



Llywodraeth Cymru
Welsh Government

Welsh Marine and Fisheries Scheme

Marketing Measures

*Full Application Form - How to Complete
Guidance*

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Information

This guide takes you through the steps to complete and submit your application for the Welsh Marine and Fisheries Scheme: Marketing Measure funding round to the Welsh Government.

You will need to populate an online form providing the Welsh Government with details of your project. Only applications that have been selected at EoI stage will be subject to full appraisal for consideration of contract and award of grant.

Please read this guidance carefully. You will also need to refer to the [Welsh Marine and Fisheries Scheme Overarching guidance booklet](#) and the [Welsh Marine and Fisheries Scheme: Marketing measures guidance booklet](#) as these contain the full details of the opportunities available as well as the key eligibility criteria.

For selected projects, the amount of funding to be made available for each application will be decided during the appraisal of the application and will not be finalised until the assessment and appraisal processes have been completed. The final grant figure awarded, will not be higher than that stated in the application and where applicable capped to £50,000.

Applications must be submitted electronically via RPW online. Applications may be submitted at any time during the dates published for the opening and closing of the scheme window. There will be no opportunity for an extension.

There is no requirement for applicants to wait until the end of the application window. It is strongly recommended that the application is submitted as early as possible.

The plans and documents that you must complete and submit include:

- The Welsh Marine and Fisheries Scheme: Marketing Measures Online Application.
- 3 Years of Certified Accounts.
- 3 years of financial projections.
- Evidence of match funding available (bank loan, overdraft, etc.)
- Planning permission if appropriate and any other approvals/consents
- Any quotes received which form part of the full application.
- Evidence that the applicant is based in Wales and is a marine, seafood or aquaculture enterprise.

For applications from enterprises less than three years old, the available accounts will be considered.

If your investments require planning approval, if available, include any existing planning consents. (Evidence of planning approval will be required before any grant claim can be processed).

If information is missing from an application, we will request it, but this will slow down the appraisal of your application.

Please note: For any problems with RPW Online you should contact the RPW Online Helpdesk on 0300 062 5004.

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Registering for RPW Online

To register your business details for the first time, you need to complete the [online registration form](#). Please refer to the [how to register guidance](#) for further details. The vast majority of changes to business details can be done online. However, Welsh Government may require further details on any major changes. Please contact the Customer Contact Centre for further information.

Rural Payments Wales Online Government Gateway Login page

Log into your RPW Online Account – enter your User ID and Password in the boxes and click the **Sign In** button.



The screenshot shows the Government Gateway login page. At the top, there is a black header with the GOV.UK logo. Below the header, a blue banner indicates 'BETA' and states 'This is a new service – your feedback will help us to improve it.' The main heading is 'Sign in using Government Gateway'. To the right of the heading, there are language options: 'English' and 'Cymraeg'. Below the heading, there are two input fields: 'Government Gateway user ID' (with a note 'This could be up to 12 characters.') and 'Password'. A green 'Sign in' button is located below the password field.

If you are encountering any problems or are unable to access your online account, please contact the RPW Online Helpdesk on 0300 062 5004.

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Home Page

Once logged in to your online account the RPW Online 'Home' page will appear.

The screenshot shows the RPW Online Home Page. At the top left is the Llywodraeth Cymru Welsh Government logo. Next to it is the 'RPW Ar-Lein Online Rural Payments Wales' logo. On the right, there is text in Welsh and English about the European Agricultural Fund for Rural Development, with the European Union flag. Below the header is a 'CRN:' field and a 'Cymraeg Log Off' link. A navigation bar contains links for Home, My Details, Land, Correspondence (with a '12' notification badge), Forms, and Contracts and Small Grants. Three light blue informational boxes contain news about submission deadlines, BPS Greening requirements, and browser session management. Below these is a 'Messages between You and RPW' section with several unread messages, including 'Dogfennau wedi dod i law Taliadau Gwledig Cymru / Documents received by RPW' and 'Llythyr Terfynu'r CPH / CPH Expiry Letter'. A 'Useful Links' sidebar on the right lists BCMS, Farming and scheme information, Bovine TB, Farm animal movements and identification, Farming Connect, Offices Map, and European Maritime and Fisheries Fund.

In the Start a Form section at the bottom of the Home screen, click the relevant scheme name you wish to apply for. The Welsh Marine and Fisheries Scheme: Marketing Measures Form will be available here until the closing date of the window.

The screenshot shows the 'Start a Form' section, which is a list of various forms available for application. Each entry includes the form name and its availability status (e.g., 'Available until' or 'Available anytime'). The 'Welsh Marine and Fisheries Scheme - Marketing Measures Form' is highlighted with a red box, indicating it is the form mentioned in the text above. Other forms listed include Single Application Form 2023, Appeal, Capital Works Claim, FCERM Contract Variation, Farm Business Grant - Yard Coverings EOI, Flood and Coastal Erosion Risk Management Grant - Capital Application, Flood and Coastal Erosion Risk Management Grant - Capital Pipeline, Glastir Commons Claim 2023, Grant Claim Form, Growing for the Environment EOI, Horticulture Development Scheme Form, Integrated Natural Resources Scheme - Project Development Grant Application, Nutrient Management Investment Scheme Expression of Interest, Project Change Re-evaluation, Project Change Request, Small Grants - Efficiency Expression of Interest, Small Grants - Environment Expression of Interest, Small Grants - Horticulture Start Up Expression of Interest, Small Grants - Woodland Creation, Small Grants - Yard Coverings Expression of Interest, Woodland Creation Planning Scheme EOI, and Woodland Restoration Scheme Expression of Interest.

Or you can click the tab labelled '**Forms**' on the RPW Online home page, as shown below:



This will take you through to the 'Forms' page.

To change the Language at any time, click the **Cymraeg** button located in the top right hand corner bar of the RPW Online information. This will allow you to choose the language your Welsh Marine and Fisheries Scheme Application Form is displayed in.

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Forms Page

Once you have selected the 'Forms' tab you will see your forms that are available for you to complete.

The screenshot shows the RPW Ar-Lein Online portal. At the top, there is a header with the RPW logo and the text 'Taliadau Gwledig Cymru' and 'Ar-Lein Online Rural Payments Wales'. To the right, there is a banner for the European Agricultural Fund for Rural Development. Below the header, there is a navigation menu with 'Forms' selected. The main content area is titled 'Forms' and features a dropdown menu for 'Scheme' set to 'All'. There are three tabs: 'Not Submitted', 'Being Processed', and 'Completed'. The main content area displays a list of forms with their status and last updated dates. On the right, there is a 'Start a Form' sidebar with a list of available forms. The 'Welsh Marine and Fisheries Scheme - Marketing Measures Form' is highlighted with a red box.

Scheme	Status	Last Updated
Basic Payment Scheme 2022	Paid	11/10/2022
Single Application Form 2022	Complete	11/08/2022
Single Application Form 2021	Complete	30/05/2022
Basic Payment Scheme 2021	Paid	12/10/2021
Single Application Form 2020	Complete	26/06/2021
Single Application Form 2016	Complete	18/12/2020

Form Name	Availability
Appeal	Available anytime
Capital Works Claim	Available anytime
Grant Claim Form	Available until
Growing for the Environment EOJ	Available until
Horticulture Development Scheme Form	Available until
Project Change Re-evaluation	Available until
Project Change Request	Available anytime
Small Grants - Efficiency Expression of Interest	Available until
Small Grants - Woodland Creation	Available until
Welsh Marine and Fisheries Scheme - Marketing Measures Form	Available until
Woodland Creation Planning Scheme EOJ	Available until
Woodland Restoration Scheme Expression of Interest	Available until

Scroll down the page to select the form you wish to submit.

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Welsh Marine and Fisheries Scheme: Marketing Measures Form – Start Application

Single Application

It is advisable to have read the Welsh Marine and Fisheries Scheme Overarching guidance booklet and the Welsh Marine and Fisheries Scheme: Marketing Measures guidance booklet before starting the application form.

RPW Ar-Lein Online
Rural Payments Wales

CRN:

[Cymraeg](#) [Log Off](#)

Home My Details Land Correspondence **8** Forms Contracts and Small Grants

Start Application start an application or claim

You have asked to complete the following application online: **Welsh Marine and Fisheries Scheme - Marketing Measures Form - Welsh Marine and Fisheries Scheme Marketing Measures - Project19.**

RPW Online will prompt you for the information required by the form. By starting this application online you are not committing to submitting it online; you may Exit the process at any time. If you Exit the application, you can come back later to complete the remainder, RPW Online will have saved the information you entered in your previous session.

The application will not be submitted to the Welsh Government until you click the 'Submit' option at the end of the process. Once you have submitted the application you will not be able to make changes to it using RPW Online.

The application must be submitted to Welsh Government by 2023. You will not be able to submit the form after this date even if you started filling in the form on or before 2023.

If you have any problems completing your **Welsh Marine and Fisheries Scheme - Marketing Measures Form** then you can also contact ['Customer Contact Centre'](#) for further guidance.

Please check that the Customer Details and Online Preferences shown below are correct before submitting your application. If incorrect, you can change them now by clicking the Customer Details or Online Preferences links below.

Customer Details	Online Preferences
Trading Title	Email or SMS (Text) Preference
Address	Email Address
	Mobile Number
Postcode	
Telephone Number	
Email Address	
Number of Partners	

[Guidance Documents](#) [Contact Us](#) [Copyright Statement](#) [Accessibility Statement](#)

To start your application form, click the **Start** Button.

