



Bord Iascaigh Mhara  
Irish Sea Fisheries Board



European Fisheries Fund

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Irish Sea Fisheries Board**

**COMMERCIAL AQUACULTURE DEVELOPMENT SCHEME  
NATIONAL DEVELOPMENT PLAN 2007 – 2013**

**APPLICATION FORM  
FOR  
AN AQUACULTURE GRANT**

**Name of Applicant:**

**Address of Applicant:**

**Location of Project:**

For Official Use Only	
Application Reference No:	
Date of Receipt	

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## **GUIDELINES FOR APPLICANTS**

### **Objectives of the Commercial Aquaculture Development Scheme**

Council Regulations (EC) No. 1198/2006, EFF Implementation Regulation, Commission Regulation No. 498/2007 and Commission Regulation 736/2008 (Application of State Aid) provide for the granting of financial assistance for structural measures in the aquaculture and fisheries sector. Detailed rules and arrangements for this assistance are set out in the Regulation.

1. Investments may be supported in the construction, extension, equipment and modernisation of production installations, in particular with a view to improving working conditions, hygiene, human or animal health and product quality, reducing negative impact or enhancing positive effects on the environment. Investments shall contribute to one or more of the following objectives:
  - (a) Diversification towards new species and production of species with good market prospects;
  - (b) Implementation of aquaculture methods substantially reducing negative impact or enhancing positive effects on the environment when compared with normal practice in the aquaculture sector;
  - (c) Support for traditional aquaculture activities important for preserving and developing both the economic and social fabric and the environment;
  - (d) Support for the purchase of equipment aimed at protecting the farms from wild predators;
  - (e) Improvement of the working and safety conditions of aquaculture workers.
2. Investment aid shall be limited to:
  - (a) Micro, small and medium-sized enterprises, and
  - (b) Enterprises that are not covered by the definition in Article 3(f), with less than 750 employees or with a turnover of less than EUR 200 million

### **Eligibility**

Eligible applicants for assistance will include sole traders, partnerships, corporate entities and cooperatives. Projects will be selected on the basis that the following general selection criteria apply:

- Projects must be consistent with the Seafood Development Operational Programme 2007-2013.
- Financial assistance will only be provided to aquaculture enterprises licensed under the relevant Fisheries and Foreshore, and Planning Acts as appropriate and licence fees payments must be up-to-date.

- Financial assistance will only be provided to aquaculture operators holding a valid, current licence.
- Financial assistance will only be provided where the Minister is satisfied that an operator is in compliance with the terms and conditions of his/her aquaculture licence and accompanying foreshore licence.
- Harbour dues and any other monies owing to the Department of Agriculture, Food and the Marine or to either of the implementing agencies, must be paid in full.
- Where an aquaculture operation is located in or adjacent to a Natura 2000 designated area, financial assistance will only be provided where the operator is fully licensed following the Habitats Directive appropriate assessment for that site, taking due account of the outcome of that assessment.
- No financial assistance will be given to marine salmon aquaculture licence holders until such time as the sea lice issue has been satisfactorily resolved.
- An SME applying for grant aid must demonstrate that, in addition to any grant assistance sought, they have the financial, human and technical resources required to successfully implement the investment programme.
- Work on the project must be completed and a fully documented claim must be submitted to the Agency by the date specified in the conditions of the letter of offer, failing which the approved grant will be decommitted.
- Applications must comply with the general conditions attaching to the scheme and must be submitted on an official application form.

Specific objectives of the Measure are to:

- build a critical mass in the production of key species with higher added value potential, particularly salmon and mussels
- create additional income and employment in peripheral coastal regions and other rural areas by promoting the production of those species with the potential for added volume
- Support innovation and other initiatives to improve the efficiency, safety and competitiveness of the sector
- promote the diversification of the aquaculture industry by encouraging the commercial development of new species,
- promote the introduction of new technology to open up offshore locations for aquaculture and to improve infrastructural support for the sector.

Grant aid will be provided to increase capacity in the aquaculture sector and to improve the competitiveness. The main focus will be on the:

- i. Construction, extension, equipment and modernisation of micro, small and medium aquaculture enterprises.
- ii. Development of handling facilities for quality improvement and efficiency, investment in measures of a collective nature designed to improve sustainability, in particular quality assurance and environmental impact, efficiency, safety and competitiveness in the aquaculture industry.

