

# Go Fishing Fund 2024 Funding Call Guidance

IFI/2024/1-4709



ciste na  
gcuntas díomhaoin  
the dormant  
accounts fund

Iascach Intíre Éireann  
Inland Fisheries Ireland  
**GO FISHING**



Iascach Intíre Éireann  
Inland Fisheries Ireland

[fisheriesireland.ie](http://fisheriesireland.ie)

## Introduction: Go Fishing Fund 2024

A new Go Fishing Funding scheme (the Scheme) of €250,000 is available from Inland Fisheries Ireland through the Dormant Accounts Fund in 2024. The funding seeks to support the delivery of fishing related initiatives to assist persons who are socially, economically, or educationally disadvantaged and also to persons with a disability. In addition to learning about fishing, participants can also learn about environmental stewardship, water safety, sensitive habitats and biodiversity, along with the need to protect vulnerable habitats and increased awareness of the threats posed by invasive species. This Go Fishing Funding Call Guidelines 2024 explores the funding available and provides general guidance for applicants and grantees under the scheme including the eligibility criteria. It also provides an overview of the key stages involved in the application process and the requirements when making an application to drawdown awards.

### Disclaimer

Although every effort has been made to ensure the accuracy of the material contained in this document, complete accuracy cannot be guaranteed. Inland Fisheries Ireland does not accept any responsibility whatsoever for loss or damage occasioned or damages claimed to have been occasioned, in part or in full, as a consequence of any person acting, or refraining from acting, as a result of a matter contained in this document.

### INLAND FISHERIES IRELAND (IFI)

Inland Fisheries Ireland (IFI) was established on the 1<sup>st</sup> of July 2010 by the Inland Fisheries Act 2010. The act defined IFI's functions as the state agency responsible for the conservation, protection, management, marketing, development and improvement of our inland fisheries and sea angling resources. Ireland has over 74,000 kilometres of rivers and streams and around 128,000 hectares of lakes, all of which fall under the jurisdiction of Inland Fisheries Ireland.

Applications must be made using the IFI's Grant Management and Application portal. This portal is also used for the evaluation of applications received, disbursement of the grant awards and financial processing of any agreed funding draw down.

### DORMANT ACCOUNTS FUND

The Dormant Accounts Act 2001 together with the Unclaimed Life Assurance Policies Act 2003 and the Dormant Accounts (Amendment) Acts 2005 to 2012 provide a framework for the administration of unclaimed accounts in credit institutions (i.e. banks, building societies and An Post) and unclaimed life assurance policies in insurance undertakings.

The main purpose of the legislation is to reunite account or policy holders with their funds. However, the legislation also introduced a scheme for the disbursement of funds that are unlikely to be reclaimed under the aforementioned structures.

## GO FISHING FUND 2024

The aim of the Go Fishing Fund 2024 is to introduce persons who are socially, economically, and educationally disadvantaged together with persons who are disabled, to the recreational benefits of fishing and safety awareness in the outdoor environment. The scheme will also aid in advising eligible applicant organisations on the fragile ecosystems that support biodiversity, and the natural processes involved in healthy and sustainable habitats for fish.

## DORMANT ACCOUNTS FUND OBJECTIVES

The Go Fishing Fund 2024 aligns to the clear objectives of the Dormant Accounts Fund which are to assist:

- the personal and social development of persons who are economically or socially disadvantaged.
- the educational development of persons who are educationally disadvantaged or
- persons with a disability.

Further information on the Dormant Accounts Fund can be found on the following [link](#).

## GO FISHING FUND MEASURES

The scheme objectives will support specific measures to improve fishing facilities, equipment, and events, while improving knowledge and learning opportunities in disadvantaged communities and assist the less able. The measures will:

- Allow the eligible participants a chance to experience and enjoy fishing.
- Provide safety awareness through education and good practice, e.g., water safety, fish handling and outdoor awareness.
- Encourage responsible and positive participation within the sport and the community e.g., align event to Leave No Trace.
- Raise awareness for all applicants of the importance of biodiversity and the natural environment related to the countryside through fishing.
- Promote environmental stewardship and responsibility amongst participants, and the need to protect vulnerable habitats together with an awareness of appropriate action on the prevention of the spread of invasive species.