This page provides some information prior to starting the application. It includes a Customer Contact Centre link if required, and details of the Customer Details and Online Preferences we hold for you. You should check and amend these before starting your application if they are incorrect.

Continue Application/Start Again

Once you start your application, you have the option to leave it and return to it again. If you are accessing an application that you have started previously, then you will be able to Continue (blue button at the bottom of the screen), or Start Again by clicking the link shown on this screenshot:

The screenshot shows the RPW Ar-Lein Online portal. The header includes the Welsh Government logo, the RPW Ar-Lein Online logo, and the European Union logo with text in Welsh and English. The main content area is titled 'Continue Application continue an application or claim'. It contains several paragraphs of text explaining the process of continuing or starting a new application. A red box highlights the 'Start Again' link. At the bottom, there are two buttons: 'Continue' (highlighted with a red box) and 'Back'.

CRN

Home My Details Land Correspondence 8 Forms Contracts and Small Grants

Continue Application continue an application or claim

You have asked to complete the following application online: **Welsh Marine and Fisheries Scheme - Marketing Measures Form**. You already have an application in progress. Please click 'Continue' to continue with your **Welsh Marine and Fisheries Scheme - Marketing Measures Form**.

You may choose to remove your existing **Welsh Marine and Fisheries Scheme - Marketing Measures Form** and start again. This will undo all of the changes that you have made since starting your **Welsh Marine and Fisheries Scheme - Marketing Measures Form** and the new **Welsh Marine and Fisheries Scheme - Marketing Measures Form** will be populated with the latest available data. If you wish to do so, click **Start Again**.

RPW Online will prompt you for the information required by the form. By starting this application online you are not committing to submitting it online; you may Exit the process at any time. If you Exit the application, you can come back later to complete the remainder, RPW Online will have saved the information you entered in your previous session.

The application will not be submitted to the Welsh Government until you click the 'Submit' option at the end of the process. Once you have submitted the application you will not be able to make changes to it using RPW Online.

The application must be submitted to Welsh Government by 2023. You will not be able to submit the form after this date even if you started filling in the form on or before 2023.

If you have any problems completing your **Welsh Marine and Fisheries Scheme - Marketing Measures Form** then you can also contact 'Customer Contact Centre' for further guidance.

Please check that the Customer Details and Online Preferences shown below are correct before submitting your application. If incorrect, you can change them now by clicking the Customer Details or Online Preferences links below.

Customer Details	Online Preferences
Trading Title	Email or SMS (Text) Preference
Address	Email Address
	Mobile Number
Postcode	
Telephone Number	
Email Address	
Number of Partners	

Continue working on the **Welsh Marine and Fisheries Scheme - Marketing Measures Form** which was last updated on 23/01/2023 at 16:05 by Charles Estate Agent

[Continue](#) [Back](#)

Please be aware – if you choose to Start Again, this will un-set all of the questions you have answered and remove all of the information you have added.

If you are sure you wish to Start Again, click Yes or if you do not click No, as shown in this screen:

The screenshot shows the RPW Ar-Lein Online portal. At the top, there are logos for the Welsh Government, RPW, and the European Agricultural Fund for Rural Development. The main navigation bar includes links for Home, My Details, Land, Correspondence (with a notification icon), Forms, and Contracts and Small Grants. The current page title is "Welsh Marine and Fisheries Scheme - Marketing Measures Form - Delete / Start Again".

The main content area contains the following text:

This option will remove your **Welsh Marine and Fisheries Scheme - Marketing Measures Form** application and will undo **ALL** of the changes that you have made since starting your **Welsh Marine and Fisheries Scheme - Marketing Measures Form**. Please note that this will:

- remove all of the information that you have added
- un-set all of the questions that you have answered

When this **Welsh Marine and Fisheries Scheme - Marketing Measures Form** has been removed you can start a new **Welsh Marine and Fisheries Scheme - Marketing Measures Form**, which will be populated with the latest available data.

Do you wish to proceed with this option?

There are two buttons for confirmation:

- Yes**: Please click 'Yes' to confirm that you wish to remove your **Welsh Marine and Fisheries Scheme - Marketing Measures Form** and start again.
- No**: Please click 'No' to keep the entries you have already made on your **Welsh Marine and Fisheries Scheme - Marketing Measures Form** and return to the previous screen.

At the bottom of the page, there are links for [Guidance Documents](#), [Contact Us](#), [Copyright Statement](#), and [Accessibility Statement](#).

Multiple Applications

To start one of your application forms, select from the drop-down box the relevant Project and click the **Start** Button.

Taliadau Gwledig Cymru
Ar-Lein Online
Rural Payments Wales

CRONFA AMAETHYDDOL EWROP AR GYFER
DATBLYGU GWLEDIG; EWROP YN
BUDDSODDI Mewn ARDALEDD GWLEDIG
THE EUROPEAN AGRICULTURAL FUND FOR
RURAL DEVELOPMENT;
EUROPE INVESTING IN RURAL AREAS

CRN:

[Cymraeg](#) [Log Off](#)

Home
My Details ▾
Land ▾
Correspondence 11 ▾
Forms
Contracts and Small Grants ▾

Start Application start an application or claim

You have asked to complete the following application online: **Welsh Marine and Fisheries Scheme - Marketing Measures Form**. Select one of the following to start the application:

Please Select ▾

- Please Select
- Welsh Marine and Fisheries Scheme Marketing Measures - Project7
- Welsh Marine and Fisheries Scheme Marketing Measures - Project27
- RPW Welsh Marine and Fisheries Scheme Marketing Measures - Project37
- the Welsh Marine and Fisheries Scheme Marketing Measures - Project47

your previous session.

The application will not be submitted to the Welsh Government until you click the 'Submit' option at the end of the process. Once you have submitted the application you will not be able to make changes to it using RPW Online.

If you have any problems completing your **Welsh Marine and Fisheries Scheme - Marketing Measures Form** then you can also contact '[Customer Contact Centre](#)' for further guidance.

Please check that the Customer Details and Online Preferences shown below are correct before submitting your application. If incorrect, you can change them now by clicking the Customer Details or Online Preferences links below.

<p>Customer Details</p> <p>Trading Title</p> <p>Address</p> <p>Postcode</p> <p>Telephone Number</p> <p>Email Address</p> <p>Number of Partners</p>	<p>Online Preferences</p> <p>Email or SMS (Text) Preference</p> <p>Email Address</p> <p>Mobile Number</p>
--	---

Start
Cancel

Once you have started an application and leave it and return to it again, you will enter the 'Select Application' screen. Here you can Continue the application you have started (blue button at the side of the screen next to the project name) or you can select another application to begin by clicking the '**Start new Application**' button.



RPW

Taliadau Gwledig Cymru
Ar-Lein Online
Rural Payments Wales

CRONFA AMAETHYDDOL EWROP AR GYFER
DATBLYGU GWLEDIG: EWROP YN
BUDDSODDI NEWN ARDALEDDO GWLEDIG
THE EUROPEAN AGRICULTURAL FUND FOR
RURAL DEVELOPMENT:
EUROPE INVESTING IN RURAL AREAS



CRN:

[Cymraeg](#) [Log Off](#)

[Home](#) [My Details](#) [Land](#) [Correspondence](#) **11** [Forms](#) [Contracts and Small Grants](#)

Select Application select an application or claim

Draft Applications

You have the following Draft applications:

Application Name	Last Updated	Updated By	Submission Deadline
Welsh Marine and Fisheries Scheme - Marketing Measures Form - Welsh Marine and Fisheries Scheme Marketing Measures - Project7			Continue Application

Available Applications

Click 'Start New application' if you want to start one of the following applications which are available to you:

Application Name	Submission Deadline
Welsh Marine and Fisheries Scheme - Marketing Measures Form - Welsh Marine and Fisheries Scheme Marketing Measures - Project27	
Welsh Marine and Fisheries Scheme - Marketing Measures Form - Welsh Marine and Fisheries Scheme Marketing Measures - Project37	
Welsh Marine and Fisheries Scheme - Marketing Measures Form - Welsh Marine and Fisheries Scheme Marketing Measures - Project47	

[Start new Application](#) [Back](#)

[Guidance Documents](#)

[Contact Us](#)

[Copyright Statement](#)

[Accessibility Statement](#)