## **ELIGIBLE EXPENDITURE**

Eligible costs may include:

- (a) purchase of new machinery and equipment
- (b) the construction of new premises, which can include general costs, such as architects' and engineers' fees, and construction insurance costs, up to a ceiling of 10% of the cost of the construction element of the project
- (c) all expenditure which relates directly and exclusively to the trialing of or establishing the commercial feasibility of new species, new innovative technology and the opening up of new sites for aquaculture development. Standard costs may be applied to ensure value for money and consistency in the implementation of the overall program
- (d) Contracts for the supply of goods and services which are the subject of grant aid must be entered into on a competitive basis but in certain cases expenditure qualifying for aid may be limited to standard costs to ensure value for money and consistency in the implementation of the overall program
- (e) Expenditure eligible for grant aid is expenditure incurred after the date of acknowledgement of receipt of an application by the agency, pursuant to each public call for projects, An application which cannot be assisted in one call may be resubmitted in subsequent calls subject to the same condition.

### **Ineligible Expenditure:**

The following expenditure is ineligible for grant aid:

1. Expenditure for the purchase of land and/or buildings and related expenditure
2. Intangible costs (such as cost of pre-financing and of arranging loans and interest, administrative costs, patents, invitations to tender and costs relating to the purchase of a concession to operate fish farming)
3. Second hand buildings, plant, machinery, equipment, boats, etc. and any associated installation costs
4. Cost of Housing
5. Repairs and maintenance work as well as the replacement of existing equipment and machinery, except where the replacement involves the purchase of equipment and machinery of another type which is therefore different either in terms of the technology employed or its absolute or hourly capacity. The purchase of new equipment must represent an improvement for the beneficiary and in this context new machinery with a lower capacity is not excluded, provided the new equipment is better suited to the beneficiary's needs
6. Provisional work not directly linked to the implementation of a project except where it makes possible a reduction in overall project cost

7. Landscaping, other embellishment works, except those specifically required as a condition of planning and recreational equipment costs
8. Purchase of vehicles for passenger transport is ineligible as are vehicles required for market distribution.
9. Office equipment and furniture.
10. The purchase of material which is normally written off within a year
11. Goods purchased under Hire Purchase agreements
12. Goods purchased under leasing agreements, unless the agreement provides that the applicant will become the owner of the equipment within a maximum of seven years of the granting of the aid. In such cases only the costs relating to the actual acquisition, or to the actual value of the transaction, excluding interest and other expenses, can be taken into consideration for aid. Leasing proposals will only be considered if they form an integral part of the application for assistance. Only one leasing agreement per application will be considered. The leasing proposal should be notified in advance for prior approval of its terms and conditions
13. Purchase of Seed/Juveniles or brood stock.
14. Operational costs including the cost of own labour provided, except as specified in (c) and (d) above
15. Consultancy costs not directly related to the planning, preparation and execution of the project, including costs of management consultancy
16. Expenditure incurred outside the specific time frame laid down in the letter of approval of the grant-aid, or within an agreed extension period
17. Value added tax, except for a non recoverable value added tax when it is genuinely and definitively borne by a beneficiary
18. Costs which cannot be verified from invoices, except in the case of equipment that the Agency has agreed may be subject to “standard costs”
19. The cost of goods and services in excess of approved standard costs is ineligible for grant assistance.
20. Arising from concerns raised by the Central and Regional Fisheries Boards and supported by the Department of Communications, Energy and Natural Resources (DCNER), arising from the public and statutory consultation process of the SEA of the Irish National Seafood Plan 2007 – 2013, with regard to the negative impact that sea lice emanating from salmon farms could be having on migratory wild salmonids; it has been decided that no financial assistance will be given to marine salmon aquaculture licence holders during the course of this National Plan until such time as the sea lice issue has been satisfactorily resolved.

21. Where an aquaculture operation is located in or adjacent to a Natura 2000 designated area, financial assistance will only be provided where the operator is fully licensed following the Habitats Directive appropriate assessment for that site, taking due account of the outcome of that assessment.

Expenditure in projects which do not comply with this requirement is ineligible.

22. Expenditure incurred prior to an acknowledgement of receipt of an application by the Agency, pursuant to each public call for projects, shall be deemed ineligible.

### **Assessment and Prioritisation of Applications**

All applications go through an evaluation process which involves consultation with Government Departments and other agencies as appropriate.

