# Ocean Stewardship Fund – Transition Assistance Fund (TAF) Application Form

**Application closing date: 23:59 GMT on 5 December 2022**

*Please save and submit this form as a Word Document, without editing restrictions.*

*Applicants are advised to read the Application Guidance before starting their application.*

*Please note that, if your application is successful, content from this Application Form may be published on MSC’s website, press releases, annual reports and other communication materials as recognition of your achievement. For full details, please view the* [*Ocean Stewardship Fund Privacy Policy*](https://www.msc.org/docs/default-source/default-document-library/for-business/for-fishery-clients/ocean-stewardship-fund/msc-ocean-stewardship-fund---privacy-policy.pdf?sfvrsn=1cc60130_2)*.*

## Eligibility requirements

Please make sure you meet all the following eligibility requirements before starting your application:

The project is linked to a fishery verified as improving towards MSC certification through the In-Transition to MSC (ITM) Program. This fishery is small-scale in nature and/or based in a developing economy.

The fishery linked to this project has submitted only one application for funding.

If the fishery is applying for a second TAF grant, the term of the first TAF grant has concluded by the time of this application.

The project supports the implementation of one or more actions identified in the ITM fishery’s improvement action plan.

The lead applicant is the ITM Project Manager for the fishery or an individual who works closely with the ITM Project Manager.

# A. Personal Details

|  |  |
| --- | --- |
| **Applicant name** |  |
| **Organisation** |  |
| **Type of organisation (e.g., NGO, industry association, private company)** |  |
| **Organisation website (if applicable)** |  |
| **Position** |  |
| **Postal address** |  |
| **Contact email** |  |
| **Contact telephone number** |  |
| **Project Lead name (if different to Applicant)** |  |
| **MSC contact (if applicable)** |  |
| **Has your organisation worked with the MSC before? (Yes/No) If yes, in what capacity?** |  |

# B. Project Details

|  |  |
| --- | --- |
| **Project title** |  |
| **Start date for activities within this funding proposal**  **(between April and September 2023)** |  |
| **End date for activities within this funding proposal**  **(the project must be no longer than two years)** |  |

# C. Details of the participating fishery

|  |  |
| --- | --- |
| **Fishery name (as it appears on the pre-assessment report verified as an entry requirement for ITM)** |  |
| **Target species** |  |
| **Gear type(s)** |  |
| **Annual catch volume (for all vessels operating in the fishery)** |  |
| **Maximum length of vessels** |  |
| **Processing onboard (e.g., icebox, refrigeration, tailing, shucking)** |  |
| **Country (or countries) that fishery is based in** |  |
| **LME region(s)** |  |
| **FAO region(s)** |  |
| **MSC ITM compliant – please confirm the fishery has Independent Verification demonstrating it meets MSC ITM entry or progress[[1]](#footnote-2) requirements** |  |
| **BMT Index at time of application** |  |
| **Expected start date of full assessment** |  |
| **Is this TAF application supporting improvements in any Fishery Improvement Project (FIP) listed on the** [**Fishery Progress**](https://fisheryprogress.org/) **website? If yes, please provide a web link to the FIP on Fishery Progress and confirm whether the TAF application would fund ALL or PART of the FIP on Fishery Progress.** |  |

# D. Project description (maximum five pages)

Applicants are strongly encouraged to read the TAF Application Guidance for information on how to complete this section.

|  |
| --- |
| **Project title**:  Click or tap here to enter text. |
| **Project summary**:  Click or tap here to enter text. |
| **Introduction**:  Click or tap here to enter text. |
| **Aim of the project**:  Click or tap here to enter text. |
| **Method**:  Click or tap here to enter text. |
| **Expected results**:  Click or tap here to enter text. |
| **Timeline of proposed TAF-funded work**:  Click or tap here to enter text. |
| **Timing of Interim Grant Report**:  Click or tap here to enter text. |
| **Other activities in this project that would NOT be funded by this TAF** **grant (optional)**:  Click or tap here to enter text. |

# E. Project outputs and outcomes

**Please provide more detail below regarding your project’s intended outputs and outcomes that would be funded by this grant:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Activity number** (please use the same numbering in the budget) | **Action ID** (from the ITM Improvement Action Plan) | **Name of activity** | **MSC Fisheries Standard Performance Indicator(s)** (should link to the ITM Improvement Action Plan)[[2]](#footnote-3) | **Output(s) of this activity** | **Outcome(s) (what will this activity achieve?)** |
| EXAMPLE |  |  |  |  |  |
| Activity 1 |  | Collection of ETP data and development of plan to manage interaction between fishery and ETP | PI 2.3.2 | * Dataset of ETP interactions with UoA * Data analysis * Master’s thesis * Scientific publications with recommendations * ETP Management plan and strategy | Improvement of management of ETP species |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