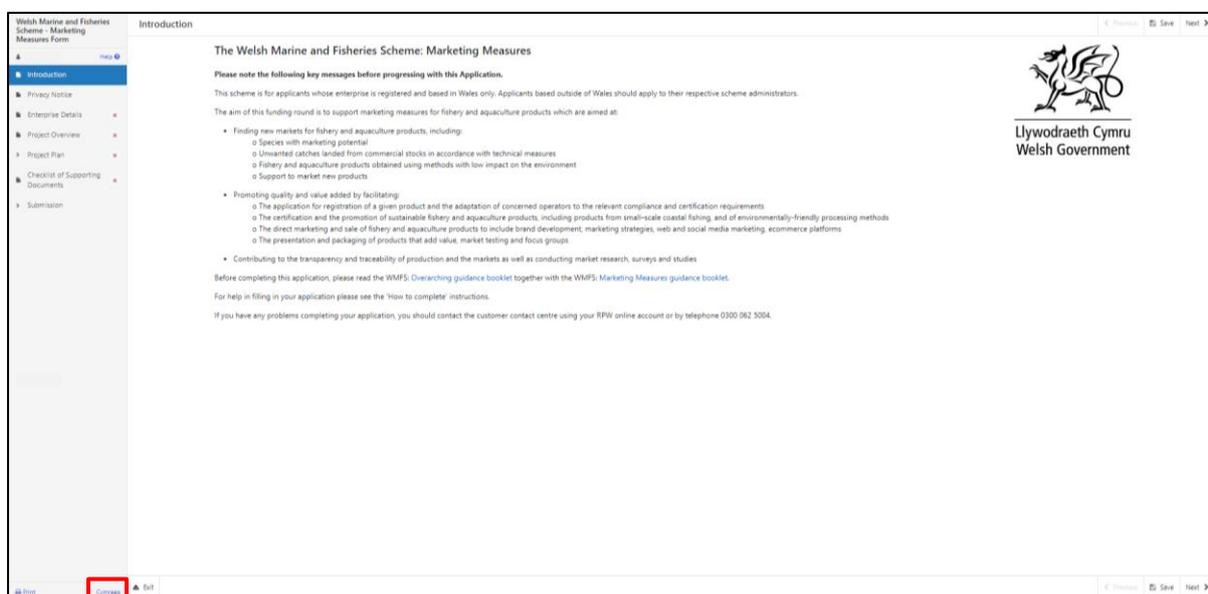
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Introduction

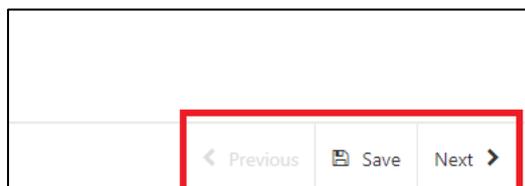
This is the introduction page which provides information about the Welsh Marine and Fisheries Scheme: Marketing Measures. For greater detail of the information provided on this page, please read the [WMFS: Overarching guidance](#) together with [Marketing Measures Guidance](#).

There is a link to this How to Complete Guide at the top left of this screen, which will direct you to this document on the Welsh Government website.

On the left the different sections are displayed. A red cross indicates you either have not accessed each section yet, or you have errors on the section(s). A green tick will display once you have completed each section and there are no errors we can identify. There are various navigation buttons at the top and bottom of the form. Also, if you wish to switch between English and Welsh there is a button to do so at the bottom left of the screen as shown in the screenshot below:



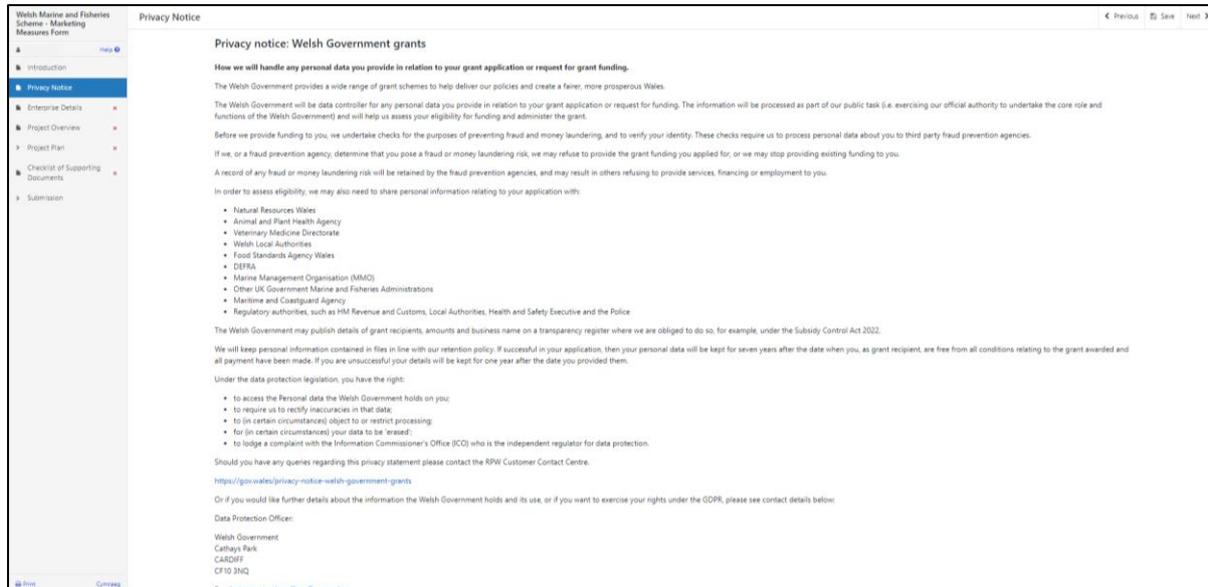
Once you have read the information click on the **Next** Button.



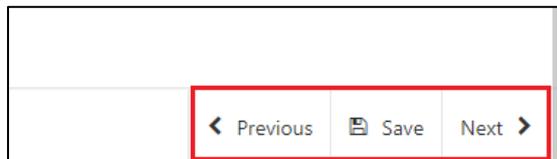
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Privacy Notice

The Privacy Notice page is where we set out your rights and what we may need to do with your information in order to process your application. You must read the Privacy Notice.



Once you have read the information click on the **Next** Button.



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Enterprise Details

The Enterprise Details page is where you will provide information regarding your enterprise such as what type of enterprise / organisation you have, any reference numbers that apply, what size your enterprise/organisation is and how many members of staff you have (if applicable). This information will be used to help us establish your eligibility for the grant in question.

Most of the questions in this section are mandatory and you will not be able to submit your form without completing them.

The screenshot shows a web form titled 'Enterprise Details' within a larger application 'Wish Marine and Fisheries Scheme - Marketing Measures Form'. The form is divided into several sections:

- Enterprise Status:** A question 'What type of Enterprise is this application for?' with radio button options: Sole Trader, Partnership, Private Limited Company, Public sector organisation, Co-operative, Industrial and Provident Society or Mutual, Charity / Third Sector, Private Company Limited by Guarantee, Local Community Groups, Community Interest Companies, and Other.
- Legal Entity:** A question 'If the Enterprise is an incorporated legal entity please supply a copy of the Memorandum & Articles. Does the Enterprise Trade under another name?*' with 'Yes' and 'No' radio buttons.
- Enterprise Reference Numbers:** A section titled 'Enterprise' with the instruction 'Please provide all of the following Enterprise / Organisation Reference Numbers that apply:'. It includes input fields for: Company Registration Number, Charity Number, Mutuals Public Registration Number, and Vessel Licence Numbers (with a '0 / 500' character count).
- Vessel Ownership:** A section titled 'Vessel Ownership details - Please list all registered owners of this vessel' with a large text area and a '0 / 500' character count.
- Vessel Registry:** A section titled 'Vessel Registry of Seamen and Shipping (RSS) number' with a text area and a '0 / 500' character count.

The left sidebar contains navigation links: Introduction, Privacy Notice, Enterprise Details (highlighted), Project Overview, Project Plan, Checklist of Supporting Documents, and Submission. The top right corner has 'Previous', 'Save', and 'Next' buttons.

Certain questions may prompt you to provide more detail depending on the answer you provide as shown below.

Welsh Marine and Fisheries Scheme - Marketing Measures Form

Introduction

Privacy Notice

Enterprise Details

Project Overview

Project Plan

Checklist of Supporting Documents

Submission

Please provide all of the following Enterprise / Organisation Reference Numbers that apply:

Company Registration Number

Charity Number

Mutuals Public Registration Number

Vessel Licence Numbers

0 / 500

Vessel Ownership details - Please list all registered owners of this vessel

0 / 500

Vessel Registry of Seamen and Shipping (RSS) number

0 / 500

Are you VAT registered?*

Yes No

Enter VAT Number*

0 / 500

Is the Enterprise a member of a group of companies?*

Please give the name of the immediate parent company, and if different the ultimate parent company and the country or countries in which they are registered*

0 / 500

Does the Enterprise have directors or trustees?*

Please give details of all of the directors or trustees*

0 / 500

Once you have answered all of the questions click on the **Next** Button.

