



Llywodraeth Cymru
Welsh Government

GUIDANCE

Rural Payments Wales (RPW): service update and European Maritime and Fisheries Fund (EMFF) 2014 – 2020

Latest update on the European Maritime and Fisheries Fund 2014 – 2020 and end of financial year arrangements.

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RPW continues to monitor the COVID-19 situation and impacts closely. We will carry on assessing the health and safety protocols for staff and beneficiaries in carrying out our statutory duties. These protocols are in line with latest Government and Public Health Wales guidelines.

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Claim Reminder (WEFO Online)

The Welsh Government 2021/22 financial year runs from 1 April 2021 to 31 March 2022.

Your RDP grant funding has been budgeted for the financial years approved as part of your project Delivery Profile.

All eligible project expenditure incurred in the 2021/22 Financial Year must be claimed by **no later than 6 April 2022**.

If you have a claim profiled for March 2022, RPW will invite your claim in the first week in March to allow you time to submit the claim by **6 April 2022**.

Failure to claim all eligible project expenditure puts your grant funding at risk.

If you have more than one claim available (in status of Invited), we recommend you submit the most recent claim and request the older claim(s) to be cancelled.

Accrual reminder

An accrual is required when:

- your 2021/22 Financial Year spend is not defrayed, for example you have invoices that are unpaid at 31 March 2022 or
- you are unable to submit a claim because you are waiting for
 - changes requested in a re-evaluation that affect your ability to claim,
 - or payment of a previous claim

In these instances, you will need to accrue the unclaimed 21/22 spend by submitting the accrual evidence via your WEFO Online account **no later than 6 April 2022**.

How to submit accrual in WEFO Online:

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- gather all **backing evidence** for the unclaimed spend for example, scanned copies of invoices or timesheets
- enter the expenditure values in the **Accruals Summary form**
- log into your WEFO Online account
- guidance on how to upload a document in WEFO Online is available under How to use WEFO Online
- in the case name (project) select **Claim Summary** and open the most recent claim (any status)
- from the claim in the dropdown menu, select **Claim Documents** where you can upload the Accrual Summary form and backing evidence
- if you do not provide backing evidence, we may be unable to accrue this spend and the grant funding may be at risk
- document name should be **Case ID RDP Accrual - March 2022**, for example 98251 RDP Accrual - March 2022

RPW will not make payment to you based on the accrual as we only make payments for claims submitted via the claim functionality in WEFO Online.

We expect you to **claim the accrued expenditure in WEFO Online no later than 30 June 2022.**

You can claim it in WEFO Online as part of your next claim when:

- you have defrayed it and have the claim evidence such as invoices and bank statements
- the previous claim is authorised or paid, the re-evaluation is completed; whichever scenario is applicable.

Projects due to end by 31 March 2022

RPW expect all projects with a last financial claim in this Financial Year to claim all project expenditure **by 6 April 2022.**

Any requests to carry forward grant funding into the 2022/23 Financial Year will be considered on a case by case basis.

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We will take into account instances of force majeure/exceptional circumstances.

Request to carry forward unclaimed grant funding must be submitted on a Project Re-evaluation Form **by 6 April 2022**.

Beneficiaries with multiple projects must submit a separate form for each project where there is potential underspend.

You will be informed of the outcome once underspends have been considered across all the socio economic projects under the RDP.

Project Re-evaluation forms can be requested on RPW Online, for details see [Guidance on requesting changes to approved projects](#).

European Maritime Fisheries Fund (EMFF)

The UK Operational Programme sets out how Member States intend to spend their EMFF budget. It is subject to approval by the European Commission (EC) and the UK Programme Monitoring Committee (PMC). Further details can be found on our [European Maritime and Fisheries Fund: operational programme](#) page.

The EMFF in Wales is a £17 million programme, co-financed by Welsh Government and is administered by Rural Payments Wales (RPW).

The official EMFF programme period ended on 31 December 2020. However, the programme continues to operate. It will draw down EC funding for an additional three years as agreed under the European Union (Withdrawal Agreement) Act 2020.

Due to Covid-19 restrictions and project de-commitments, an EMFF budget of £1m has become available to support new projects.

EC funding is only available until 2023. As a result, the remaining budget will primarily focus on:

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- providing support to help the industry mitigate the ongoing impact of the Covid pandemic, and
- adapting to the rapidly changing market conditions for seafood products.