## GRANT FUNDING AVAILABLE

A total allocation of €250,000 is available from the Dormant Accounts Fund to the Go Fishing Fund in 2024. The maximum grant award for each applicant organisation is €5,000 and the minimum grant award is set at €2,000 and only one application is allowed per organisation.



## WHAT TYPE OF PROJECT CAN APPLY FOR FUNDING?

Applications from qualifying organisations must focus specifically on initiatives that allow members of disadvantaged and disabled communities to experience fishing and/or learn about environmental stewardship, water safety, sensitive habitats and biodiversity, along with the need to protect vulnerable habitats and increase awareness of appropriate actions to prevent the spread of invasive species.

Applications will be sought under the following headings:

1. Go Fishing- Fishing activities for people from disadvantaged/disabled communities.
2. Equipment- Purchase of fishing and/or related safety equipment to allow eligible groups to safely deliver fishing activities and events.
3. Educational- Delivery of education programmes concerning environmental stewardship, water safety, careful handling and release of fish, biodiversity, the need to protect vulnerable habitats and the awareness of appropriate actions on preventing the spread of invasive species.

All successful applicants must adhere to best practice in governance, child safety and vulnerable adults, and health and safety. Applicants may explore or take part in fishing and educational initiatives through collaborations with IFI and other local community organisations and educational institutions to bring added value to the experience.

## APPLICANT ELIGIBILITY

Applications for funding are requested from not-for-profit groups/organisations or registered charities who are engaged in delivering services to disadvantaged or disabled communities/persons in the Republic of Ireland. Such groups may collaborate with other organisations, such as educational institutions, angling clubs or federations, for the purpose of delivering the fishing or educational activities. However, all expenditure in respect of the project must be incurred and paid for by the applicant organisation as the beneficiary of the grant.

For the purpose of the Scheme:-

- (a) a not-for-profit group or organisation is defined as a formally constituted entity whose primary objective is to provide goods or services for the general public, community or social benefit and where any equity is provided with a view to supporting the entity's primary objectives rather than a view to providing a financial return to equity providers, shareholders or members.
- (b) a registered charity is one which is registered with the Charities Regulatory Authority (Charities Regulator) and set up to promote one or more charitable purposes, promotes only that charitable purpose and provides a public benefit.

Applicants must initially register their organisation on the IFI Grant Management Portal and supply evidence in the application form to comply with all child and vulnerable adult policies and practices if applying for funding directly in these areas.

## APPLICANT ELIGIBILITY (CONTINUED)

Applicants must be able to demonstrate that they are tax compliant, by proving their eTax Clearance Number, Tax Clearance Access Number (TCAN) or where exempt, Revenue correspondence confirming same. Applicants must also be able to demonstrate that they are a properly constituted association or club with legal status with a governing document or constitution formally approved by the members, or where they are a corporate entity a copy of the Articles of Association and CRO Number for the company.

**Funding is only reimbursed to the grantee after approved expenditure is demonstrated as having being incurred and paid and the relevant online grant claim form has been completed and submitted for approval by IFI.** Therefore, recipients will be required to provide a current in date bank or credit union account statement for their applicant organisation demonstrating that they hold sufficient funds to cover any planned project expenditure at the time of making their application.

## MATCH FUNDING

No match funding will be required under the Go Fishing Fund 2024. The general principle is that funding is provided for some or all of the cost of the project. In general, the level of funding may be up to a maximum of 100% of the cost where all of the costs incurred are deemed eligible.

Funding will only be provided for projects which are additional to their organisations on-going work and funding is therefore provided for additional or once-off initiatives which are not the subject of funding from mainstream government or other funding sources.