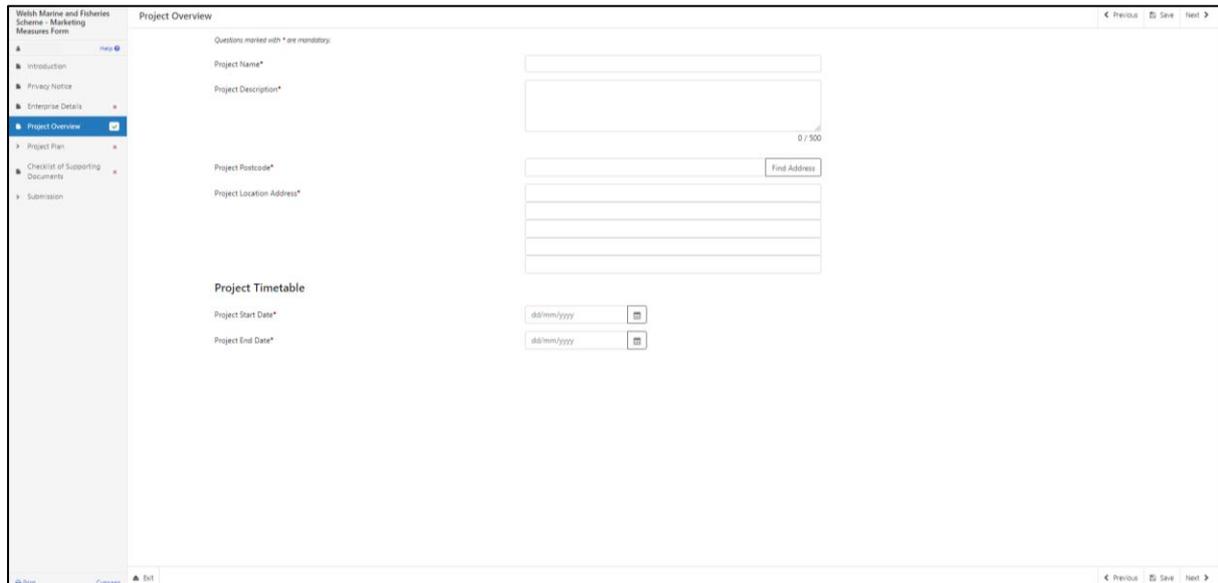
< Previous Save Next >

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Project Overview

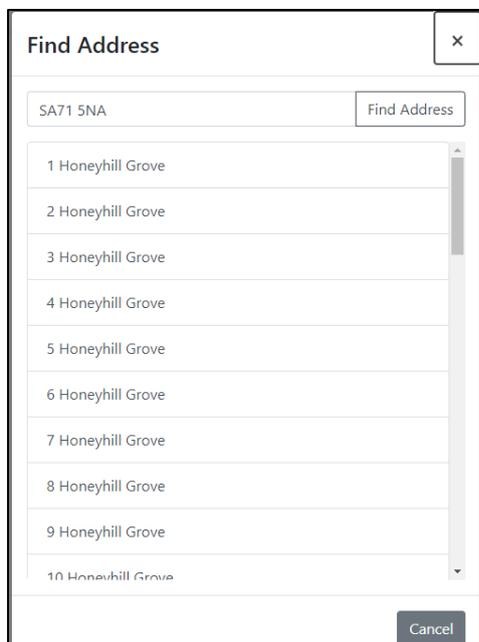
The Project Overview Page is where you will need to provide some general information on the Project such as the project name, description, location address and start and end dates.

The questions in this section are mandatory and you will not be able to submit your form without completing them.



The screenshot shows a web application interface for a 'Project Overview' form. On the left is a navigation menu with items like 'Introduction', 'Privacy Notice', 'Enterprise Details', 'Project Overview' (highlighted), 'Project Plan', 'Checklist of Supporting Documents', and 'Submission'. The main form area contains several fields: 'Project Name*', 'Project Description*' (with a 0/500 character count), 'Project Postcode*' (with a 'Find Address' button), 'Project Location Address*' (with a grid of input rows), and 'Project Timetable' with 'Project Start Date*' and 'Project End Date*' (each with a date input field and a calendar icon). The top right of the form has 'Previous', 'Save', and 'Next' buttons.

Enter your postcode into to box and select the **Find Address** button.



The screenshot shows a 'Find Address' dialog box. At the top, there is a text input field containing 'SA71 5NA' and a 'Find Address' button. Below this is a list of ten address suggestions, all starting with '1 Honeyhill Grove' through '10 Honeyhill Grove'. At the bottom right of the dialog is a 'Cancel' button.

Select the address from the list provided. You then need to enter your Project start and end dates. You can either type in the date manually or select the calendar icon as highlighted below. All claims must be submitted by 31 March 2024.

Project Timetable

Project Start Date*

Project End Date*

dd/mm/yyyy

		Feb		2023			
Mo	Tu	We	Th	Fr	Sa	Su	
30	31	1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	1	2	3	4	5	
6	7	8	9	10	11	12	

Print Cymraeg Exit

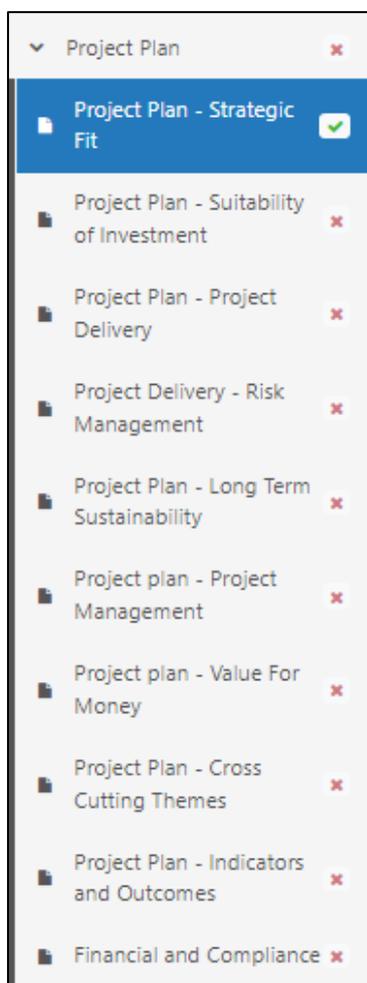
When you have finished filling in your answers, select the **Next** button.

< Previous Save Next >

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Project Plan

The next section of the form is concerned with your Project Plan. All applicants for grant assistance must complete a Project Plan. The Project Plan is a standard template that has ten headings.



The information provided under each of the headings will be used in the assessment and appraisal process from which a decision can be taken about the award of grant assistance to the project.

Please note that if further information is required this may delay the appraisal of the application so we recommend you follow the guidance carefully in order to provide the information requested. However, if anything is unclear or we require more information we will contact you.

It is important to note that the amount of detail given in each section must be appropriate and proportionate to the scope and scale of the intended project.

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Project Plan - Strategic Fit

The Strategic Fit section is where you will need to explain how the proposed Project will make a contribution to the strategic aims and objectives of the Funding Round which are to support marketing measures for fishery and aquaculture products which are aimed at:

- Finding new markets for fishery and aquaculture products, including:
 - Species with marketing potential.
 - Unwanted catches landed from commercial stocks in accordance with technical measures.
 - Fishery and aquaculture products obtained using methods with low impact on the environment.
 - Support to market new products.

- Promoting quality and value added by facilitating:
 - The application for registration of a given product and the adaptation of concerned operators to the relevant compliance and certification requirements.
 - The certification and the promotion of sustainable fishery and aquaculture products, including products from small-scale coastal fishing¹, and of environmentally-friendly processing methods.
 - The direct marketing and sale of fishery and aquaculture products to include brand development, marketing strategies, web and social media marketing, ecommerce platforms.
 - The presentation and packaging of products that add value, market testing, and focus groups.

- Contributing to the transparency and traceability of production and the markets as well as conducting market research, surveys and studies.

You will need to provide clear explanations on how the proposed investment will contribute to the strategic aims and objectives of the scheme and demonstrate why the investment is required.

The Strategic fit section screen is shown in the screenshot below:

¹ Small scale coastal fishing (SSCF) means fishing carried out by fishing vessels of an overall length of 11.99m or less and not using towed gear/trawling.

Welsh Marine and Fisheries Scheme - Marketing Measures Form

Project Plan - Strategic Fit

Questions marked with * are mandatory.

The strategic aims and objectives are to support marketing measures for fishery and aquaculture products which are aimed at:

- Finding new markets for fishery and aquaculture products
- Promoting quality and value added
- Contributing to the transparency and traceability of production and the markets as well as conducting market research, surveys and studies

Describe the project, explain why the investment is required by the enterprise and the benefits it will provide. Where appropriate provide diagrams, images or photographs to assist in explaining the project.*

0 / 4000

Explain how the proposed investment will contribute to the strategic aims and objectives of the scheme.*

0 / 4000

Navigation: < Previous Save Next >

The text boxes are expandable and allow up to 4000 characters. This is not the number of words allowed, but the number of characters. The questions in this section are mandatory and you will not be able to submit your form without completing them.

When you have finished filling in your answers, select the **Next** button.

0 / 4000

< Previous Save Next >

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Project Plan - Suitability of Investment

The suitability of investment page is where you will need to provide details to enable the evaluation of how suitable the investment is for achieving the project's goals.

You will need to explain how the investment is the most effective use of resources to achieve the projects goals. Does the project build on any previous lessons learned from previous programmes, and does it offer any new / and or different approaches or solutions for the proposed activities.

Wales Marine and Fisheries Scheme - Marketing Measures Form

Project Plan - Suitability of Investment

Questions marked with * are mandatory.

Applicants are encouraged to consider how suitable the investment is for achieving the projects goals.

Explain how this investment is the most effective use of resources to achieve the project's goals. (Does this project build on any previous activities or lessons learned from previous programmes. Does this project offer any new / and or different approaches or solutions for the proposed activities)*

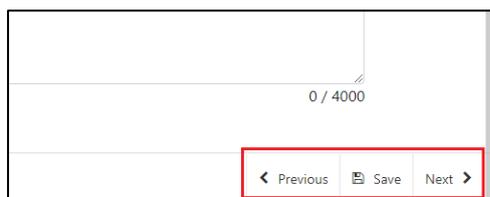
0 / 4000

- Introduction
- Privacy Notice
- Enterprise Details
- Project Overview
- Project Plan
- Project Plan - Strategic Fit
- Project Plan - Suitability of Investment
- Project Plan - Project Delivery
- Project Delivery - Risk Management
- Project Plan - Long Term Sustainability
- Project plan - Project Management
- Project plan - Value For Money
- Project Plan - Cross Cutting Themes
- Project Plan - Indicators and Outcomes
- Financial and Compliance
- Checklist of Supporting Documents
- Submission

The text boxes are expandable and allow up to 4000 characters. This is not the number of words allowed, but the number of characters.