This assessment has due regard to the following:

- conformity of the application to Community Structural Regulations
- compliance with Licensing, Planning and Environmental Regulations
- compliance with the provisions of the European Communities (Natural Habitats) Regulations (SI 94/1997 amended by SI233/1998 and SI 378/2005. (See 21 above)
- the technical and commercial competence of the promoters and their commitment to the project
- the ability of the promoters to fund the non-grant element of the project and working capital
- the relative contribution of the project to increased aquaculture output, economic activity, employment and rural/regional development
- the implications for marketing increased output.

All applications shall be prioritised by the Agency for a decision on grant aid by the Aquaculture Development Selection Board.

### **Selection and Prioritisation of Projects**

The prioritisation and selection of aquaculture projects for grant assistance will be undertaken on a competitive basis following the scoring of projects by applying prioritisation criteria. Projects must achieve a total weighted score of 125 to be submitted for consideration by the Board. In the event that applications for funding exceed the funding available, a minimum total weighted score in excess of 125 may be implemented.

These criteria will score projects on:

- Value for money by relating the value of increased output to eligible investment costs;

- Employment creation and maintenance having regard to value for money;
- The impact of the investment on production efficiency and competitiveness;
- The innovative nature of projects e.g. species, technology;
- The financial strengths of the promoters;
- Impact on quality, including fish health and welfare;
- Occupational health and safety effects;
- The environmental impact of the project;
- The impact of the project on the rural economy;
- Potential for deadweight;
- Conformity to EU policy on prioritising micro and small scale aquaculture enterprises ;
- The extent to which the project mainstreams gender equality issues;
- Commercial and technical management competencies.

### **General conditions attaching to grants.**

The payment of grant aid shall be subject to a number of conditions which are contained in a formal written offer of grant assistance. This offer must be accepted by the Applicant/ Beneficiary prior to drawdown of the grant. A model of the letter of offer to be issued, together with a model acceptance form is attached as Annex 6. The general conditions attaching to these grants are as follows:

- 1 If any of the work to which the investment relates commenced prior to the date of acknowledgement of receipt of the application, or 01 January 2007, whichever is the later, that portion of the investment shall be rendered ineligible.
- 2 The investment shall be carried out in accordance with the timescale set out in the letter of offer. Any expenditure incurred outside this timeframe shall not be eligible for grant assistance, unless otherwise agreed in writing. All final payment claims shall be submitted within six months of completion of the work, unless otherwise agreed in writing by the Agency.
- 3 The investment shall be carried out as specified in the application. If it should become necessary to modify any element of the project, affecting the legal status of the Beneficiary or the objectives of the project or its technical characteristics or the profitability or location of the project or the timescale for its implementation, prior written approval must be obtained before any modifications can qualify for grant assistance.



- 4 The Beneficiary's own labour costs are not eligible for grant assistance.
- 5 The Beneficiary shall maintain a separate accounting system for all transactions relating to the investment to be aided and shall make this and all supporting documents available for examination as and when required.
- 6 A separate bank account shall be opened for the project and all transactions relating to the project involving payments of invoices and receipt of grants shall be effected through this account.
- 7 Progress on investments shall be continuously monitored and for this purpose reports and any other information required should be furnished promptly whenever requested.
- 8 Access shall be allowed to the Beneficiary's premises at all reasonable times for the purposes of assessing the progress of the investment and examining the financial and other records relating to it.
- 9 Records shall be maintained by the Beneficiary for three years after the final payment has been made.
- 10 The Beneficiary shall not dispose of equipment or buildings, in respect of which grant-aid has been paid, within a period of ten years from the date of payment of the final aid instalment without prior written authorisation.
- 11 In the event of failure by the Beneficiary to comply with any or all of the foregoing conditions, payment of the aid may be suspended, reduced or cancelled.
- 12 The grant-aid may be revoked or reduced if any of the following should occur:
  - The Beneficiary abandons the investment or modifies the investment without authorisation
  - The grant-aid is not used for the purpose for which it was intended
  - The investment financed by the aid is not properly carried out or irregularities in relation to the aid occur
  - An order is made, or an effective resolution is passed, for the winding up of the Beneficiary
  - A Receiver is appointed over any of the property of the Beneficiary or a distress or execution is levied or served upon any of the property of the Beneficiary and is not paid off within 30 days.
13. In any cases in which payment of aid is reduced, suspended or cancelled, or where the grant is revoked or reduced, the Beneficiary shall be required to reimburse any overpaid amounts. Payments of sums to be reimbursed shall be made by the end of the second month following that of issuing the order of recovery. Any delay in effecting repayment shall give rise to the charging of interest on account of late payments.