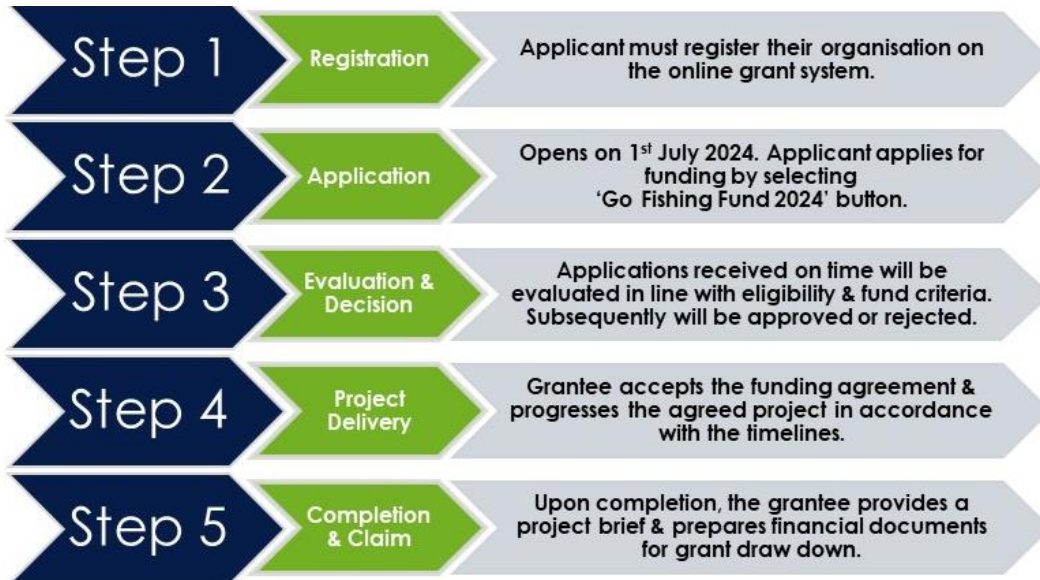
## KEY DATES

Milestone	DATE
Launch of fund, application portal opens	0900hrs 02 <sup>nd</sup> Sept 2024
Closing date for receipt of completed applications	1700hrs 28 <sup>th</sup> Nov 2024
Grant offer issued	Spring 2025
Closing date for claims drawdown	1700hrs 24 <sup>th</sup> Oct 2025



## GO FISHING FUND 2024 APPLICATION TO COMPLETION

Stepwise process involved in applying and claiming Go Fishing Funding 2024.



### STEP 1 REGISTRATION

- The applicant must register their organisation on the online system; applications will only be accepted and administered through IFI's Grant Management Portal, Smart Simple. No other forms of application will be considered. The grant management portal will be open for registrations once the fund is announced.

### STEP 2 APPLICATION

- The grant management portal will open for applications at **0900hrs** on the **02nd of September 2024**.
- Applicants can then apply for funding through the online application process by selecting "Go Fishing Fund 2024" to access the application form.
- Provide full details of the proposal indicating how it meets the aims of the funding programme set out above and the assessment criteria below.
- If you are registered for Value Added Tax (VAT) and are entitled to claim a VAT refund in respect of your costs incurred, then the grant applied for must be for the net of VAT amount of all project costs. If you are registered for VAT and the project you are applying for is not eligible for a VAT refund, please ensure relevant details are provided. In such circumstances where an applicant cannot reclaim the VAT amount of their costs then the grant applied for should be for the gross (VAT inclusive) cost of all planned expenditure.
- All relevant supporting information and specific project requirements must be uploaded to the application form.
- An application cannot be submitted unless all sections of the form are fully completed.
- The deadline for completed applications is **1700hrs** on Thursday the **28<sup>th</sup> of November 2024**.



### IMPORTANT PLEASE NOTE:

- The Registration and Application deadlines are absolute and are enforced by the system automatically. No consideration will be given to late submissions and/or approvals under any circumstances. **Failure to meet either of these deadlines will result in your application not being considered for funding.**

### STEP 3 EVALUATION AND DECISION

- All submitted applications received within the deadline will first be evaluated in line with eligibility and fund criteria, to ensure that the application meets the minimum requirements (see check list on page 9). Applications which fail to meet the minimum requirement will be withdrawn and will not be considered further.
- Applications that progress beyond this stage are put forward for a detailed review by a specific Panel of Experts. Each proposal will be evaluated by the panel using predefined evaluation criteria and ratings as set out below, which include the quality of the application in line with the fund objectives and criteria. The final selection of applications for funding will be made based on the recommendations of the Expert Panel with due regard for the feasibility of the project, the availability of funding and value for money.
- The panel recommendations are reviewed by the Development Funding Oversight Group (DFOG) and their recommendation is passed to the Chief Executive Officer for consideration and presentation to the Board of Inland Fisheries Ireland.
- When the CEO and Board approves the funding, a list of the projects recommended for funding is sent to the Minister for Rural and Community Development for approval.
- Where the Minister approves the application, a letter of offer and funding agreement is uploaded to the grant management portal in respect of each approved application. These documents detail the specific requirements to be met prior to project delivery and outline the claims procedure whereby grantees can recover their agreed costs.
- All applicants will be notified in writing via email through the grant management portal of the outcome of the evaluation process. The notification will include a summary of comments and or observations from the evaluation panel and potential areas for development.