The questions in this section are mandatory and you will not be able to submit your form without completing them.

When you have finished filling in your answers, select the **Next** button.



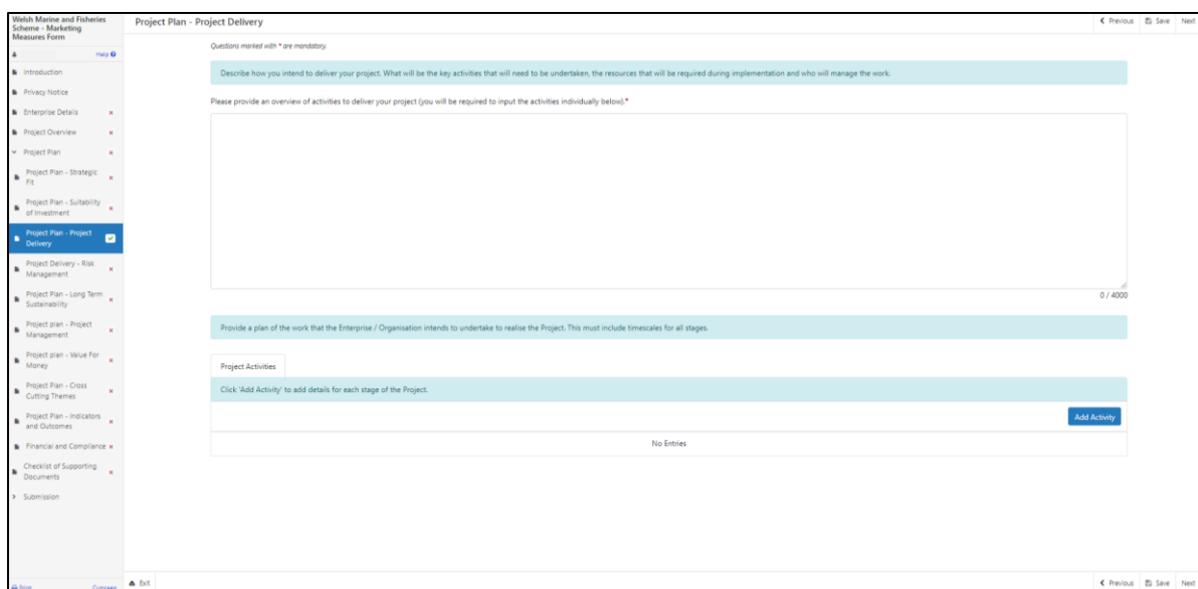
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Project Plan - Project Delivery

The Project Delivery page is where you will provide a plan of the work that the Enterprise intends to undertake.

In this section, you need to provide an explanation of what you want the funding for and who is needed to achieve it including:

- A timetable of delivery for all activities and stages of your project.
- How you intend to deliver your project.
- Key activities that will need to be undertaken.
- Resources that will be required during implementation.
- Who will manage the work.
- Describe how timescales have been determined.



The text boxes are expandable and allow up to 4000 characters. This is not the number of words allowed, but the number of characters.

The questions in this section are mandatory and you will not be able to submit your form without completing them.

When you have completed the first question, you will need to add the Project Activities. Select the **Add Activity** button to proceed.

Once you have selected the **Add Activity** button you will see the following page.

Here you need to enter the name and description of the Activity, a proposed start and end date for it. Simply select the **calendar** button to add your dates. Once you have entered all your information, select either **Save and Add Another** button (to add another activity) or **Save and Return** button (if you are finished). You may enter as many project activities as you wish.

When you have finished filling in your answers, select the **Next** button.

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Project Plan – Project Delivery - Risk Management

The Delivery - Risk and Risk Management page is where you will use a table to set out a summary of at least the top five risks that might affect the delivery of the project and the achievement of outputs and objectives of the project that includes:

- What the risk is
- What the likelihood is of it happening during the time that the project is being delivered?
- What the consequences to the project would be if it did happen?
- What steps will be taken to reduce the risk?

The question in this section is mandatory and you will not be able to submit your form without adding at least 5 risks.

Click **Add Risk** to start inputting your first risk.

Wick Marine and Fisheries Scheme - Marketing Measures Form

Project Delivery - Risk Management

Questions marked with * are mandatory.

Recognising that there will be some risks to a project, no matter how unlikely, it is important to identify potential risks to assist you to manage the project. Give details of the key risks that might affect the delivery of the project. Please make at least 5 entries.

Risk Table

Click 'Add Risk' to add risk details.

No Entries

Add Risk

< Previous Save Next >

Once you click this it will bring up the entry screen as shown in the screenshot below:

Once you have entered all your information, select **Save and Add Another** button to add another activity or **Save and Return** button if you are finished.

You will need to complete this for at least 5 different risks. If you do not provide at least 5 then an error message will show, and this section will not show as completed as shown in the screenshot below:

When you have finished filling in your answers, select the **Next** button.

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Project Plan – Long Term Sustainability

The long-term sustainability page is where you explain, including evidence, how the anticipated investment will have a positive impact on the long-term sustainability of the enterprise. Including how the investment might encourage future investments.

Welsh Marine and Fisheries Scheme - Marketing Measures Form

Project Plan - Long Term Sustainability

Questions marked with * are mandatory.

Applicants are encouraged to consider how the investment will effect the Enterprise in the long term.

What impact will the investment have on the long-term sustainability of the Enterprise*

0 / 4000

Describe how the investment may encourage further investment in the Enterprise*

0 / 4000

Navigation: Previous Save Next

The text boxes are expandable and allow up to 4000 characters. This is not the number of words allowed, but the number of characters.

The questions in this section are mandatory and you will not be able to submit your form without completing them.

When you have finished filling in your answers, select the **Next** button.

0 / 4000

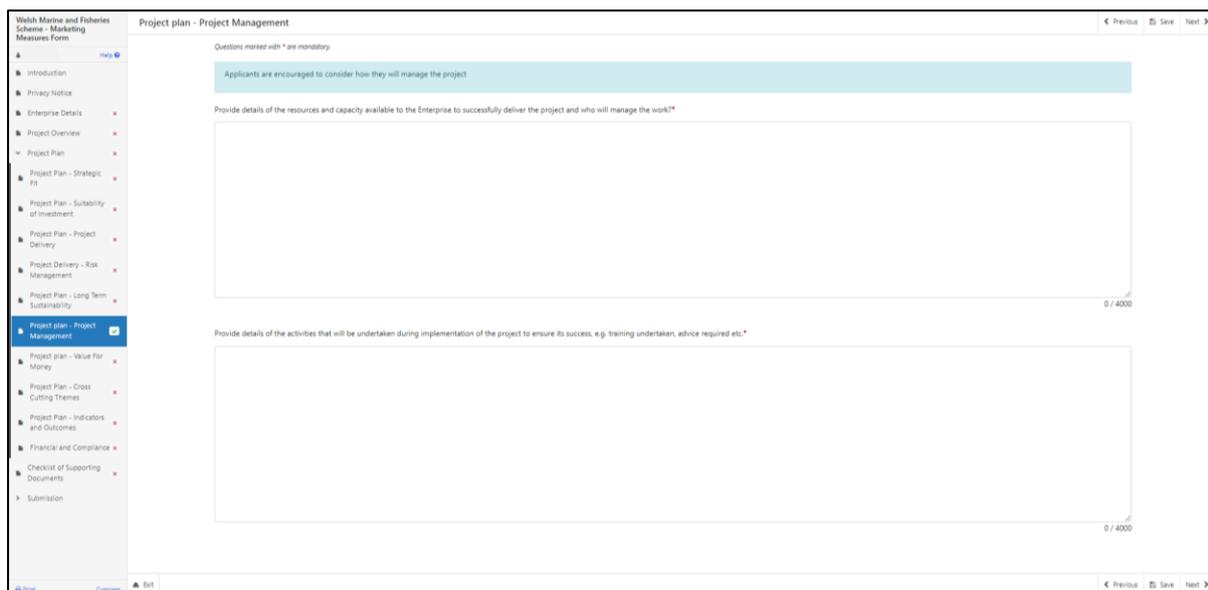
Navigation: Previous Save Next

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Project Plan - Project Management

The Project Management Page is where you will need to provide the following information on the management of the Project:

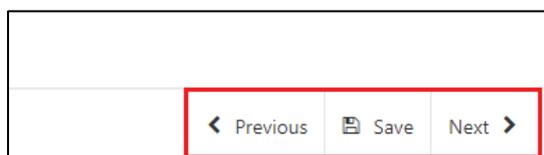
- Explain how the enterprise has the resources and capacity necessary to successfully deliver the project and who will manage the work.
- Provide details of the activities that will be undertaken during implementation of the project to ensure its success, e.g. training undertaken, advice required, etc.



The text boxes are expandable and allow up to 4000 characters. This is not the number of words allowed, but the number of characters.

The questions in this section are mandatory and you will not be able to submit your form without completing them.