14. In the case of infrastructure investments whose total cost exceeds €500,000, a billboard shall be erected on site or in a suitable adjacent location and in the case of infrastructures accessible to the general public, a permanent commemorative plaque shall be installed on the site of the works. The billboard or plaque shall be of a size appropriate to the scale of the operation. It shall bear the National Development Plan Logo, and the Emblem of the European Union, which shall take up at least 25% of the total area and should contain the following text:

**“This project is being part-financed by the European Union (European Fisheries Fund) and by DAMF under the NDP 2007 – 2013”**

15. The first instalment of grant aid shall only be paid on the basis of certified expenditure relating to at least 25% of the planned project; the final payment claim must amount to at least 20% of the total claim, in respect of certified expenditure actually incurred, unless otherwise agreed by the Agency.
16. The timing of payments of grants is subject to the availability and demand for funds in the Programme and this may vary from time to time. Consequently, the Beneficiary should expect to raise adequate bridging finance for the grant pending its receipt.
17. Compliance with Government Regulations on tax clearance procedures is mandatory. These regulations require the tax compliance of the Beneficiary of the grant, as well as contractors and subcontractors engaged on the project.
18. The Beneficiary shall obtain and comply with the conditions of all necessary statutory authorisations, consents, permissions and licences required under existing EU and national legislation and shall submit evidence of having received same.
19. The grant approval is made and grant paid in accordance with relevant regulations and operating procedures.
20. The Beneficiary of grant aid should be aware that the grant awards may be made public by the Agency or Government Department.

### **Payment Procedures**

On written acceptance by the Applicant of the conditions attaching to the offer of grant, a letter shall issue enclosing a payment Application Form. The letter will specify the timescale for drawdown of the grant and the maximum number of instalments within which the grant should be claimed.

## **APPLICATION FORM**

### **1. APPLICANT/BENEFICIARY**

1.1 Name: \_\_\_\_\_

1.2 Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1.3 Telephone Number: \_\_\_\_\_

1.4 Fax Number: \_\_\_\_\_

1.5 Email address: \_\_\_\_\_

1.6 Is the applicant a sole trader, partnership, company or co-operative?

	YES	NO	
Sole Trader	<input type="checkbox"/>	<input type="checkbox"/>	If yes, P.P.S. No. _____
Partnership*	<input type="checkbox"/>	<input type="checkbox"/>	If yes, P.P.S. Nos. _____
Company	<input type="checkbox"/>	<input type="checkbox"/>	If yes, company Registration No _____
Co-operative	<input type="checkbox"/>	<input type="checkbox"/>	If yes, Cooperative Registration No. _____

(Please supply Deeds of Partnership, Memorandum and Articles of Association and Certificate of Incorporation or Rules as appropriate with this application).

\*Individual P.P.S. Numbers for each partner in the Partnership.

Note: P.P.S. Number is the Personal Public Service Number formerly called the PRSI Number.

- 1.7 Where the Applicant/Beneficiary above is a company, please list its Directors/ Shareholders and their respective shareholdings.

<u>Director/Shareholder</u>	<u>Shareholding Number of Shares</u>	<u>%</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

- 1.8 Where the Applicant/Beneficiary is a Co-operative, please give the names and addresses of Officers, Committee Members and Manager.

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- 1.9 Experience/Qualifications: Provide details of experience/qualifications of promoters and key personnel which are relevant to the project now proposed.

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- 1.10 Please detail the contractual arrangements that exist for the employment of key personnel or consultants in the operation of the proposed enterprise.

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## **2. SITE LOCATION AND LICENSING**

### **2.1 MARINE SITE OR SITES WHERE STRUCTURES ARE TO BE LOCATED WHICH ARE THE SUBJECT OF THIS APPLICATION.**

- 2.1.1 Sites which are the subject of outstanding decisions from the Department of Agriculture, Fisheries and Food or from the Aquaculture Licence Appeals Board.

Please attach 6" Ordnance Survey map with co-ordinates of site(s) clearly marked, showing site number in respect of which the application has been made.

2.1.2 Licensed Site(s)

Reference Number(s) of Aquaculture Licence:

Name(s) of Licensee:

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Reference Number(s) of Foreshore Licence:

Name(s) of Licensee:

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2.1.3 Please attach copies of the above licences to this application and a receipt confirming that licence fees have been paid to date.

2.2 **LAND BASED SITE**

2.2.1 Please attach site location map (6" Ordnance Survey), showing site clearly marked.

2.2.2 Who has title to the site in 2.2.1?

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2.2.3 Please attach verification of title in 2.2.2.

