



Llywodraeth Cynulliad Cymru
Welsh Assembly Government

The European Fisheries Fund (EFF)

Welsh Assembly Government

Food Fisheries and Market Development Division

Rhodfa Padarn
Llanbadarn Fawr
Aberystwyth
Ceredigion
SY23 3UR
EFF ProjectsTeam@wales.gsi.gov.uk

Fax:0300 0622065

Claim for EFF Grant

Claim for Payment (Arrears)

- Please contact the Welsh Assembly Government (“WAG”) if you require any clarification or help with answering any of the questions on this form.
- Your claim **cannot** be considered for payment unless all the information required, by the grant offer letter and its annexes, is complete and enclosed with this claim form (including, where appropriate, the annual independent Accountant’s Report).
- WAG reserves the right to seek further information in support of the claim and withhold payment until details are supplied. In accordance with this all documentation must be available for inspection if required and retained by you until the final payment has been made under the programme i.e. 2020.
- A report must be provided showing progress made against Project Targets and Outputs set out in Annex B of the grant offer letter.

Before you claim

Check that you are within the agreed Funding and Projected Quarterly Claim Profiles set out in Annex A of the grant offer letter (or as agreed in any subsequent correspondence from WAG). If your project is delayed for any reason you must write to WAG as soon as you become aware of the delay. Provided your request is received by WAG before the relevant deadline expires, WAG will consider your request for an extension in accordance with the relevant legislation and the grant offer letter and its annexes.

Check that all of the costs that are to be entered in Section B (Parts 1 & 2) on this claim have been properly incurred and defrayed, that is, the payment to the supplier has cleared from your bank account. It is not sufficient to have an invoice that is marked as paid nor that you have issued a cheque or other form of payment. It is essential that you can provide documentary evidence that the payment has been received by the supplier. We will require a copy of the relevant bank statement, all invoices (stamped by the supplier to indicate payment has been received). These need to be highlighted on the statements and cross referenced to the actual invoice.

NB. All claims should exclude VAT except where it is non-recoverable.

Claims Checklist

1. Claim Form checked as fully completed, signed and dated.
2. Evidence of activity: copies of invoices (with evidence of receipt) / timesheets / payslips etc.
3. Evidence of defrayment: i.e. copies of bank statements, payroll etc.
 - a. Printout of BACS payroll should show which organisation computer system was used (e.g. SAGE etc).
 - b. Evidence should include confirmation that the wages of the people claimed for are on that payroll - i.e. printed payslip/list.
4. Project report completed including an explanation of any changes.
5. Workings out - please provide any additional explanation where appropriate of how figures have been arrived at.

Section A – Applicant
Please use Block Letters

Company name: Bangor University

Project Ref: 843195

1. Name of Applicant Bangor University

2. Full postal address for correspondence

Christine Davey
Accountant (Structural Funds)
Finance Office
Bangor University
College Road
Bangor

Postcode: LL57 2DG

Telephone number: 01248 382136

(incl. STD code)

Fax number:
(incl. STD code) 01248 382042

Contact name: Mrs Christine Davey

SECTION B – Part I

Project Assets

Please complete the table below giving details of all **eligible** capital expenditure you have defrayed on new assets not yet provided and incurred on new assets actually provided during the period of the claim.

Actual Spend- for Claim Period 12/03/12 to 31/08/12

Item No:	Quantity	Description of Asset	Plant or serial No.	Expenditure on which grant is claimed	Tick invoice attached	Tick evidence of defrayment attached
1_1 Capital equipment		M1100e Marine portable scale SCA-pm1e-4200-060wm, 20kg calibration plummet, m1100 marine scale SCA-PM11-2260-006y, Delivery Charge		£ 420.00	y	y
1_2 Capital equipment		M1100e Marine portable scale SCA-pm1e-4200-060wm, 20kg calibration plummet, m1100 marine scale SCA-PM11-2260-006y,		£ 9,471.60	y	y
1_3 Capital equipment		LORRIMAR WEIGHING LTD Lee Murray Repair pf balance - Card Purchase MARALYN LORRISON		£ 846.00	y	y
1_4 Capital equipment		ACTION CAMERAS LTD camera accessories - H Hinz - Card Purchase LORNA A ROBERTS (Charger Case & Cover for Go Pro Camera)		£ 95.46	y	y
1_5 Capital equipment		Amazon *Mktplce EU-UK Go Pro Camera, laminator & SDHC card- Hilmar Hinz - Card Purchase LORNA A ROBERTS		£ 295.26	y	y
Total				£11,128.32		
Plus expenditure from continuation sheets						
Total expenditure				£11,128.32		

Section B– Part II Revenue expenditure

Please complete the table below giving details of **eligible** revenue expenditure you have defrayed on which you are seeking grant aid.