When you have finished filling in your answers, select the **Next** button.



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Project Plan – Value for Money

The Value for Money page is where you will provide information of the Project costs and quotes.

To complete this section, you must refer to the Welsh Government Rural Communities - Competitive Tendering and Public Procurement Technical Guidance Notes before incurring costs.

For further information please see:

[Competitive Tendering and Public Procurement - Technical Guidance Notes](#)

[Competitive Tendering and Public Procurement - Register & Record](#)

In this section, please show how the total project costs have been arrived at by providing a detailed breakdown of the proposed expenditure. You must include all proposed expenditure against the relevant category with a description. Please be aware that the costs detailed in this section are the costs of which if eligible, the project will be approved.

The final grant figure awarded will not be higher than that shown in the EoI Application.

In this section:

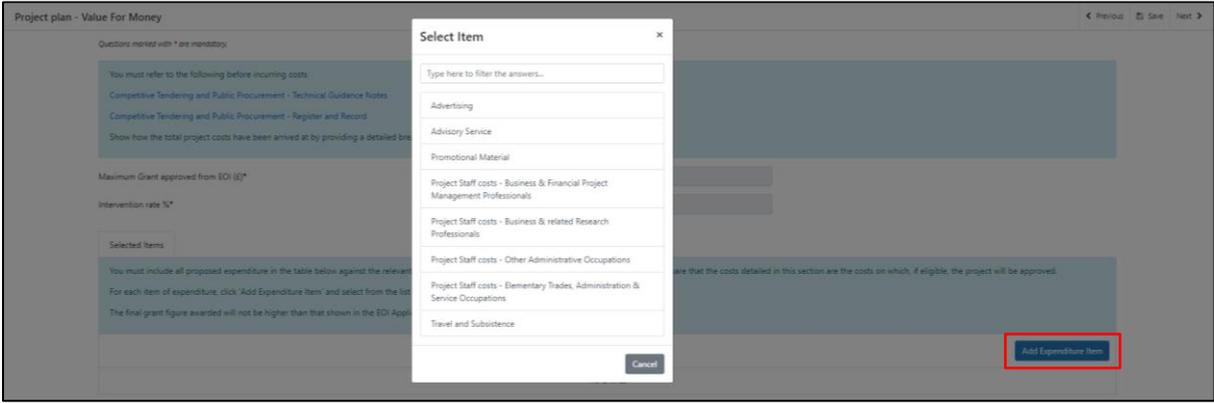
- Include all proposed expenditure and provide an explanation of how the estimated total project costs have been calculated.
- Explain how the costs of the project have been considered to be reasonable taking into account the scope, scale and timescale of the proposals. Show how costs have been determined to be reasonable by reference to quotation exercises; standard costs from previous activities; industry comparisons such as QS tables or an independent technical analysis.
- Where appropriate show how different options for the achievement of the project objectives have been considered and explain how and why the chosen option was decided.
- Provide evidence of quotation exercises undertaken, or copies of quotes if available.

The Value for Money initial page is shown in the screenshot below:

The text boxes are expandable and allow up to 4000 characters. This is not the number of words allowed, but the number of characters. The questions in this section are mandatory and you will not be able to submit your form without completing them.

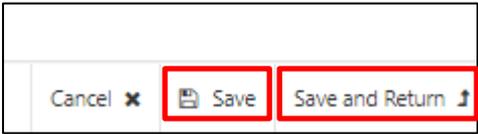
Click **Add Expenditure Item**.

Select the **Item** from the list. You can either search through the list for the item you require or start to type the first few letters in the search bar and the list will find the relevant matches.



Enter the Estimated Total Cost or Quantity and Item Details.

You then have the option to 'Save' or to 'Save and Return' to the Selected Items page.



Once you have returned to the Selected Items page your Expenditure Items will be shown.

Value For Money < Previous Save Next >

Questions marked with * are mandatory.

You must refer to the following before incurring costs

- Competitive Tendering and Public Procurement - Technical Guidance Notes
- Competitive Tendering and Public Procurement - Register and Record

Show how the total project costs have been arrived at by providing a detailed breakdown of the proposed expenditure.

Maximum Grant approved from EOJ (£)*

Intervention rate %*

Selected Items

You must include all proposed expenditure in the table below against the relevant category with a description of the proposed expenditure. Please be aware that the costs detailed in this section are the costs on which, if eligible, the project will be approved.

For each item of expenditure, click 'Add Expenditure Item' and select from the list of capital and revenue expenditure in the drop down.

The final grant figure awarded will not be higher than that shown in the EOJ Application

Id	Description	Estimated Total Cost	Grant Value	Item Details	Add Expenditure Item
MM001	Advertising	£8,000.00	£6,000.00	Advertising	<input type="button" value="Modify"/> <input type="button" value="Delete"/>
MM002	Promotional Material	£5,000.00	£3,750.00	Materials	<input type="button" value="Modify"/> <input type="button" value="Delete"/>
Maximum Grant Value			£9,750.00		

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Maximum & Minimum Grant Values

The minimum grant value is £500 and the maximum grant value that can be applied for under the Welsh Marine and Fisheries scheme: Marketing Measures is £50,000. The values entered into the Selected Items table in this section will be capped at the value of the EoI.

Project plan - Value For Money

Questions marked with * are mandatory.

You must refer to the following before incurring costs

- Competitive Tendering and Public Procurement - Technical Guidance Notes
- Competitive Tendering and Public Procurement - Register and Record

Show how the total project costs have been arrived at by providing a detailed breakdown of the proposed expenditure.

Maximum Grant approved from EOI (£)*

Intervention rate %*

If the number of investment items exceed the Maximum Grant value approved from the EOI, you must remove an item.

Value For Money

Questions marked with * are mandatory.

You must refer to the following before incurring costs

- Competitive Tendering and Public Procurement - Technical Guidance Notes
- Competitive Tendering and Public Procurement - Register and Record

Show how the total project costs have been arrived at by providing a detailed breakdown of the proposed expenditure.

Maximum Grant approved from EOI (£)*

Intervention rate %*

Selected Items

You must include all proposed expenditure in the table below against the relevant category with a description of the proposed expenditure. Please be aware that the costs detailed in this section are the costs on which, if eligible, the project will be approved.

For each item of expenditure, click 'Add Expenditure Item' and select from the list of capital and revenue expenditure in the drop down.

The final grant figure awarded will not be higher than that shown in the EOI Application

Id	Description	Estimated Total Cost	Grant Value	Item Details	
MM001	Advertising	£8,000.00	£6,000.00	Advertising.	Add Expenditure Item Modify Delete
MM002	Promotional Material	£5,000.00	£3,750.00	Materials.	Modify Delete
			Maximum Grant Value	£9,750.00	

The authorised grant value of £8000 has been exceeded. Please remove items.

When you have finished filling in your answers, select the Next button.

< Previous Save Next >

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Project Plan - Cross Cutting Themes

The Cross Cutting Themes page is where you will provide evidence on how the proposed Project contributes to cross cutting themes. In this section you need to explain how the proposed project will contribute to the cross cutting themes of:

- Promoting and supporting Welsh Language
- Build an economy based on the principles of fair work, sustainability and the industries and services of the future.
 - Enable our town centres to become more agile economically by helping businesses to work cooperatively, increase their digital offer and support local supply chains, including local delivery services
- Finance and Local Government
 - Promote the purchasing of made-in-Wales products and services
- Climate Change
 - Embed our response to the climate and nature emergency in everything we do
 - Empower communities to have a greater stake in local regeneration

The text boxes are expandable and allow up to 2000 characters. This is not the number of words allowed, but the number of characters. Please bear this in mind when completing your form.

The questions in this section are mandatory and you will not be able to submit your form without completing them.

Welsh Marine and Fisheries Scheme - Marketing Measures Form

Project Plan - Cross Cutting Themes

Questions marked with * are mandatory.

Please provide evidence of how your project will contribute towards the cross cutting themes of:

- Promoting and supporting Welsh Language
- Build an economy based on the principles of fair work, sustainability and the industries and services of the future
 - Enable our town centres to become more agile economically by helping enterprises to work cooperatively, increase their digital offer and support local supply chains, including local delivery services
- Finance and Local Government
 - Promote the purchasing of made-in-Wales products and services
- Climate Change
 - Embed our response to the climate and nature emergency in everything we do
 - Empower communities to have a greater stake in local regeneration

Promoting and supporting Welsh Language*

Build an economy based on the principles of fair work, sustainability and the industries and services of the future - Enable our town centres to become more agile economically by helping enterprises to work cooperatively, increase their digital offer and support local supply chains, including local delivery services*

0 / 2000

The screenshot shows a web application interface for the 'Wales Marine and Fisheries Scheme - Marketing Measures Form'. On the left is a sidebar menu with the following items: Introduction, Privacy Notice, Enterprise Details, Project Overview, Project Plan, Project Plan - Strategic Fit, Project Plan - Suitability of Investment, Project Plan - Project Delivery, Project Delivery - Risk Management, Project Plan - Long Term Sustainability, Project plan - Project Management, Project plan - Value For Money, Project Plan - Cross Cutting Themes (highlighted in blue), Project Plan - Indicators and Outcomes, Financial and Compliance, Checklist of Supporting Documents, and Submission. The main content area contains three large text input fields. The first field is titled 'Finance and Local Government - Promote the purchasing of made-in-Wales products and services*' and has a '0 / 2000' character count. The second field is titled 'Climate Change - Embed our response to the climate and nature emergency in everything we do and Empower communities to have a greater stake in local regeneration*' and also has a '0 / 2000' character count. At the bottom right of the form, there are navigation buttons: '< Previous', 'Save', and 'Next >'. The 'Next >' button is highlighted with a red box in the subsequent image.