2.2.4 Reference Number of Grant of Planning Permission and name of Planning Authority.

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2.2.5 Please attach copy of Grant of Planning Permission.

2.2.6 Reference Number of Effluent Discharge Licence.

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2.2.7 Please attach copy of Effluent Discharge Licence.

2.3 Why has the above site been chosen?

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2.4 Please outline the advantages/disadvantages of the proposed site(s).

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2.5 In the case of shellfish projects, what is the productivity of the bay and what is the growth rate from input of juveniles to market size?

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2.6.1 Is the project located in or adjacent to a designated area e.g. SPA (Special Protection Area) or SAC (Special Area of Conservation) or NHA (National Heritage Area), and if so, what are the implications of this for the investment proposed in this application and for the operation generally?

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2.6.2 If the project is located in or adjacent to or likely to have a significant effect on a Natura 2000 area, has an Appropriate Assessment been carried out in line with the provisions of the European Communities (Natural Habitats) Regulations (SI 94/1997 amended by SI 233/1998 and SI 378/2005)?

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2.7 From where will the site be accessed?

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2.8 What is the risk of pollution to the proposed site e.g. sewage outfall, agriculture runoff, industrial waste etc.?

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2.9 (Shellfish only). What is the classification of your growing waters?

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2.10 (Shellfish only). Do you have a Dispatch/Depuration centre number from the Sea Fisheries Protection Authority and if so, what is the number?

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2.11 If not, which registered Packing/Despatch facilities will you be using? Please give registration numbers.

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2.12 (Shellfish only). Do you have a Harvester's/Gatherer's Log Book? Please give registration number.

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### **3. AQUACULTURE WORKBOATS**

- 3.1 In the case of applications concerned with the construction or modernisation of an aquaculture workboat (excluding vessels with dredges, which are not eligible for aid), or with the installation of equipment on an aquaculture workboat, please confirm whether or not the vessel concerned holds a Load Line Certificate and attach copy as appropriate. If not, please state if an application has been made for a Load Line Survey under the Merchant Shipping (Load Line) Rules 1968

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- 3.2 In the case of the Modernisation or Equipment of an existing vessel, please attach copy of Vessel Registration Certificate.

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### **4. SPECIES**

- 4.1 What species will be farmed?

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- 4.2 Provide detailed information on the techniques in use or to be used.

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- 4.3 Are these techniques currently in use in the industry or are they new? Please give details.

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- 4.4 What are the implications of this technology for worker safety?

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- 4.5 Does the Applicant/Beneficiary have a Health and Safety Statement? Please submit copy.

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4.6 What is the source of seed/smolt/juveniles for use in the operation?

Year	Species	Quantities	Unit Cost €	Size Range	Total Cost €	Supplier (s)
Year 1						
Year 2						
Year 3						

\* N.B. Importation and movement of seed/smolts within the State requires authorisation from the Marine Institute. Permits/authorisations may be issued by the Marine Institute under Statutory Instrument No. 261 of 2008.

4.7 In the case of finfish culture, please state from where food supplies will be sourced, the unit cost of feed and indicate expected feed conversion rates.

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4.8 Please indicate when normal production will be reached.

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4.9 Forecast Output:

Production for own use e.g., Hatchery/Nursery:

Species	Size Range	Year:		Year:		Year:	
		Volume	Value	Volume	Value	Volume	Value



Product for sale:

Species	Size Range	Year:		Year:		Year:	
		Volume	Value	Volume	Value	Volume	Value

## 5. EMPLOYMENT

- 5.1 Please detail existing employment in the business and proposed employment on completion of the project. Male/Female employment should be shown separately.

		Full Time		Part Time*		Casual**		Total	
		Male	Female	Male	Female	Male	Female	Male	Female
Latest Year	Number								
	Gross Salary								
Year 1	Number								
	Gross Salary								
Year 2	Number								
	Gross Salary								
Year 3	Number								
	Gross Salary								

\* Average 26 weeks per year

\*\* Average 16 weeks per year

## 6. MARKETING

- 6.1 Where do you propose to market your production?

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- 6.2 What research have you undertaken on the market and potential buyers and what are the results?  
(Please use separate page as appropriate)

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6.3 Who are the potential buyers for your product?

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6.4 What are the trends in this market in respect of supply, demand, prices and competition?  
(Please use separate page as appropriate)

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**7. PROJECT TITLE:**

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**7.1 DESCRIPTIVE REPORT**

7.1 Supply on a separate page a descriptive report on the planned project giving the history, growth and performance of the promoting firm.