Item No:	Quantity	Description of Asset	Plant or serial No.	Expenditure on which grant is claimed	Tick invoice attached	Tick evidence of defrayment attached
1_6 Consumables		WWW.SONICDIRECT.CO.UK Freezer for sample storage - Card Purchase DAVID ASSINDER		£ 371.99	y	y
1_7 Consumables		Amazon *Mktplce EU-UK rechargeable LI-ON battery for Camera- H Hinz - Card Purchase LORNA A ROBERTS		£ 16.99	y	y
1_8 Consumables		Alterations to Harman Grab Sampler equipment by Cyclone Marine Ltd		£ 590.40	y	y
1_9 Consumables		WWW.TOURING-GEAR.COM Zarges storage boxes- H Hinz - Card Purchase LORNA A ROBERTS		£ 901.85	y	y
1_10 Consumables		RS COMPONENTS digital multimeter- Hilmar Hinz - Card Purchase LORNA A ROBERTS		£ 38.99	y	y
1_11 Consumables		Amazon EU Laminating pouches - H Hinz - Card Purchase LORNA A ROBERTS		£ 8.70	y	y
1_12 Consumables		Water cooler Installation Inc Advance rental @ £72.00 and hygiene check & water supply		£ 110.38	y	y
1_13 Consumables		WWW.NORWESTMARINE.CO.U (Lee Murray) 2 x KRU Falcon 275R solas Life jackets - Card Purchase MARALYN LORRISON		£ 369.60	y	y
1_14 Consumables		Printer Toner HP 53X for HP Laserjet 2015,		£ 97.99	y	y
1_15 Consumables		MAPLIN LLANDUDNO LL30 Cable and Sockets for Pier Pavillion - Card Purchase GRAHAM WORLEY b28727 19039318 refers		£ 119.94	y	y
1_16 Consumables		Amazon EU H Hinz DVD Verbatim 43549 16 x DVD-R 4.7 GB - Card Purchase MARALYN LORRISON		£ 20.90		y

European Fisheries Fund – Claim for Payment

1_17 IT equipment		3 x SAMSUNG NP300ESA-AOH, Quotation 541875 STONEPC -1103 5 x Monmon-323,		£ 5,359.20	y	y
1_18 PGRA Travel		THETRAINLINE.COM G Lambert Train Ticket Manchester Oxford Road for airport ref Course in Copenhagen "Fisheries Stock Assessment " 08/07/12 to 13/07/12- Card Purchase MARALYN LORRISON		£ 49.20	y	y
1_19 PGRA Travel		EDREAMS LIMITED G Lambert Flight – Easyjet 08/07/12 Manchester to Copenhagen for "Fisheries Stock assessment" Course Card Purchase MARALYN LORRISON		£ 90.04	y	y
1_20 PGRA Travel		Scandinavian Airlines - 1179476400651 G Lambert Flight Copenhagen to Manchester 13/07/12 Return from "Fisheries Stock Assessment" Course- Card Purchase MARALYN LORRISON		£ 103.60	y	y
1_21 PGRA Travel		ICES stock assessment course Fees- Gwladys Lambert - Card Purchase LORNA A ROBERTS		£ 416.36	y	y
1_22 Salaries		Timesheet allocated salary cost for May 2012		£ 1,163.54	y	y
1_23 Salaries		Timesheet allocated salary cost for June 2012		£1,033.26	y	y
1_24 Salaries		Timesheet allocated salary cost for June 2012		£ 3,408.56	y	y
1_25 Salaries		Timesheet allocated salary cost for May 2012		£ 2,660.46	y	y
1_26 Salaries		Timesheet allocated salary cost for June 2012		£ 266.62	y	y
1_27 Salaries		Timesheet allocated salary cost for July 2012		£ 369.83	y	y
1_28 Salaries		Timesheet allocated salary cost for May 2012		£ 98.68	y	y
1_29 Salaries		Timesheet allocated salary cost for June 2012		£ 465.84	y	y
1_30 Salaries		Payroll Costs - Jun 12 - 201203		£ 3,804.20	y	y
1_31 Salaries		Payroll Costs - Jul 12 - 201204		£ 3,804.20	y	y