When you have finished filling in your answers, select the **Next** button.

A close-up view of the navigation buttons at the bottom of the form. The buttons are 'Previous', 'Save', and 'Next'. The 'Next' button is highlighted with a red rectangular border.

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Project Plan - Indicators and Outcomes

The Indicators and Outcomes page is where you will provide information on how the project will contribute to the scheme Performance Indicators (PIs).

The PIs (case level indicators) that will be monitored as a result of the investment are:

- Number of jobs created
- Number of jobs secured
- Number of New Markets identified/secured
- Increase in Revenue and / or other sales
- Number of Market surveys / studies / research carried out compared to previous years.

The online form will list the relevant PIs and you will need to set targets against at least **two** of these.

Explain how the target will be met.

Explain how progress will be monitored, including any arrangements for external evaluation where necessary.

Your project may not be supported if you do not select a minimum of two from the list of case level indicators shown. More than two case level indicators can be selected.

Projects will be required to provide Welsh Government with targets for each of the indicators selected. These targets will need to be broken down so that progress can be measured at various points during the lifetime of the project (operation).

Performance Indicator Name	Definition
Case Level Indicator	<u>MUST ANSWER AT LEAST 2 case level indicators</u>
Number of jobs created or secured	<p>Total number of permanent jobs created or secured through supported projects expressed in full time equivalent (FTE). It relates to employment when the project is up and running, i.e. does not include the project management role.</p> <p>Voluntary work should not be counted but self-employment is included. Data is calculated in FTE; therefore, if an existing halftime job is transformed into a full time job, the value of the indicator is 0.5 (a half job is considered created). To count one job created, the duration of the contract should be one year or more (e.g. a six month contract at 100% is 0.5).</p>
Number of New Markets identified / secured	<p>Total number of new markets identified or secured based on evidence of activity in prospective markets.</p> <p>A new market is a foreign or domestic market where there was previously no activity from the applicant for a particular product or service.</p> <p>A secured market is an existing foreign or domestic market where the applicant already delivers a particular product or service and where that sales or activity is improved or increased.</p> <p>Activity in a market may include research, marketing, negotiations with buyers, tests, sales.</p> <p>The total number of new or secured markets is measured against a baseline of either 2021-2022 financial year or the average of the previous 2019-2022 financial years.</p>
Increase in Revenue and / or other sales	<p>The Increase in either revenue and or sales by quantity or value based on a baseline of either 2021-2022 financial year or the average of the previous 2019-2022 financial years.</p>
Number of Market surveys / studies / research carried out compared to previous years	<p>The Increase in total number of either market surveys, studies and/or research carried out on a specific topic by the enterprise compared to the baseline of either 2021-2022 financial year or the average of the previous 2019-2022 financial years.</p>

The Indicators and Outcomes page is where you will provide information on how targets will be met along with monitoring and progress to meet the Case Level Indicators.

The questions in this section are mandatory and you will not be able to submit your form without completing them.

On the Case Level Indicator Table, select 'Add Indicator' blue button to provide responses to the Case Level Indicators as per table above.

Project Plan - Indicators and Outcomes

Questions marked with * are mandatory.

Complete the indicators and outcomes table, you must enter details for at least 2 indicators.

Case Level Indicator Table

Click 'Add Indicator' to select a Case Level indicator.

No Entries

Add Indicator

Please select the Case Level Indicator you wish to respond to from the drop-down list available.

Project Plan - Indicators and Outcomes - Case Level Indicator Table

Questions marked with * are mandatory.

Case Level Indicator*

Enter Number*

Enter Details*

How will the Target be met?*

How will progress be monitored, including any arrangements for external evaluation where necessary?*

Please Select

Please Select

Number of jobs created

Number of jobs secured

Number of New Markets identified / secured

Increase in Revenue and / or other sales

Number of Market surveys / studies / research carried out compared to previous years

0 / 500

0 / 500

0 / 500

Responses to all the questions are mandatory and you will not be able to submit your form without completing them.

Project Plan - Indicators and Outcomes - Case Level Indicator Table

Questions marked with * are mandatory.

Case Level Indicator*

Enter Number*

Enter Details*
0 / 500

How will the Target be met?*
0 / 500

How will progress be monitored, including any arrangements for external evaluation where necessary?*
0 / 500

YOU MUST EVIDENCE AT LEAST 2 CASE LEVEL INDICATORS

Wales Marine and Fisheries Scheme - Marketing Measures Form

Project Plan - Indicators and Outcomes

Questions marked with * are mandatory.

Complete the indicators and outcomes table, you must enter details for at least 2 indicators.

Case Level Indicator Table

Click 'Add Indicator' to select a Case Level indicator.

Please make at least 2 entries.

Case Level Indicator	Number	Measurable Outcome	How targets Met	How Progress Monitored	
Number of jobs secured	250	a	a	a	<input type="button" value="Add Indicator"/> <input type="button" value="Multi"/> <input type="button" value="Delete"/>

Once both Case Level Indicators responses have been added, save your entries and return to the main Indicators and Outcomes page.

Welsh Marine and Fisheries Scheme - Marketing Measures Form

Project Plan - Indicators and Outcomes

Questions marked with * are mandatory

Complete the indicators and outcomes table, you must enter details for at least 2 indicators.

Case Level Indicator Table

Click 'Add Indicator' to select a Case Level indicator.

Case Level Indicator	Number	Measurable Outcome	How targets Met	How Progress Monitored	
Number of jobs secured	250	a	a	a	<input type="button" value="Monitor"/> <input type="button" value="Delete"/>
Number of New Markets identified / secured	1	a	a	a	<input type="button" value="Monitor"/> <input type="button" value="Delete"/>

Navigation: < Previous Save Next >

When you have finished filling in all your answers, select the **Next** button.

Navigation: < Previous Save Next >

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Project Plan - Financial and Compliance

In the final sub-section within the Project Plan you will be required to provide information on the financial aspect and compliance of your project.

All Projects

How will you intend to fund the investment in addition to the grant (where applicable). Provide evidence to support your application.

What is the financial need for the grant? What would happen without any support.

Provide a detailed explanation of the amount, purpose and grant body of any public funding the enterprise has received within this and the previous two financial years.

In answering the above you must consider and include the following in your explanations:

Explain how you as the applicant intend to meet the financial and compliance obligations required for the delivery of the project.

Outline the sources of finance for this proposal. You must indicate if each source of funding is already secured or only provisional. There are four elements that may be covered in the financial data:

- Profit and loss account;
- balance sheet;
- cash forecast;
- and turnover.

Please outline your assumptions concerning turnover and cash flow.

Please list your research sources.

Provide an assessment of the project affordability i.e. evidence that applicant can sustain the costs with the grant funding.

The Financial and Compliance page is where you will provide details on how the Project will be funded, in addition to any grant awarded, and how you are going to comply with any obligations required.

The text boxes are expandable and allow up to 4000 characters. This is not the number of words allowed, but the number of characters

The questions in this section are mandatory and you will not be able to submit your form without completing them.

When you have finished filling in your answers, select the **Next** button.

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Checklist of Supporting Documents

The Checklist of supporting documents page is a list of all documentation that you are required to submit with you application, along with a list of some of the other documents you may need to submit to support your application depending on your project.

All supporting documents **must** be submitted by the deadline.

You will also be asked if the enterprise is less than 3 years old and therefore you are unable to provide 3 years of certified accounts. You will be asked to supply all accounts available and asked to tick the box to confirm.

You must select at least one method of supporting document submission in order to proceed to the next page.

When you have finished selecting your answer, select the **Next** button.

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Submission

Errors, Information and Summary

The next section will show any Errors on your application, and a Summary of your application.

The text you have written in any of the large text boxes will not display here but it will be shown in the PDF summary that will be sent to you via RPW Online once you have successfully submitted your application.

The following screenshot shows the message that will display if there are errors and these will be identified for you to rectify:

There are errors present on your form. Please review and correct any errors.

Once you have checked the summary and corrected any errors click on the **Next** Button.

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Declaration and Undertakings

You must read the Declaration and Undertakings section shown in the following screenshot and once you have done so, tick the box at the bottom to confirm you agree to these as shown in the screenshot below:

Welsh Marine and Fisheries Scheme - Marketing Measures Form

Declaration and Undertakings

Please tick the box to accept the declarations and undertakings.