### STEP 4 PROJECT DELIVERY

- Each successful applicant will be issued with a funding agreement which must be approved and signed by the governing body of the grantee organisation.
- Once the award is duly accepted, approved and signed by the governing body and returned to IFI via the grant management portal, the grantee can progress with the agreed project.
- Any deviations or significant changes that might occur during the course of the project must be notified immediately to the IFI projects office. The IFI projects office is available throughout the project to grantees to address any project specific queries or provide any clarifications where needed. It should not be assumed that IFI are aware of changes to any project.
- Grantees must be aware of and abide by the agreed timelines and milestones by which the project must be completed.





## STEP 4 PROJECT DELIVERY (CONTINUED)

- The grantee must keep an accurate up-to-date account of all agreed quotes, expenditure and receipts to ensure accountability and an efficient grant draw down process.

## STEP 5 COMPLETION AND CLAIM

- When the project is complete, the grantee must submit a post project brief on outcomes of the project. A grant claim form can then be completed via the Grant Management portal with the requisite supporting documentation which includes invoices, receipts, quotes, proof of payment including relevant bank statements and evidence of tax compliance.
- The completed project brief and grant claim, duly approved by an authorised officer of your organisation or board member, will be verified by IFI through site visits/evidence of event(s) in line with the agreed award of funding and project conditions. A specific completion report is then submitted by IFI's projects office.
- Grantee obligations in regard to signage and promotion in respect of the project will be verified by IFI during the course of site visits. In addition, applicants may also be required to provide photographic evidence of compliance with these requirements.
- Each approved claim will be paid in full, via electronic payment by Inland Fisheries Ireland to the agreed account of the applicant organisation once all financial requirements have been met to the satisfaction of IFI or their appointed representatives. IFI's decision on this matter will be final.



## WHAT INFORMATION WILL I NEED AND WHEN?

Applicants that fail to provide any of the information denoted as required (**Y**) will be eliminated from the process without having their application assessed further.

No	Requirements for Registration/Application	Pass / Fail
1	Applicant organisation Governing Document (Constitution/Memo/Articles of Association/Registered Charity Number) and a list of officers in the club/organisation at time of Registration.	<b>Y</b>
2	Detail all elements and intended outcomes and deliverables of your project.	<b>Y</b>
3	Clear budget breakdown of all elements of the proposal (please note:- quotes, together with invoices and evidence of payment will be required for all expenditure <b>at claim stage</b> )	<b>Y</b>
4	Logical timelines and milestones for project delivery and completion.	<b>Y</b>
5	Identify biosecurity measures to be undertaken to prevent the spread of invasive species and harmful pathogens if applicable.	<b>N</b>
6	Valid eTax Clearance Reference number, Tax Clearance Access Number or evidence of exemption.	<b>Y</b>
7	Evidence of VAT registration status.	<b>N</b>
8	Letter of commitment from collaborating agencies, clubs and/or other stakeholders to undertake or share responsibility for delivery of specific aspects of the project.	<b>N</b>
9	Child and Vulnerable Adult Safeguarding Protection Policy.	<b>N</b>
10	Maintenance/Sustainability Plan– how the applicant will maintain the equipment over 5 years (if applicable).	<b>N</b>
11	Provide an up-to-date bank/credit union account statement demonstrating sufficient available funds to cover all planned project expenditure.	<b>Y</b>
12	Evidence of applicant insurance to required levels - <ul style="list-style-type: none"> <li>• Indemnification of IFI and DECC and continue to keep indemnified on relevant policies.</li> <li>• Public liability minimum €6.5 million/</li> <li>• Employers' liability minimum €13 million</li> <li>• Health and Safety Statement/Risk assessments</li> </ul>	<b>N</b>
13	Evidence of any contractor insurance to required levels (if applicable)- <ul style="list-style-type: none"> <li>• Indemnification of IFI and DECC and continue to keep indemnified on relevant policies.</li> <li>• Public liability minimum €6.5 million</li> <li>• Employers' liability minimum €13 million</li> <li>• Professional Indemnity (if appropriate to your organisation)</li> <li>• Health and Safety Statement/ Risk Assessment</li> </ul>	<b>N</b>