European Fisheries Fund – Claim for Payment

1_ 32 Salaries		Payroll Costs - Jun 12 - 201203		£ 3,085.55	y	y
1_ 33 Salaries		Payroll Costs - Jul 12 - 201204		£ 3,085.55	y	y
1_ 34 Salaries		Payroll Costs - Jun 12 - 201203		£ 3,085.55	y	y
1_ 35 Salaries		Payroll Costs - Jul 12 - 201204		£ 3,085.55	y	y
1_ 36 Salaries		Timesheet allocated salary cost for Aug 2012		£ 3,468.46	y	y
1_ 37 Salaries		Timesheet allocated salary cost for July 2012		£ 5,238.81	y	y
1_ 38 Ship costs		Cruise ref 16/12 - dates 31/05/12 to 11/06/12 (Accommodation)		£ 2,291.33	y	y
1_ 39 Ship costs		Cruise ref 16/12 - dates 31/05/12 to 11/06/12 (Laundry)		£ 25.49	y	y
1_ 40 Ship costs		Ship recharge £4,370 per day at 12 days - 31 May to 11 Jun 2012 (Daily rate recharge)		£ 52,440.00	y	y
1_ 41 Ship costs		Cruise ref 16/12 - dates 31/05/12 to 11/06/12 (Fuel)		£ 6,765.44	y	y
1_ 42 Ship costs		Cruise ref 16/12 - dates 31/05/12 to 11/06/12 (Consumables)		£ 271.44	y	y
1_ 43 Staff recruitment		Advertising costs for 12-11/246-47 (Inv No 009048) g70430 transaction 20176167 refers		£ 430.00	y	y
1_ 44 Staff Recruitment		DINNER FOR INTERVIEWEES FOR 4 POSTS - * interviewees & full staff list supplied 02/08/12		£ 259.25	y	y
1_ 45 Accommodation costs		MENAI CLEANING SUP CLEAN/MAINT/JANITORAL SERV – Sealing & Clean concrete floors - Card Purchase LEN B ROBERTS		£ 360.00	y	y
1_ 46 Accommodation costs		LAIDLAW MISC SPECIALTY RETAIL - Card Purchase LEN B ROBERTS Misc keys for Pavilion		£ 176.46	y	y
1_ 47 Accommodation costs		EVANS BROTHERS HARDWARE STORES - Keys - Card Purchase LEN B ROBERTS		£ 35.91	y	y
1_ 48 Accommodation costs		Please relocate 8 units of furniture to Pier Pavilion from Ocean Sciences Menai Bridge,		£ 192.00	y	y

European Fisheries Fund – Claim for Payment

£ 11,128.32
£ 110,038.11
£121,166.43

**Section C –
Progress Report**

Projected Project Targets and Outputs as per Annex B of the offer letter:

Planned Outputs	2012	2013	2014
Appoint 5 staff for duration of project	5		
Integrate Existing & Fishermans Knowledge	1	1	
Scallop Abundance & Biomass map		1	1
Scallop Industry Sampling Programme		1	1
Mussel seed habitat map		1	1
Benthic Habitat Mapping	1	1	1
Diversity of seabed fauna (SME)		1	1
Crustacean fisheries population sampling	1	1	1
Other fisheries population sampling	1	1	1
Modelling Connectivity		1	1
Management scenario modelling			1

Planned Results	2012	2013	2014
Science User Advisory Group Report	1		
Fisher Knowledge map		1	
Preliminary Scallop Survey data		1	
Fisher sampling training workshop	1		
Fisheries sampling programme		1	1
Model outcome to understand Connectivity		1	1
Management scenarios outputs			1
Set effort and technical measures			1



European Fisheries Fund Project

Sustainable Fisheries for Welsh waters

Progress report 17.09.2012



Y Gronfa Pysgodfeydd Ewropeaidd:
Buddsoddi mewn Pysgodfeydd Cynaliadwy
European Fisheries Fund:
Investing in Sustainable Fisheries



Llywodraeth Cymru
Welsh Government



PRIFYSGOL
BANGOR
UNIVERSITY

European Fisheries Fund – Claim for Payment

Background:

The sustainable fisheries for Wales project funded by the European Fisheries Fund officially started on the 1st of May 2012. The aim of the project is to provide the fishing industry and Welsh Government with scientific data and advice for the management of marine resources in Welsh waters. The project is divided into previously agreed work packages but also contains a more flexible component that is responsive to the fishing industry needs for specific data or to answer specific scientific questions.

The working progress and the direction of the project is overseen by the Science User Advisory Group (SUAG) consisting of members of the fishing industry (Welsh Fishermen's Association), the Welsh Federation of Sea Anglers, the Countryside Council for Wales (CCW) and Welsh Government. The SUAG met formally for the first time on the 07 September 2012 and was informed about the progress of the project and the research goals over the next months. Minutes of the meeting were recorded and will be up-loaded on the website once it is up and running. The minutes of the meeting form an appendix to this document.

May 2012

- Dr Himar Hinz, Dr Gwladys Lambert and Dr Natalie Hold were appointed to three of the science officer positions.
- The remaining posts were put out to advert.