- I confirm that I have read and understood the relevant Scheme Rules and Guidance Notes and permit the Welsh Government to use my information to support my application.
- I declare that the project would not be carried out but for the grant requested and that the level of grant applied for is the minimum necessary for the project to proceed.
- I undertake to meet any statutory obligations such as Health and Safety; employment; hygiene; environmental management and protection; animal or crop health and welfare that apply during the time of this project.
- I understand that the Welsh Government may need to update the rules and conditions to take account of changes made to the Government of Wales Act 2006.
- I agree to abide by any changes following notification by the Welsh Ministers.
- I agree to comply with all applicable domestic, or international laws or regulations or official directives.
- I have given details that are true, accurate and complete to the best of my knowledge and belief on this application and any supporting documentation.
- I confirm that all pre-populated details are correct or have been amended if incorrect.
- I undertake to notify Welsh Government of any planned changes to the nature or construction of this project prior to implementation.
- I confirm that no work on this project has been undertaken other than consultancy work, site purchase, the obtaining of quotations, or the drawing up of site plans.
- I acknowledge that neither Welsh Government nor any adviser appointed by Welsh Government shall be responsible for any advice given, including without limit any advice given in relation to this application or business development plan, and that I am solely responsible for all business decisions undertaken.
- I undertake to notify Welsh Government of any changes to the details provided in the Applicant Details part of the form.
- I understand that the Welsh Government displays 'Error' and 'Information' messages in the sections of the application only as an aid for completion and submission of the application.
- I will allow officers of the Welsh Government or their duly authorised agent, access to and inspect land and any relevant equipment, facilities and all records and information needed to establish my eligibility and the accuracy of the information provided for which I am making this application.
- I agree.
- Not to undertake work prior to entering the Welsh Marine and Fisheries Scheme that damages the environment and understand that such action could result in rejection of my application.
- I agree to maintain adequate insurances to cover against the risks which may arise in connection with any property or any activity undertaken in delivery of the Purposes. We reserve the right to require you to provide proof of your insurance.
- I understand that:
The Welsh Government may need to share some information about my Welsh Marine and Fisheries scheme application with other organisations and I agree to any necessary disclosures or exchanges of information.
The Welsh Government may also obtain information about me from certain other organisations or provide information about me to them in order to verify the accuracy of the information, prevent or detect crime and protect public funds. These other organisations include government departments, local authorities and other bodies as appropriate.
The publication and disclosure of information by the Welsh Government will be in accordance with the obligations and duties under the Freedom of Information Act 2000, the Data Protection Act 2018 and the Environmental Information Regulations 2004. Other information provided may also be disclosed where permitted by law.
- Any person who makes a false declaration or fails to notify the Welsh Government of a material change to the information given in this application may be liable to prosecution. A false, inaccurate or incomplete statement or failure to notify the Welsh Government of any material changes to the information given in this application may result in termination of contract and/or recovery of any Payments.

I agree to the above declarations and undertakings *

Once you have read the Declarations and Undertakings **tick** the box to confirm that you have read and agree to them.

I agree to the above declarations and undertakings *

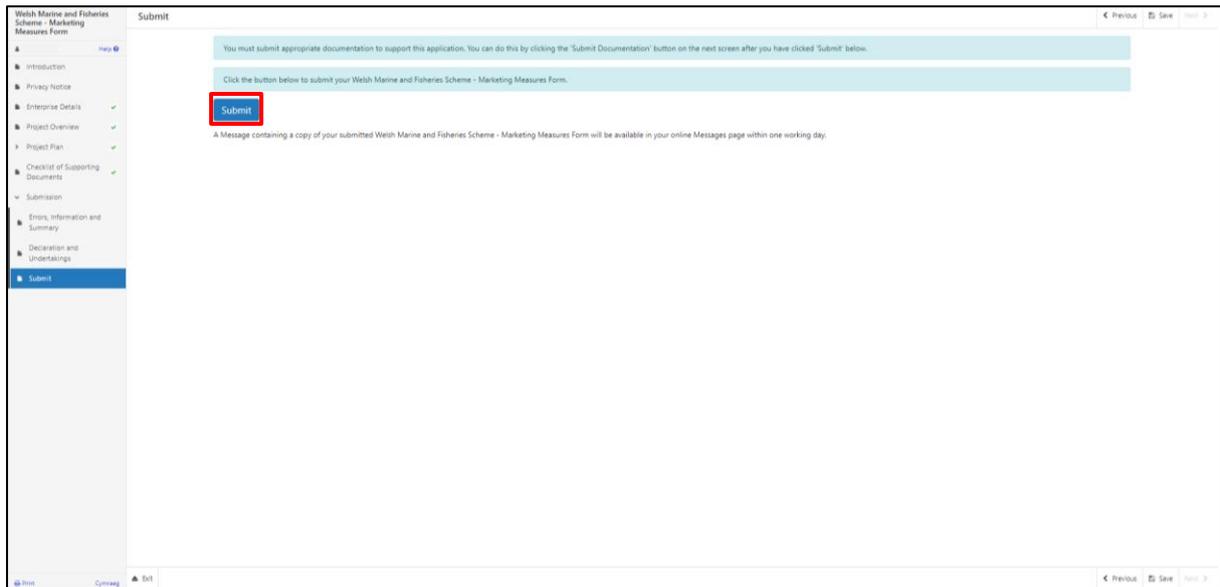
Click on the **Next** Button to continue to the Submission page.

Previous Save **Next**

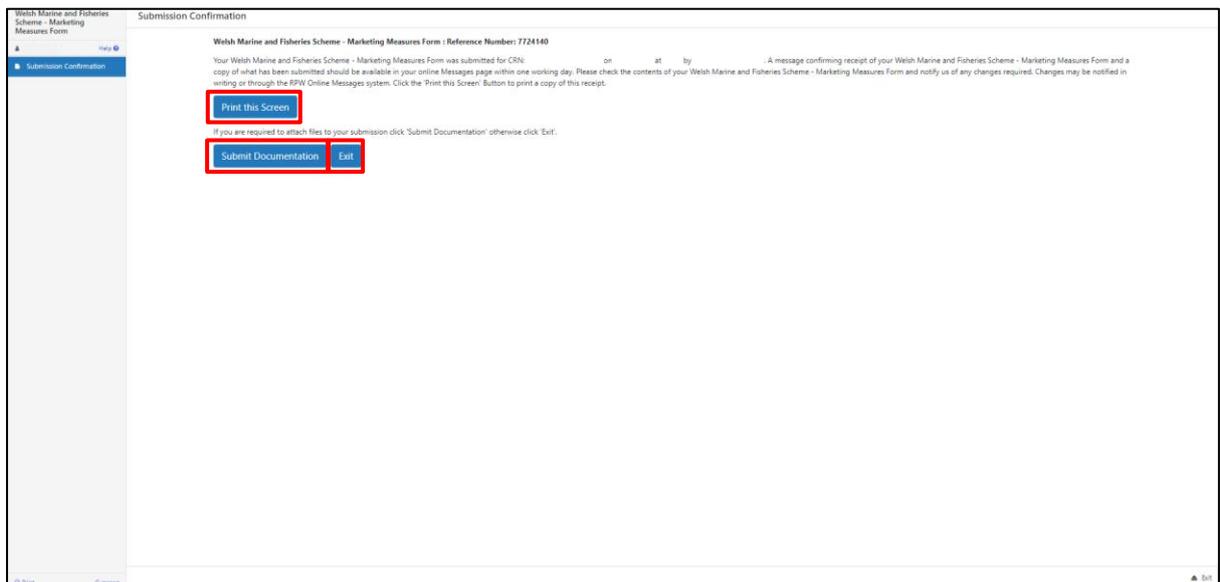
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Submission Page – Submit

To submit your Welsh Marine and Fisheries Scheme: Marketing Measures Application Form click on the **Submit** Button.



Once submitted, you will see a Submission Confirmation page which you can print for your own records, by selecting the **Print this Screen** button.



You can now select the **Submit Documentation** button to go directly to your Messages page in RPW Online, or you can select the **Exit** button.

Please Note: Once the application is submitted, you cannot amend the items you have selected.

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Following Successful Submission

A summary of your completed Welsh Marine and Fisheries Scheme: Marketing Measures Application Form will be added to the 'Messages' page on your RPW Online account under the title "Documents received by RPW". Ensure you check the information submitted thoroughly. If any of the information shown is incorrect, please reply to the Message detailing your concerns. You should do this as soon as you discover any incorrect information.

If you are encountering problems or are unable to access our website, please contact the RPW Online Helpdesk on 0300 062 5004.

What happens next?

There are two possible outcomes from full application appraisal:

1. Your project is ineligible and is not approved for an award. You will be informed of the reasons why your application was not successful via your RPW Online account. You may apply again with the same project should further application windows be made available, (amending the application if you wish) **but only if you have not started work.**
2. Your project is eligible and is approved for an award. A contract will be issued to you setting out the terms and conditions of the award via your RPW Online account which you will be asked to accept within 30 days as agreement that you accept the terms and conditions therein. The contract will also provide you with the authority to start work. You will need to accept or decline the offer of contract within 30 days. Failure to accept the contract within 30 days will lead to the contract being withdrawn.

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Contacts

RPW Online

Access the RPW Online service via the Government Gateway at www.gateway.gov.uk, or once you have enrolled for the RPW Online service, access it via www.wales.gov.uk/RPWOnline. If you are not yet registered with RPW Online, please refer to the Welsh Government website for the how to register guidance or call the Customer Contact Centre on 0300 062 5004.

Enquiries – Customer Contact Centre

For all enquiries, please contact the **RPW Customer Contact Centre**
Enquiries can be submitted via RPW Online at any time.

Access to Welsh Government offices for people with disabilities or special needs

If you have any special needs which you feel are not met by our facilities, contact the Customer Contact Centre on 0300 062 5004. Welsh Government officials will then endeavour to make arrangements to accommodate your requirements.

Welsh Government Website

For all of the latest Marine and Fisheries information, visit the [Welsh Government website](#).