Requirements for Grant Claim Stage	
14	Digital photos of the event and or equipment incorporating all elements of the approved project. Details of any promotional activities and social media posts undertaken demonstrating an acknowledgement of the Dormant Accounts Funding and IFI Go Fishing Fund 2024.
15	New supplier form to set up your organisation on IFI's payment system to facilitate reimbursement of approved expenditure.
16	Public procurement rules will apply, hence 3 written quotes for all items of expenditure.
17	Completed on-line grant claim form together with documentation in support of agreed expenditure including invoices, receipts, claim breakdown, proof of purchase and evidence of payment in the form of bank/credit union statement .
18	Post project brief on outcomes and how the expenditure met the fund objectives. Grant claims must be submitted prior to the <b>24<sup>th</sup> of October 2025</b> .

## Important Points to Note

### REGULATIONS

- Double funding is prohibited. If the Project(s), or any part thereof, receives or is seeking grant funding from any other State Sector sources, including any Local Authority, under any other scheme or programme, this must be indicated in the application form.
- Responsibility for obtaining all consents, permissions, etc. rests with the Applicant/Grantee.
- Any assets, equipment or services purchased or used in the project shall be insured. Adequate policies will be affected against employer's liability, public liability and third-party risks.
- Please note that any work commenced, or costs incurred, before a formal funding agreement has been signed, returned and acknowledged as such, will be deemed ineligible for financial assistance. Any costs incurred after the stated completion date for the project will not be eligible for financial assistance.
- All costs reported in respect of the project must be actual, real costs consistent with the budget submitted for the project
- Whilst not an exhaustive list, ineligible costs include the time cost of any employees or volunteers, insurance, any interest paid on loans, penalties or fees, travel/subsistence expenses for staff or volunteers, provisions for doubtful debts, resources made available to a grantee free of charge, unnecessary, ill-considered or unsubstantiated expenditure, entertainment or hospitality expenses, subscriptions, memberships or affiliation fees, on-going servicing, repair and maintenance costs of equipment or vehicles, indirect overhead costs e.g. rent, rates, insurance, energy, service charges.
- The Grantee will maintain detailed accounts in relation to the public funds provided and document all activities in relation to the implementation of the project(s) to the satisfaction of Inland Fisheries Ireland. Grantees must be able to report separately on all accounting information maintained for the purpose of the grant award.



## Important Points to Note (Continued)

- For any claim for drawdown of the grant to be processed, Inland Fisheries Ireland must be in possession of a current valid eTax Clearance or Tax Clearance Access Number (TCAN) for the Grantee and for each supplier who has provided goods or services for the purpose of their claim.
- Organisations obtaining funding must provide adequate documentation demonstrating that they are an organisation in good standing with up to date aims, objectives, structure and composition. Funding will not be available where an organisation is dissolved or is no longer active in their sector.
- All personal data that Inland Fisheries Ireland (IFI) may use will be collected, processed and held in accordance with the provisions of EU Regulation 2016/679 General Data Protection Regulation ('GDPR'). IFI will only use this information in relation to your funding application and processing your grant award and will not use it for any other purposes whatsoever. Your personal information will not be retained for longer than is necessary for the operation of the grant management process. Our privacy policy is available on the following link <https://www.fisheriesireland.ie/privacy-policy>
- All documentation in regard to a project funded under the Go Fishing Fund 2024 (financial and non-financial) must be retained for a minimum period of seven years after the completion date (or any approved extension thereof) of the project.
- As a public body IFI is subject to the provisions of the Freedom of Information (FOI) Act 2014 and the European Communities (Access to Information on the Environment) Regulations 2007 to 2014. Applicants should be aware that under both of these legislative Acts, information provided by them may be liable to be disclosed. Applicants are asked to consider if any of the information provided by them in their application should not be disclosed because of its confidentiality or commercial sensitivity. If applicants consider that certain information is not to be disclosed because of its confidentiality or commercial sensitivity, applicants must, when providing such information, clearly identify the specific sections of their application containing such information and specify the reasons for its confidentiality or commercial sensitivity. IFI will, where possible, consult with applicants in relation to confidential or commercially sensitive information so identified before making its decision on a request received.
- If IFI is dissatisfied with the performance of the project by the Grantee, it may at its absolute discretion decline to continue funding the project.
- IFI reserves the right not to continue funding a project, or award new funding, in circumstances where grantees have been successfully prosecuted by IFI.
- If IFI ceases to fund the project for any reason, the Grantee shall not be entitled to recover from IFI or from the State any funding which would have been due had IFI continued to fund the project. Nor shall the Grantee be entitled to any indemnity or damages of any kind from IFI or the State.
- If the Grantee does not comply/has not complied with IFI's requirements for Grantees to ensure satisfactory completion of a project, then IFI may discontinue funding and decline to provide further funding for future projects. IFI's requirements for Grantees are set out in this document. Where funding is payable in arrears, IFI shall not be obliged to provide funding where its requirements have not been complied with.