June 2012

- Dr Himar Hinz, Dr Gwladys Lambert and Dr Natalie Hold started their employment contracts.
- Organisation and execution of the first scallop and habitat survey funded under the project comprised a 10 day research cruise onboard the Prince Madog (31st May – 9th of June). On this cruise population parameters for both king scallops *Pecten maximus* and queen scallops *Aequipecten opercularis* were assessed. Scallop samples were collected for maturation state determination and genetics. Furthermore sediment and infaunal samples around the *Modiolus* reef off the Llyn Peninsula were collected by CCW. Underwater video equipment was deployed at several locations and thereby contributed further to the understanding of habitat identification in Welsh waters.
- The survey addressed the stock assessment aspect and habitat mapping aspects of the project (WP2 and WP3). Please see attached report for details of the survey and results.
- Processing of scallop samples determining maturation state and collection of genetic samples (WP3).
- Data entry and analysis of scallop survey data (WP3).
- Setting up of office space for newly recruited fisheries team.
- Selection of candidates for the remaining positions.

July

- Processing of scallop samples determining maturation state and collection of genetic samples. (WP3 and WP4)
- Data entry and analysis of survey data (WP3).
- Preparing survey report (WP3).

August

- Interview process for open positions and selection of new employees, through presentation and interview with Welsh Fishing Industry representative involved in the interview process (James Wilson).
- Data entry and analysis of survey data (WP3).
- Preparing scallop survey report (WP3).

European Fisheries Fund – Claim for Payment

- Designing new underwater survey sled to be used by the fishing industry.
- Planning collaborative genetic science with Prof. Paul Shaw, Aberystwyth University (WP4).
- Logistics and planning of scallop skid trials off Anglesey and Cardigan.
- Planning of the fishermen's questionnaire survey (WP1)
- Planning of industry crab and lobster surveys (WP3).
- Inviting participants to joined the Science User Advisory Group (SUAG).

Planned work over the next months

- Monitor fishing impacts of scallop fleet in Cardigan Bay to establish recovery rates (WP 2 and 3).
- Establish pilot study to monitor catch compositions for crab and lobster fisheries (WP2).
- Establish pilot study on lobster genetics (WP4).
- Pilot questionnaire survey (WP1).
- Work with industry to establish habitat mapping strategies within Cardigan Bay using the new underwater camera system (WP3).
- Conduct scallop dredge skid trials in Cardigan Bay and Liverpool Bay (WP2 and 3).
- Conduct first questionnaire surveys with fishers (WP1).
- Organise fishermen's workshops in North and South as advised by SUAG for February 2013 during a Spring tide period.

Meetings and workshops attended

Start Date	End Date	Location	Personal invovled	Person and organisation visited	Reason
27.06.2012	28.06.2012	Grimsby	Hilmar Hinz	Seafish	Workshop of fi gear improvem
4.07.2012	4.07.2012	Bangor	Hilmar Hinz, Gwladys Lambert	Fish Map Mon, CCW	Present the rat agree on collab
27.07.2012	27.07.2012	Aberystwyth	Hilmar Hinz, Gwladys Lambert, Mike Kaiser	Scallop fishing working group (WFA)	Present survey science goals
8.07.2012	13.07.2012	Copenhagen	Gwladys Lambert	ICES	ICES stock ass
15.08.2012	15.08.2012	Swansea	Hilmar Hinz, Natalie Hold	Emma Wotton (Swansea University), Jim Evans (WFA), Andy Woolmer (Salacia Marine)	Discuss potent respect to lobs
27.08.2012	27.08.2012	Aberystwyth	Natalie Hold	Prof. Paul Shaw (Aberystwyth University)	Discuss potent respect to gene
7.09.2012	7.09.2012	Aberystwyth	All EFF personal	SUAG (Science user Advisory meeting)	First SUAG me of the

Section D
Declaration by Applicant

1. I declare that the information provided on this claim form, and any other information which has been or may be given in support of this claim, is correct and complete to the best of my knowledge and belief;
2. I declare that the expenditure detailed above has been properly incurred in accordance with all the conditions of grant (as set out in the relevant legislation and the grant offer letter and its annexes) and has been defrayed (i.e. the money has cleared out of the relevant bank account);
3. I wish to claim grant towards the project of which the above project assets / revenue expenditure form a part.
4. I acknowledge that payment of grant will be subject to the conditions of grant (as set out in the relevant legislation and the grant offer letter and its annexes) and undertake (to the Welsh Assembly Government) to comply with these conditions;
5. I confirm that the project has, to date, been conducted in accordance with all the conditions of grant (as set out in the relevant legislation and the grant offer letter and its annexes).

* I am authorised to make this declaration on behalf of the applicant;

Signed

Date

Name in Block Letters

Christine Davey

Position

Accountant (Structural Funds)

Please read through your completed part of the form and check that you have given all the information in accordance with the Audit requirements set out in the Terms and Conditions of the Award.

Warning

Any person who knowingly or recklessly makes a false statement for the purposes of obtaining grant under this Scheme or assisting another to obtain grant may be prosecuted.