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| **Project Business Plan**  ***Confidential*** |

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| **Diversification and new forms of income** |

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| **To be filled in by applicant:**  **Address Line 1** |
| **Address Line2** |
| **City, Postcode** |
| **Tel: (++356) XXXXXXXX** |
| **Fax: (++356) XXXXXXXX** |
| **Email: name@domain.com** |



**Declaration**

(insert name of applicant Service Provider) is an economic operator having the competence and expertise in the provision of consultancy and is included in the list of consultants as approved by the Managing Authority.

Consultancy services provided shall not be of a periodical or continuous nature, or in relation to the normal operating costs of the beneficiary. Undertaking, such as routine tax consultancy services, regular legal services or advertising or related to legal and regulatory obligations arising from the nature of the beneficiary’s operations and economic activity.

Consultancy services shall only be provided to external Undertakings which are autonomous and unrelated to the Service Provider.

By submitting this application for enrolment (insert name of applicant Service Provider) is accepting to provide consultancy services in line with the binding [Guidelines for Consultancy Service Providers](https://fondi.eu/wp-content/uploads/2025/03/Consultancy-Service-Providers-Guidelines.pdf) issued by the Managing Authority.

The applicant accepts that the Managing Authority will conduct the necessary checks to confirm that the consultancy services provided are in line with these guidelines

**Data Protection Declaration**

Personal Data supplied to the Managing Authority (MA) within the scope of implementation of projects being co-financed by the EMFAF funds is processed, in accordance with Community obligations according to law and in line with the provisions of Regulation (EU) 2016/679  of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) and any subsequent amendments, by the MA and by other stakeholders and competent authorities mandated to implement, monitor, execute payments, controls and audit the project/contract.

The call shall seek to support fishermen through funding to allow for diversification of investments to expand the company’s competitiveness.

External consultancy services shall be procured to support the decision making and writing of the business plan addressing the proposed investment initiative.

**Mission Statement**

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| The mission statement defines the business the organisation is in today. Provide a brief description of the main business activities carried out by the applicant.   |  | | --- | |  | |

**General Entity Description**

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| This section could provide:   * the basic entity information, including the set up and ownership of the entity, * relevant legislation (if applicable), and * brief description of the mainstream operations  |  | | --- | |  | |
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**SWOT Analysis**

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| This section should present the strengths and weaknesses (internal) and opportunities and threats (external) faced by the applicant’s business.   |  | | --- | |  | |

**Purpose**

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| This section should describe the reason for undertaking the project, indicating the expected benefits and the investment proposal.   |  | | --- | |  | |

**Objectives**

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| 1. This section should define the product and results to be achieved by the project, its returns and benefits. Commitment towards specific outcomes and results, as well as provision of a yardstick against which performance and progress can be measured, should be shown. Objectives should be clear, specific, measurable, achievable, acceptable, realistic, time bound and consistent with the strategy.  |  | | --- | |  |  1. **Innovation**   Please provide a description indicating business originality beyond mainstream concepts.   |  | | --- | |  | |

**Areas of Work**

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| This section should define the areas of work into which the project will be divided, providing a brief description of the works to be carried out in each area.   |  | | --- | |  | |
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**Project Budget**

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| **A. Estimated Budget Breakdown (all figures must be quoted in EUR)**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Items of expenditure** | **NET**  **(€)** | **VAT**  **(€)** | **Other Costs (€)** | **Gross**  **(€)** | | Consumables and Supplies |  |  |  |  | | Equipment |  |  |  |  | | Evaluation and Research |  |  |  |  | | Project Management |  |  |  |  | | Publicity and Dissemination[[1]](#footnote-1) |  |  |  |  | | Services |  |  |  |  | | Staff Costs |  |  |  |  | | Training |  |  |  |  | | Travel |  |  |  |  | | Works |  |  |  |  | | Other Costs *(please specify)* |  |  |  |  | | **Sub-total eligible expenditure** |  |  |  |  | |  |  |  |  |  | | **Non-eligible expenditure** |  |  |  |  | | *Other costs (please specify)* |  |  |  |  | | *VAT non-eligible (list in accordance to item of expenditure specified above)* |  |  |  |  | |  |  |  |  |  | | **Subtotal non-eligible expenditure** |  |  |  |  | | **Grand Total** |  |  |  |  |   *If necessary, additional rows may be added.*  **Financial Plan**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Eligible[[2]](#footnote-2) |  |  |  |  |  | |  |  |  |  |  |  | | Non-Eligible |  | VAT Non- Eligible |  | Total Non-Eligible |  | |  |  |  |  |  |  | |  |  |  |  | **Total** |  | |

**B. Revenue generation (all figures must be quoted in EUR)**

Specify whether the operation is expected to generate net revenue[[3]](#footnote-3) during implementation and/or after its completion

|  |  |
| --- | --- |
| During implementation only | Yes  No |
| During implementation and after its completion | Yes  No |
| After its completion only | Yes  No |

If **Yes**, below indicate the net revenue estimated amount generated over a period of 3 years during implementation/during implementation and after completion/following completion of the operation and describe how this will be generated:

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**Finance Sources**

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| This section should indicate the source of the funding for the project, including:   * Own Resources; * Consolidated Fund (if applicable); * EU Funds – Structural Funds (if applicable), European Maritime Fisheries and Aquaculture Fund; and * Any other financing source – to be specified.  |  | | --- | |  | |

**Milestone Plan and Responsibility Chart**

This section should identify the major milestones, their scheduled start and finish, and who has overall responsibility for the milestone.

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| --- | --- | --- | --- | --- | --- |
| **No.** | **Milestone Description** | **Start (insert date)** | **Finish**  **(insert date)** | **Responsible Person** | **Estimated Cost of the Activity Implemented** |
| **1** |  |  |  |  |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |
| **4** |  |  |  |  |  |
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**Operation Risk Assessment**

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| This section should identify risks and assumptions. It should also indicate the risks (low, medium or high probability) and the risk analysis, the risks consequences and probability of occurrence, and should identify corrective measures to address the risks (low, medium or high impact) on the project.   |  | | --- | |  |   **Sustainability of the Project**  Describe how the benefits of the operation will continue to be delivered after grant support comes to an end and how the operation will be financially supported following completion (minimum of 5 years from final payment to the beneficiary) taking into consideration costs in relation to any maintenance work expected (if any) to ensure that the operation proposed remains viable.     |  | | --- | |  | |

**Measures of Success**

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| These measures provide a yardstick that will indicate if the initiative or project has been successfully completed. Such measures must be clearly defined, detailing the method of measurement, the data sources to be used and the time period of the measurement. The targets represent measurable indicators of activities expressed in tangible measures for the performance measurements. They should be objective, controllable, simple, timely, accurate, graded, cost effective, useful and motivating.   |  | | --- | |  | |

1. This relates to promotional activities to be implemented by the applicant such as newspaper adverts, plaques/stickers affixed to buildings or equipment which investment was financed through the EMFAF grant to promote the project. [↑](#footnote-ref-1)
2. In order to be considered eligible, the operations’ costs need to be in line with relevant EU Regulations mainly the EMFAF Regulation, the Common Provisions Regulation, the National Eligibility Rules and any subsequent modifications. [↑](#footnote-ref-2)
3. ‘Net Revenue’ means cash in-flows directly paid by users for the goods or services provided by the operation, such as charges borne directly by users for the use of infrastructure, sale or rent of land or buildings, or payments for services less any operating costs and replacement costs of short-life equipment incurred during the corresponding period. [↑](#footnote-ref-3)