## Important Points to Note (Continued 2)

- It shall be the responsibility of the Grantee to satisfy IFI that the project is proceeding satisfactorily and that the Grant is being used in the most effective manner. If IFI is not satisfied, it may discontinue funding and decline to provide further funding for future projects until such time as the Grantee satisfies all outstanding issues. If IFI is not satisfied, it shall notify the Grantee of the reasons why funding has been discontinued and shall give the Grantee an opportunity to address the issues identified.
- All funding provided is inclusive of VAT, if it is applicable.
- In addition to the provisions above, IFI may discontinue funding if any of the following events occur:
  - There is a material change in the legal status of the Grantee, such material change to include but not to be confined to the Grantee entering into liquidation whether compulsory or voluntary, the appointment of a receiver over all or any part of the assets or undertakings of the Grantee and (where appropriate) the Grantee becoming subject to the Bankruptcy Laws;
  - A distress or execution is levied or served upon any of the property of the Grantee and is not discharged within 30 days;
  - IFI is satisfied that the project has encountered fundamental and undue delay or that the project has ceased.
  - Where the Grantee or any Co-Grantee is convicted of a criminal offence

## GENERAL POINTS

- All applications must consider the costs associated with the on-going efficiency and maintenance of equipment and factor this into the funding proposal.
- The Dormant Accounts Fund should be acknowledged in all forms of publicity, promotion and branding associated with any IFI Go Fishing Funded project, including any press release, speech, social media post or advertisement. The appropriate logos must be included on all published or printed material, posters, plaques, web pages, social media platforms etc. relating to the project. All publications (physical and digital) and electronic information about the project must clearly acknowledge the contribution from the Dormant Accounts Fund. High quality copies of each logo for printing purposes are available from Inland Fisheries Ireland. The following text needs to be included on all promotional material "This Project is supported by Inland Fisheries Ireland through the Dormant Accounts Fund".
- Grantees will be required to display a notice acknowledging that the project is supported by the Dormant Accounts Fund at the site of the project which displays the appropriate logo and contains the following text "This Project is supported by Inland Fisheries Ireland through the Dormant Accounts Fund".
- Any asset or equipment funded by the Dormant Accounts Fund should also have affixed to or adjacent to it, a notice or label stating that it was supported by Inland Fisheries Ireland through the Dormant Accounts Fund.



## GENERAL POINTS (CONTINUED)

- Events proposed must align with the principles of Leave No Trace – (see <https://www.leaveonotraceireland.org/> ).
- Fish welfare initiatives/catch and release, must be promoted and practiced. IFI will not support any competition where the results/scoring system necessitates the killing of fish.
- Advice in relation to biosecurity arrangements must be adhered to. Inland Fisheries Ireland's website link on 'Biosecurity' and on 'Garda Vetting', 'Child safeguarding' and 'Leave No Trace' can be viewed here <https://www.fisheriesireland.ie/what-we-do/education-and-outreach/safeguarding-and-governance/biosecurity>.

It is advised to keep regular contact with the project office for the duration of your project.