# F. Personnel and other organisations involved

**Please provide details of the activity leads involved in the project:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Full name** | **Organisation** | **Position** | **Role in this project (please link to activities above)** | **Qualifications and previous experience relevant to project (please also include an institution profile URL if possible)** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Please list any other organisations that are supporting this project or any in-kind support that is being provided:**

|  |
| --- |
|  |

# G. Outline of any plans to communicate this project externally

|  |
| --- |
| Click or tap here to enter text. |

# H. Project budget

In the separate Excel Budget Calculator provided, please give a detailed summary of the amount requested for each activity in your proposal, along with details of any matched funds, in-kind/cash contributions or further funding pending.

Grant payments will be issued in three stages:

1. Upon signing of the Grant Agreement
2. Upon satisfactory receipt of the Interim Grant Report
3. Upon satisfactory receipt of the Final Grant Report

In the Budget Calculator, please also outline your expected spend between signing of the Grant Agreement and completion of the Interim Grant Report (under “OSF Phase 1”) and your expected spend between completion of the Interim Grant Report and completion of the Final Grant Report (under “OSF Phase 2”).

A minimum of 10% of the total grant will be held for disbursement at the end of the project, upon receipt of a satisfactory Final Grant Report.

The Budget Calculator is available to download from the [TAF web page](https://www.msc.org/for-business/fisheries/funding/transition-assistance-fund).

**How did you hear about the Transition Assistance Fund?**

|  |  |
| --- | --- |
| **MSC website** |  |
| **MSC newsletter** |  |
| **MSC social media** |  |
| **Internet search engine** |  |
| **From a friend/colleague/word of mouth** |  |
| **Other website (please specify)** |  |
| **Other (please specify)** |  |

**When completed, please send this form and supporting documentation to:** [**OSF@msc.org**](mailto:OSF@msc.org)**.**

**Supporting documentation checklist:**

1. Signed Declarations Form
2. Excel Grant Budget Calculator
3. CV of the ITM Project Manager
4. Detailed project time plan
5. Letter of endorsement from a previous or current funder (if applicable)

*The following documents may be submitted in the applicant’s language of origin if they are not available in English:*

1. *Copy of latest audited accounts*
2. *Proof of legal status of organisation*
3. *Details of organisation’s Board members/management team and length of service*

*If you are unable to provide any of the documents in 6-8 above, please attach a statement explaining why and provide alternative information to evidence the financial stability of your application.*

# Appendix. MSC Fisheries Standard Performance Indicators

For reference in relation to Section E. Project Outputs and Outcomes.

|  |  |  |
| --- | --- | --- |
| **Principle** | **Component** | **Performance Indicator** |
| 1 | Outcome | 1.1.1 Stock status |
| 1.1.2 Stock rebuilding |
| Management | 1.2.1 Harvest Strategy |
| 1.2.2 Harvest control rules and tools |
| 1.2.3 Information and monitoring |
| 1.2.4 Assessment of stock status |
| 2 | Primary species | 2.1.1 Outcome |
| 2.1.2 Management |
| 2.1.3 Information |
| Secondary species | 2.2.1 Outcome |
| 2.2.2 Management |
| 2.2.3 Information |
| ETP species | 2.3.1 Outcome |
| 2.3.2 Management |
| 2.3.3 Information |
| Habitats | 2.4.1 Outcome |
| 2.4.2 Management |
| 2.4.3 Information |
| Ecosystem | 2.5.1 Outcome |
| 2.5.2 Management |
| 2.5.3 Information |
| 3 | Governance and Policy | 3.1.1 Legal and customary framework |
| 3.1.2 Consultation, roles and responsibilities |
| 3.1.3 Long term objectives |
| Fishery specific management system | 3.2.1 Fishery specific objectives |
| 3.2.2 Decision making processes |
| 3.2.3 Compliance and enforcement |
| 3.2.4 Management performance evaluation |

1. Entry verification for 1st application and progress verification for subsequent applications [↑](#footnote-ref-2)
2. For information on the Performance Indicators within the MSC Fisheries Standard, please refer to the Appendix at the end of this Application Form. [↑](#footnote-ref-3)