The remaining EMFF budget will therefore support investments in:

- the small scale coastal fleet and aquaculture
- improvements to the marketing and processing of fishery and aquaculture products.

Any project selected and supported during this remaining period will have to be completed within 12 months. Starting from July this year.

New application window (Update 22 March 2022)

The new EMFF application window opened on 17 January 2022, has now been extended for a further 10 week period, and will now close on 3 June 2022:

Application window opened on: 17 January 2022

Application window closes on: 03 June 2022

If you are interested in applying, please read the scheme guidance. Provide an initial outline of your project proposals on the Project Outline Form provided to the EMFF mailbox as soon as possible.

Full application forms will only be issued to project proposals which are deemed to meet the eligibility criteria of the EMFF programme.

Submitted applications will only be considered once the application window has closed.

Applications will not be accepted after the closing date of 3 June 2022.

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Scheme guidance (updated 22 March 2022).

The current application window has been expanded to consider all project proposals.

Under the following three priorities:

- UP1: Promoting environmentally sustainable, resource-efficient, innovative, competitive and knowledge-based fisheries,
- UP2: Fostering sustainable, resource efficient, innovative, competitive and knowledge based aquaculture, to be invited and considered, and
- UP5: Fostering marketing and processing.

Full scheme guidance on all these union priorities and associated articles can be found at [European Maritime and Fisheries Fund | Sub-topic | GOV.WALES](#).

To apply for funding under any of these union priorities, please complete a Project Outline Form and return to the EMFF mailbox.

Result indicators

The EMFF Operational Programme sets the output and result indicators. Projects will be expected to report against these.

The Output Indicator records the number of projects to which a grant has been awarded.

The Result Indicators are designed to capture the benefits or effects which result from each project supported. The EMFF Operational Programme identifies a range of Result Indicators. These may be applicable to projects under each of the separate Measures highlighted above.

Please refer to the 'Indicators and Reporting section and 'Evidencing Results Indicators' section. This provides detail on the information to be provided to

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measure achievement against each selected Result Indicator.

All beneficiaries in receipt of EMFF grant funding must provide evidence in support of the 'results indicator' targets which apply to their project.

Project Outline Form (Update 22 March 2022).

If you are interested in applying for funding any of the above Articles, please complete a **Project Outline Form**.

Your Project Outline Form should be submitted via e-mail to:

EMFFCommunications@gov.wales

Basic eligibility checks will be completed on your project proposal before you are provided with a full application form for completion and return by 3 June 2022.

For any additional help and support, you should contact the RPW Customer Contact Centre on 03000 062 5004. Rydym yn croesawu galwadau'n Gymraeg / We welcome calls in Welsh.

Project appraisal and selection

When budgets are limited, a number of factors must be considered when deciding how to allocate grant support. These include:

- offering an equal opportunity for applicants to apply
- having an open and transparent process for considering proposals
- managing expectations about the likelihood of success

It is expected that there will be significant demand for the grant available. Applications will be considered in direct competition with one another.

Applications will be appraised against the scheme criteria. Also in line with the agreed eligibility and selection criteria for the EMFF programme

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The appraisal will be made on the information provided. If that is not clear no requests will be made for clarification or additional explanations.

Applications will be scored and ranked in order of merit according to the selection criteria.

Applications will be selected in ranked order until either the funds available have been allocated or the maximum number of applications has been reached. There is no guarantee all of the funds will be allocated or that the maximum number of projects will be selected.

Each application will be considered only on the basis of the details contained on the Application Form. They will be measured against the criteria set out in the scheme guidance you are applying for.

We will not be issuing any proceed at risk notifications under this round of funding. This is due to the limited window for project submission and appraisal.

Customer contact centre (updated 11 February 2022)

Staff at our bilingual Customer Contact Centre are available on 03000 062 5004 to provide further help and support. Rydym yn croesawu galwadau'n Gymraeg / We welcome calls in Welsh

The Customer Contact Centre is operating as follows:

Period	Opening hours
Monday to Friday	9:00am to 4:00pm

Where possible, routine project enquiries should be submitted via the secure RPW online account. This is available 24 hours a day.

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If you are unable to access your RPW online account please contact the RPW Customer Contact Centre immediately.

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