## SUNSET CLAUSE

If we do not hear from the applicant or the requirements of the fund cannot be met within a logical timeframe identified in your funding agreement, Inland Fisheries Ireland will have no alternative but to terminate the funding agreement. The project office will help to ensure the grantee is aware of the funding deadlines. Should your agreement be terminated, your application and grant approval will receive no further consideration under this round of funding.

## APPEALS PROCEDURE

Inland Fisheries Ireland is committed to providing open, accountable and accessible systems and procedures for its grants programmes. The process for appeals regarding projects associated with grants programmes administered by Inland Fisheries Ireland is as follows. All appeals must be sent in writing via email to the project's office via [funding@fisheriesireland.ie](mailto:funding@fisheriesireland.ie) for the attention of the funding Programme Director.

## PROJECT MONITORING

Monitoring will be conducted during and at any time after completion of the project, to assist in the evaluation of the Go Fishing Fund programme. Grantees are chosen randomly on an annual basis for review. Requirements and project outcomes will be evaluated to verify that the project is continuing to adhere to the agreed conditions post completion. Monitoring will continue on 5% of equipment categorised awards each year for a period of 5 years following the agreed completion of the project. The evaluation conditions will be set out in the specific funding agreement. Inland fisheries Ireland, and/or its appointed representatives, may conduct onsite post-payment evaluations of selected ongoing and completed projects. To facilitate the efficient monitoring of and publicity of the project, the grantee must accommodate any request by any staff member of Inland Fisheries Ireland and/or their appointed or representative to attend or enter any property owned or occupied by the grantee organisation at all reasonable times.



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## Main Point of Contact: IFI Projects Office

For general enquiries regarding the fund and the grant management portal please contact:

**Mail:** The Projects Office, Inland Fisheries Ireland, HQ, Dublin D24 Y265

**Phone:** +353 (0)1 884 2600

**Email:** [funding@fisheriesireland.ie](mailto:funding@fisheriesireland.ie)





## HOW WILL APPLICATIONS BE ASSESSED?

All applications will in the first instance be objectively assessed using a standard quality check format to ensure specific criteria and requirements that must be followed (see checklist on page 9). If an application does not meet all of the pass/fail funding criteria and eligibility standards, the application will be rejected by the projects office and will not be considered further in the evaluation process.

### PANEL EVALUATION

Where applications have passed the initial assessment, they will then be assessed on the grant management portal by a specific Go Fishing Fund 2024 Evaluation Panel with members from IFI and external reviewers. The purpose of the Evaluation panel is to:

- Evaluate submitted applications to the Go Fishing Fund 2024.
- Score and prioritise the evaluated applications against the fund criteria, subject to feasibility, funding availability and value for money considerations.
- Keep an impartial and objective view of applications/applicants by assessing each application on its merits, focusing on the submitted information.

The evaluation panel will consider the following 5 questions when completing each evaluation:

#### 1. How well does the project align with and achieve the objectives of Go Fishing Fund/Dormant Accounts Fund (marks out of 7).

No alignment or achievement (0 points)

- The project does not align with or achieve any objectives.

Very poor alignment and achievement (1 point)

- The project barely aligns with and fails to achieve most objectives.

Low alignment and achievement (2 points)

- The project aligns with some objectives but achieves very few.

Limited alignment and partial achievement (3 points)

- The project somewhat aligns with the objectives and achieves them to a limited extent.

Moderate alignment and achievement (4 points)

- The project aligns reasonably well and achieves most objectives, with some gaps.

Good alignment and achievement (5 points)

- The project aligns well and successfully achieves the majority of objectives.

Strong alignment and achievement (6 points)

- The project aligns very well and effectively achieves nearly all objectives.

Perfect alignment and full achievement (7 points)

- The project fully aligns with and completely achieves all objectives.





## 2. Timing and reach of the proposed project (marks out of 4).

### Poor (0-1 point):

- Unclear timeline or unrealistic project schedule.
- Limited reach, targeting a small or irrelevant audience.
- Poor planning regarding the project's duration and impact period.

### Fair (2-3 points):

- Clear but somewhat ambitious timeline; minor concerns about feasibility.
- Moderate reach, targeting a relevant but limited audience.
- Adequate planning for project duration and impact period.