7.1.2 Explain the rationale for the investment, outline the reasons why it is being undertaken and the impact it will have on output and profitability.

7.1.3 Please provide on a separate table an inventory of the physical production capacity of the applicant's existing business, specifying the numbers and capacities of cages, trestles, longlines, etc. and other physical assets.

## 8. INVESTMENT

### 8.1 Summary Cost of Planned Work

(Please note that all items of expenditure must be documented by a written quotation for items of equipment at application stage. At least **two additional quotations** are required at contract stage to demonstrate competitive tendering for drawdown of any approved grants. In the case of buildings and civil engineering work, an Engineers/Quantity Surveyors report must be submitted. Items not documented in this way will not be considered for grant aid).

#### **SUMMARY OF THE PLANNED WORK - Original quotations to be attached.**

Work Heading	Cost of Work (Excluding VAT) €	Quotation Reference No. (See reconciliation sheet attached).
(a) Infrastructure:		
-earth moving/dredging		
-preparation of sea-bed		
-roads etc.		
-pumping station		
-other		
(b) Construction of buildings:		
-hatchery		
-storage/preparation of food		
-processing/dispatch		
-services		
-other		
(c) Rearing ponds/basins/tanks:		
-in earth		
-in concrete		
-other		
(d) Cages		
(e) Shellfish culture: production and collection equipment		
(f) Equipment/machinery		
(g) Marking and surveillance equipment, protection		
(h) Other investment		
(i) Internal transport		
(j) External transport		
(k) Boats		
<b>Total Investment Costs excluding VAT</b>		
General contingencies max 12% of above		
<b>Grand Total</b>		

## 8.2 Quotation Reconciliation Sheet

8.2.1 Please list the quotations below so as to cross-refer to the work heading in the Summary in 8.1 and append quotations to the application.

[illegible]

### 8.3 Timescale for Implementation

8.3.1 Scheduled date of commencement of work: DD/MM/YY \_\_\_\_/\_\_\_\_/\_\_\_\_/

8.3.2 Scheduled date of completion of work: DD/MM/YY \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

## 9. FINANCE

### 9.1 Financing Plan for the Project

#### Cost of Work:

	€	%
Grand Total Cost of Project - See 8.1		<u>100</u>

#### Financed as Follows:

	€	%
<u>Contribution of the Beneficiary</u>		
-own funds/Issued Share Capital		
-loans (See 9.2).		
Grants		
Other Financial Contributions		
Total Financing = Grand Total Cost of Project		<u>100</u>

### 9.2 Loans\*

- 9.2.1 Source of loan \_\_\_\_\_
- 9.2.2 Term in years \_\_\_\_\_
- 9.2.3 Interest Rate \_\_\_\_\_
- 9.2.4 Repayment terms \_\_\_\_\_

#### 9.2.5 \* Please attach written verification of loan approval

9.3 Other Funding Sources

Has an application been made for grant funding from any other Government source on expenditure listed in 8.1 e.g. Údarás na Gaeltachta, Enterprise Ireland, Leader, County Enterprise Board, Western Development Commission, International Fund for Ireland etc.?

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9.4 Working Capital

What are the additional working capital requirements associated with the increased output and how will these be financed? Please document as appropriate.

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**10. HISTORICAL BALANCE SHEETS/PROFIT AND LOSS ACCOUNTS AND PROJECTED PROFIT AND LOSS ACCOUNTS**

10.1 Historical Balance Sheets

10.1.1 Please complete Appendix 1 attached and enclose certified accounts.

10.2. Historical Profit and Loss Accounts

10.2.1 Please complete Appendix 2 attached and enclose certified accounts.

10.2.2 Please list the main factors contributing to the Turnover, Gross Margins and Net Profit/(Losses) indicated in Appendix 2.

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10.2.3 Please quantify stock valuations in your latest year end accounts as set out in 10.1 above.

Species	Size range	Numbers	Unit Value	Total Value

10.3 Projected Profit and Loss Accounts

10.3.1 Please complete appendix 3 attached.

10.3.2 Please detail the main assumptions underlying the forecasts in appendix 3 e.g. individual product weight, unit selling prices, sales quantities, growth rates, feed conversion rates, annual stocking rates, unit input prices, labour rates and overhead costs.

