sup>st</sup> December 2013. Successful applicants will be able to submit claims for all eligible expenditure until the end of April 2015. Projects that cannot be delivered within this timeframe will not be considered.

The level of aid intensity for each project depends on the level of community benefit which the completed project will provide. The greater the benefit for the community, the higher the level of aid intensity can be. Please note that the level of aid intensity refers to all public sector funding and not just funding sought from EFF.

For community projects, the maximum level of aid intensity is likely to be capped at 75% of eligible project costs. In exceptional cases a maximum of 90% can be sought from the public sector. Please note however that the fund is competitive and intervention rates will be determined by the FLAG dependent on the level of community benefit and the funding gap demonstrated in each application.

The level of aid intensity for projects from the private sector is likely to be 10% – 50% of total eligible project costs, dependent on the projected benefits of the project and the business case for funding.

The remainder of project funding would have to be matched with private sector/community finance.

**Match funding must be in place before any EFF application is submitted/considered.**

Eligible and ineligible costs are outlined in Appendix 1.

## **Assessment Process**

### *Pròiseas Measaidh*

**Any project hoping to secure EFF funding cannot start or incur any project expenditure until a decision on EFF funding has been issued and accepted by the applicant.**

There is a 2-stage application process, with the FLAG considering an Expression of Interest prior to inviting a full application to come forward.

1. An Expression of Interest form can be submitted at any time. To request a form please contact the EFF Administrator or EFF Development Officer. The Highland FLAG will evaluate the eligibility of the project, following which the EFF Development Officer will advise applicants of whether they can submit a full application.
2. An Application Form will be issued for projects which could be considered under Axis 4, this should be fully completed and submitted with supporting information including:
  - a) Details of the legal status of the group of business making the application
  - b) Business Plan and/or project plan with detailed financial projections
  - c) Evidence of match funding
  - d) Quotes/tender documentation as per the following Procurement Requirements:

If you are purchasing goods and services at a cost of between £1,000 and £49,999, it is necessary to obtain **written quotes (2 quotes for costs between £1,000 and £4,999; 3 quotes for costs between £5,000 and £49,999).**

For goods/services/works contracts including consultancy, financial, design, and professional services **in excess of £50,000 an openly advertised tender process MUST be evidenced.**

The FLAG will meet quarterly to consider applications. Application forms must be submitted 6 weeks prior to the meeting date. Please contact the EFF Development Officer for meeting dates/deadlines.

Applicants are encouraged to submit a draft application a few weeks prior to the deadline, to allow time for the EFF Development Officer to provide comments/feedback which may help to strengthen/develop the application further.

Where the FLAG approves a project, a formal Approval Document outlining the conditions of the grant will be issued by the EFF Development Officer within two weeks of the FLAG meeting. Applicants are required to sign and return the Approval Document within 14 days of the Approval Document being issued and must discuss the contents of the Approval Document with the EFF Development Officer prior to starting the project.

If a project is rejected, the EFF Development Officer will write to the unsuccessful applicant outlining the reasons for refusal and, where appropriate, providing guidance as to how the project may be adapted to be re-considered by the FLAG.

Please note that EFF Axis 4 funding is issued retrospectively and on evidence of completed claims forms, accompanied by original invoices and evidence of payment and defrayal from the applicant's bank account. Claim forms and guidance notes will be issued to successful applicants on return of the signed Approval Document.

### **Assessment Criteria**

#### ***Slatan-tomhais Measaidh***

Each project is assessed on a case by case basis with the Highland FLAG assessing projects against the following criteria:

- The extent to which the project fits with the Local Fisheries Development Strategy and Eligible Measures under the Programme
- To what extent the project involves fisheries community activity or fisheries community benefit
- To what extent the project actively promotes the full and equal participation of individuals and social groups in the local community
- Project finances including whether costs are eligible for EFF funding, how realistic/accurate costs are, Value for Money
- Evidence of demand and need for the project
- Sustainability/legacy i.e. what is left behind and/or how will the project/service continue into the future
- Capacity of the applicant body to deliver the project

