



Agriculture and Fisheries Grant Scheme 2016

Knowledge and Innovation Grant Application Form

Please refer to the Scheme Guidelines and Guidance Notes which tell you the rules and conditions of the Scheme, before you fill in this form. You can find this information on our website: www.gov.im/agandfishgrantscheme

For Official Use Only	
File Ref:	

Please write clearly in black ink and use BLOCK CAPITALS.

1.1 Title

1.2 Surname

1.3 First Name(s)

1.4 Business Name (if applicable)

1.5 Address

1.6 Applicant contact numbers
Home Mobile
Business

1.7 Email

1.8 Tax Reference Number

1.9 What is your relationship to the business?
(e.g. proprietor, director, partner, employee, landlord, agent etc.)

If you are an agent and filling in this form on behalf of your client, please state you name here:

1.10 Who is responsible for the day to day running of the business?

1.11 What is this person's position in the business?
(e.g. proprietor, director, partner, employee, landlord, etc.)

1.12 Is this person a "qualified individual" under the terms of this Scheme? Yes No

1.13 **YOUNG FARMERS / FISHERMEN** - If you are applying for enhanced payments for young applicants (please refer to the relevant Guidelines for information), you must only complete the following statements if you, meet the required criteria specified in the Scheme.
I wish to apply to the Young Farmers / Fishermen Supplementary Payment (please tick this box):

My date of birth is as follows:

Note: The Department may require documentary evidence of your eligibility, including proof of age and identity (e.g. Passport or Birth Certificate) and proof of ownership of the business and ownership/tenancy of land.

Please ensure you put down as much information as possible.
If you have any difficulties filling in this form please contact us on 685844 or agriculture@gov.im

Once you have completed this form, please return it to:
Department of Environment, Food and Agriculture, The Slieau Whallian, Foxdale Road, St. Johns, IM4 3AS

Section 2. Knowledge and Innovation Grants

The aim of this support is to encourage a 'can do culture' for those individuals or groups wishing to attend off-Island training sessions/courses/seminars or similar. Up to date quotes from the preferred service providers must be included with this application.

2.1 AB Number (if applicable)

2.2 Company Reg No. (if applicable) 2.3 Vessel Name 2.4 PLN

2.5 Please describe the type of agricultural/fishing activity your trip will involve.

2.6 Application type

Group Individual

2.7 Dates of trip2

Date from:

Date to:

2.8 Please list the total costs you are claiming support for, you will need to send copies of original quotes to accompany your application.

Travel Costs	<input type="text"/>	Conference Costs	<input type="text"/>
Entry Fees	<input type="text"/>	Training Fees	<input type="text"/>
Accommodation Costs	<input type="text"/>	Total Costs	<input type="text"/>

2.9 Please explain what will be achieved and learned during the trip.

2.10 How will this benefit the applicant and industry on the Isle of Man?

2.11 How will the knowledge and experience gained be transferred to the Farming Industry on the Isle of Man?

**If you do not fill in all of the relevant sections the form may be returned back to you.
You can find additional information in Section 5.**

Section 3. Partial Budget

If your total expenditure is between £2,000 and £15,000 you will need to fill in this Section. For a worked example, please refer to Appendix III of the "Agricultural and Horticultural Production Businesses Guidelines for Applicants". For improvements costing £15,000 and over, you do not need to fill in this Section, you will need to complete a Business Case instead.

A. EXTRA COSTS

Total Extra Costs = £ **(A)**

B. EXTRA INCOME

Total Extra Income = £ **(B)**

C. COSTS REDUCED

Total Costs Reduced = £ **(C)**

D. INCOME REDUCED

Total Income Reduced = £ **(D)**

Net Annual Benefit of Investment = (B+C) – (A+D) = £ **(E)**

Net Cost of Investment (after grant) = £ **(F)**

Return on Investment Percentage = (E ÷ F) x 100 = %

Typically, this figure will be at least 10%.

Once you have completed this section, please go to Section 4.

DECLARATION

Please read all of the following information.

- 4.1 I have read the Scheme Guidelines concerning this Scheme and relating to this application, I understand and will comply with all the conditions set out in the Agriculture and Fisheries Grant Scheme 2016 (as amended).
- 4.2 I confirm that I have not and will not be seeking grant support towards this expenditure from other public funds.
- 4.3 I have obtained all necessary consents, including planning permission and owner's/landlord's consent where appropriate.
- 4.4 I understand that acceptance of this application does not in any way signify that the project is eligible for support or that funding has been approved towards it.
- 4.5 I/we on behalf of the company, am/are authorised by the company and hereby apply for Government assistance as described above. I/we declare that the information given in this application is correct and that the business undertakes to comply with the terms and conditions and to execute any undertaking or further document which may be required.
- 4.6 I/We acknowledge that if this application for financial assistance is successful, the financial assistance or part of it (at the Department's discretion) may become repayable in a number of circumstances including if this application or any supporting documentation relevant thereto is shown to have been false, misleading or inaccurate in any material respect.
- 4.7 The Department is subject to the Freedom of Information Act 2015 and other obligations under law which requires us to act transparently and which grant certain rights of access to the public to information held by us. This means that whilst we will respect the sensitivity of the information you provide, there may be legal requirements which oblige us to disclose the information. I/we confirm that the business is conducted lawfully in the Island, and those jurisdictions in which it trades.

DATA PROTECTION

Please read the information before signing below.

- 4.8 The Department of Environment, Food & Agriculture (DEFA) is a controller for the purposes of the Data Protection Act 2018 and requires the information on this form in the public interest on the basis of the Agriculture and Fisheries Grant Scheme 2016.
- 4.9 Your personal information will be held by DEFA for the purposes of processing this application and we will keep these details for six years, after which it will be deleted from our records.
- 4.10 You may request erasure, restriction or amendment of your details at any time if you no longer wish us to process your application. Full details of how and why DEFA processes your personal information are contained in our privacy policy <https://www.gov.im/about-this-site/terms-and-conditions/privacy-policy/>
- 4.11 You have the right to lodge a complaint with the Information Commissioner (IC) if you think the Department is acting outside of the Data Protection Act 2018. The IC can be contacted here <https://www.inforights.im/>
- 4.12 The Data Protection Officer can be contacted on 686781 or by email at DPO-DEFA@gov.im

I have read and understand the Scheme Guidance, the Declaration and the Data Protection information and I confirm that I wish to proceed with the application on this basis.

Signature of Applicant

Print Name

Date