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## **11. COST COMPETITIVENESS**

11.1 What is the existing unit cost of production?

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11.2 Will the investment proposed in this application contribute to improving cost competitiveness and if so, how will this be achieved?

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11.3 What is the projected unit cost of production?

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## **12. RURAL DEVELOPMENT**

12.1 What is the impact of the Applicant's *existing* activities in the rural economy in terms of employment and expenditure on other goods and services?

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12.2 Please detail the impact of the Applicant's *proposed* investment in the rural economy in terms of employment and expenditure on other goods and services.

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**13. ENVIRONMENTAL IMPACT**

- 13.1 What is the environmental impact of the Applicant's existing aquaculture activities, (visual, benthic, effluent discharge, chemicals, disease, pests, wildlife, etc.) and what measures are taken to ameliorate this impact?

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- 13.2 Please state whether the proposed project will have a positive, negative or neutral environmental impact relative to the situation described above. In cases where a negative impact is envisaged, what measures will be taken to mitigate any harmful environmental impact?

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**14. GENDER IMPACT**

- 14.1 If there is a disparity between the numbers of men and women being employed in the business, please outline the factors which lead to this disparity.

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- 14.2 What measures could be taken to reduce the disparity?

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**15. TAX INFORMATION REQUIREMENTS**

15.1 Have you complied with requirements regarding tax clearance in respect of:

(a) the Applicant      YES ☐              NO ☐

(b) Contractors      YES ☐              NO ☐

Note

(The grant application cannot be progressed until the requirements regarding tax clearance/declaration have been met).

15.2 **Please attach tax clearance certificates or Declaration as appropriate.**

## 16. DOCUMENTATION TO BE SUBMITTED

This application should be signed and dated by the Applicant/Beneficiary and submitted to BIM with the following documentation indicated below. Please tick the appropriate box to indicate whether the information is provided.

	Yes	No	Not Applicable
1. Certificate of Incorporation and Memorandum and Articles of Association where Applicant/Beneficiary is a Company.			
2. Deeds of Partnership where Applicant/Beneficiary is a Partnership.			
3. Rules of Co-operative			
4. Ordinance Survey Map showing the location of the site marked in <b>red</b> , on which the proposed project will be located			
5. -Aquaculture Licence			
-Foreshore Licence			
- Receipt confirming that fees have been paid to date			
-Planning Permission			
-Effluent Discharge Licence			
-Other Permissions – Specify			
6. Title to Land Based Site			
7. Aquaculture Workboats			
-Load Line Certificate			
-Vessel Registration Certificate			
8. Health and Safety Statement			
9. Descriptive Report			
10. Quotations for Items of Capital Expenditure			
11. Confirmation of Sources of Funding			
12. Copy of Accounts			
-Management			
-Certified			
13. Inventory of Physical Production Capacity			
14. Schedule of the physical production capacity of the Applicant's existing business			
15. Tax Clearance Certificate			
16. Signed Declaration regarding tax affairs			
17. Signed Declaration that harbour dues and any other amounts owing to DAMF have been paid in full			

**Please note that applications will not be acknowledged until all required information has been received.**

**17. BANK ACCOUNT DETAILS**

In the event that a grant is approved for this project, please specify the details of the Bank account into which the grant should be paid.

Name of Bank: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Account: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

Sort Code: \_\_\_\_\_

**18. DECLARATION**

- 18.1 I believe that the information contained in this application form is true. On behalf of the Applicant/Beneficiary, I formally make application for grant aid as set out in section 9 above and I declare that the balance of funds will be made available by the Applicant/Beneficiary as indicated.

I permit BIM for the purpose of the Data Collection Regulation (1639/2001), to access the enclosed set certified accounts, as is required by law.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Freedom of Information Act, 1997**

Agency will not release any information received as part of this application except as may be required by law, including the Freedom of Information Act., 1997.

In the event of an FOI request, the client will be given reasonable advance notice in order to contest such disclosure.

Forward completed form to:

Project Development Section,  
BIM,  
P.O. Box 12,  
Crofton Road,  
Dun Laoghaire,  
Co. Dublin.