### **Further Information**

#### ***Tuilleadh Fiosrachaidh***

For further information, or to request an Expression of Interest form, please contact the EFF Administrator or EFF Development Officer:

#### **EFF Administrator:**

Patrick O'Sullivan     [patrick.o'sullivan2@highland.gov.uk](mailto:patrick.o'sullivan2@highland.gov.uk)     Tel: 01463 702288

#### **EFF Development Officer:**

Fiona Daschofsky     [fiona.daschofsky@highland.gov.uk](mailto:fiona.daschofsky@highland.gov.uk)     Tel: 01463 702542

### **Eligible costs for EFF Axis 4 funding**

#### *Cosgaisean Ion-roghnach airson maoin eachadh Co-thaobhadh 4 Maoin lasgaich na h-Eòrpa*

Site (up to 10% of total project cost)/new building acquisition)  
Site Preparation  
External and internal services  
Physical building works  
Essential fixtures and fittings  
Environmental improvements  
Staffing costs directly attributable to project delivery (must be demonstrated timesheets and payslips)  
Provision/improvement of community visitor/cultural facilities  
Feasibility studies provided they are in line with the Local Fisheries Development Strategy  
Professional/consultancy fees relating to delivery of project (limited to 11% of the total capital cost for capital projects)  
Travel costs up to delivery of project  
Lease/rental of premises up to delivery of project  
Non-Recoverable VAT  
Marketing  
In-kind contributions  
Purchase/leasing of equipment up to delivery of project  
Travel and subsistence in line with Scottish Government; eg all receipted, mileage at 45p/mile, no 1<sup>st</sup> class, no alcohol

### **Ineligible costs for EFF Axis 4 funding**

#### *Cosgaisean Neo-cheadaichte airson maoin eachadh Co-thaobhadh 4 Maoin lasgaich na h-Eòrpa*

Core Operating Costs  
Acquisition of an existing building  
Purchase/leasing of equipment  
Direct overheads  
Bank charges on accounts  
Recoverable VAT  
Insurance costs  
Operating costs of premises  
Staffing costs that are not directly attributable to project delivery  
Ongoing staff (salary) costs  
Training that is mandatory under statutory provision  
Redundancy payments  
Payments for unfunded pensions  
Maternity or sick pay  
Expenditure defrayed outwith the eligible programme period  
Related research or studies carried out in respect of the project prior to the official project start date  
Volunteer costs unless an in-kind contribution which may be considered eligible  
Gifts and competition prizes  
Statutory responsibilities of Local Authorities - housing, health, social work, school (main curriculum) and higher education  
Routine repairs and maintenance  
Projects which are a continuation of an existing scheme or of other source of funding  
Projects which merely replace an existing facility or scheme  
Works which are required to meet statutory UK/Scottish legislation or EU directives  
Social welfare facilities, although there is scope to improve access to childcare  
Restocking fishing grounds  
Renewables projects where FITS are being claimed  
Projects where there is an increase to fishing effort/catch

## Appendix 2

### **Membership of Highland Fisheries Local Action Group**

*Ballrachd Buidheann-gnìomha Ionadail Iasgachd na Gàidhealtachd*

<b>Cllr George Farlow</b>	Vice Chair Planning Environment and Development Committee
<b>Cllr Richard Greene</b>	Chair North West Inshore Fisheries Group
<b>Mr John Cox</b>	Chair Moray Firth Inshore Fisheries Group
<b>Mr John MacMillan</b>	Mallaig Harbour Authority
<b>Mr Willie Calder Snr</b>	Chair Scrabster Harbour Authority and Scrabster Seafoods Ltd
<b>Mr Jamie Smith</b>	Scottish Salmon Producers Organisation
<b>Ms Kathryn Logan</b>	Moray Firth Partnership
<b>Ms Tamara Lawton</b>	Scottish Natural Heritage
<b>Ms Jacqueline McDonell</b>	Highlands and Islands Enterprise
<b>Mr Scott Armstrong</b>	Visit Scotland