Telephone: (01) 2144100

Fax: (01) 2841123

Appendix 1

**SUMMARY OF HISTORICAL BALANCE SHEETS**

	As at _____		
	<u>20.....</u>	<u>20.....</u>	<u>20.....</u>
	<u>€</u>	<u>€</u>	<u>€</u>
Fixed Assets			
Land & Buildings	_____	_____	_____
Vessels	_____	_____	_____
Machinery & Equipment	_____	_____	_____
Vehicles	_____	_____	_____
Other	_____	_____	_____
Total Fixed Assets	=====	=====	=====
<b>Current Assets</b>			
Stocks	_____	_____	_____
Debtors	_____	_____	_____
Cash	_____	_____	_____
Other	_____	_____	_____
Total Current Assets	=====	=====	=====
<b>Less Current Liabilities</b>			
Creditors	_____	_____	_____
Short Term Borrowings (Less than 1 year).	_____	_____	_____
Bank Overdraft	_____	_____	_____
Other	_____	_____	_____
Total Current Liabilities	=====	=====	=====
Net Current Assets/(Liabilities).	=====	=====	=====
Net Assets/(Liabilities).	=====	=====	=====

Appendix 1 (Continued).

	<u>20.....</u>	<u>20.....</u>	<u>20.....</u>
<u>Financed by:</u>	<u>€</u>	<u>€</u>	<u>€</u>
Issued Share Capital	_____	_____	_____
Reserves	_____	_____	_____
Borrowings/Debt (More than 1 year).	_____	_____	_____
Other *(Please specify).	_____	_____	_____
Total	=====	=====	=====

## Appendix 2

### SUMMARY OF HISTORICAL PROFIT AND LOSS ACCOUNTS FOR YEARS ENDING

	<u>20.....</u>	<u>20.....</u>	<u>20.....</u>
	€	€	€
2.1 SALES	_____	_____	_____
(Quantity in Tonnes)	(_____)	(_____)	(_____)
2.2 <u>LESS COST OF SALES</u>			
Opening Stock	_____	_____	_____
2.2.1 Purchase of Juveniles	_____	_____	_____
2.2.2 Feed Purchases	_____	_____	_____
2.2.3 Other Direct Costs	_____	_____	_____
Less Closing Stock	_____	_____	_____
2.2 Cost of Sales	_____	_____	_____
2.3 Gross Value Added (=2.1-2.2)	_____	_____	_____
2.4 Cost of Labour	_____	_____	_____
2.5 Other Operating Expenses (Social Charges, Insurance, Plant, Maintenance, etc.)	_____	_____	_____
2.6 Financial Charges	_____	_____	_____
2.7 Operating Profit Before Depreciation (= 2.3-2.4-2.5-2.6)	_____	_____	_____
2.8 Depreciation Reserves	_____	_____	_____
2.9 Operating Profit After Depreciation (= 2.7-2.8)	_____	_____	_____
2.10 Interest and Dividends	_____	_____	_____
2.11 Extraordinary Profits or Losses from the Preceding Financial Year	_____	_____	_____
2.12 Profit Before Tax (= 2.9+2.10 ±2.11)	_____	_____	_____
2.13 Taxes and Duties	_____	_____	_____
2.14 Profit After Tax (= 2.12-2.13)	_____	_____	_____



### Appendix 3

#### PROJECTED PROFIT AND LOSS ACCOUNTS FOR YEARS ENDING

	<u>20.....</u>	<u>20.....</u>	<u>20.....</u>
	€	€	€
3.1 Forecast Sales	_____	_____	_____
(Quantity in Tonnes)	(_____)	(_____)	(_____)
3.2 <u>LESS COST OF SALES</u>			
Opening Stock	_____	_____	_____
3.2.1 Purchase of Juveniles	_____	_____	_____
3.2.2 Feed and Purchases	_____	_____	_____
3.2.3 Other Direct Costs	_____	_____	_____
Less Closing Stock	_____	_____	_____
3.2 Cost of Sales	_____	_____	_____
3.3 Gross Value Added (=3.1-3.2)	_____	_____	_____
3.4 Cost of Labour	_____	_____	_____
3.5 Other Operating Expenses (Social charges, Insurance, General Maintenance)	_____	_____	_____
3.6 Financial Charges	_____	_____	_____
3.7 Operating Profit Before Depreciation (= 3.3-3.4-3.5-3.6)	_____	_____	_____
3.8 Depreciation Reserves	_____	_____	_____
3.9 Operating Profit After Depreciation (= 3.7-3.8)	_____	_____	_____
3.10 Interest and Dividends	_____	_____	_____
3.11 Extraordinary Profits or Losses from the Preceding Financial Year	_____	_____	_____
3.12 Profit Before Tax (= 3.9+3.10 ±3.11)	_____	_____	_____
3.13 Taxes and Duties	_____	_____	_____
3.14 Profit After Tax (= 3.12-3.13)	_____	_____	_____