### Good (4 points):

- Clear and realistic timeline with well-defined milestones.
- Broad and appropriate reach, targeting a significant and relevant audience.
- Well-planned project duration and impact period, ensuring maximum effectiveness.

## 3. If the organisation and management structure proposed are sufficient to achieve the required quality and the deployment of resources in relation to the objectives (marks out of 4).

### Poor (0-1 point):

- Organizational and management structure is unclear or inadequate.
- Roles and responsibilities are poorly defined.
- Limited evidence of capability to manage and deploy resources effectively.

### Fair (2-3 points):

- Organisational and management structure is somewhat clear but may have gaps.
- Roles and responsibilities are defined but lack detail.
- Moderate evidence of capability to manage and deploy resources effectively.

### Good (4 points):

- Organizational and management structure is clear and well-defined.
- Roles and responsibilities are clearly outlined and assigned.
- Strong evidence of capability to manage and deploy resources effectively.

## 4. If the project is cost effective (marks out of 7).

### Not at all cost-effective (0 points)

- The project incurs significant costs without any noticeable benefits.

### Very low cost-effectiveness (1 point)

- Costs are substantially higher than the benefits derived.

### Low cost-effectiveness (2 points)

- Benefits are minimal compared to the high costs involved.

### Slightly cost-effective (3 points)

- Costs are somewhat justified by the benefits, but not substantially.

### Moderately cost-effective (4 points)

- Costs and benefits are balanced but lean slightly towards being justified.

### Fairly cost-effective (5 points)



- Benefits slightly outweigh the costs incurred.

Highly cost-effective (6 points)

- Benefits significantly outweigh the costs.

Extremely cost-effective (7 points)

- The project provides excellent benefits with minimal costs.

**5. Is there evidence of plans for further future engagement in promotion of fishing (marks out of 4).**

Poor (0-1 point):

- No plans or very vague plans for future engagement in promoting fishing.
- Little to no evidence of sustainability or long-term impact.
- Lack of commitment to future initiatives.

Fair (2-3 points):

- Some plans for future engagement in promoting fishing, but they are not fully developed.
- Moderate evidence of sustainability and long-term impact.
- Some commitment to future initiatives.

Good (4 points):

- Clear and detailed plans for future engagement in promoting fishing.
- Strong evidence of sustainability and long-term impact.
- High level of commitment to future initiatives.

**Note:** Project applications that score less than 7 points out of a maximum 26 points in evaluation, will not be considered to have passed the minimum acceptable evaluation criteria and will not be eligible for funding.



## Public Procurement Guidelines (January 2024)

Public procurement refers to the process by which public service bodies and organisations seeking grant funding purchase goods, services or works from suppliers. Public Procurement is governed by EU and national rules, the guidelines are available on the following links:

<https://www.gov.ie/en/publication/c23f5-public-procurement-guidelines-for-goods-and-services/?referrer=>

<https://www.gov.ie/en/publication/02b12-new-circular-to-assist-smes-in-public-procurement/>

It is the grantee's responsibility to ensure that every stage of the procurement process is undertaken in full compliance with the public procurement regulations. The grantee must be able to submit documentary evidence of all stages of the procurement process to the grant management portal. Failure to follow correct procurement procedures (in compliance with the latest regulations) can compromise a funding application and/or grant draw down.

### Procurement Thresholds

Any organisation undertaking procurement for funded awards must adhere to a series of requirements that align to established thresholds in relation to all purchases. Procurement thresholds vary depending on the category and cost of the proposed purchase(s). Once the estimated value of works, services or goods exceeds specific thresholds, the grantee must carry out a transparent, public and open competition. These thresholds are mandatory and represent minimum requirements. Under no circumstances should requirements be split to bring purchases below a particular threshold.

### Goods or Services Contract

For the purposes of the Go Fishing Fund 2024, Inland Fisheries Ireland have determined that the following represent the appropriate procurement thresholds to be observed by all grantee organisations.

A Goods or Services Contract is where a project needs equipment or other goods to be purchased or requires the inputs of service providers e.g., professional services. The procurement requirements for Goods and Services contracts funded by Inland Fisheries Ireland are as follows:

- Estimated value of goods or services from **€250 to €1,000** (excluding VAT): Minimum of 3 verbal quotes identified in the budget breakdown and include budget rationale document on the grant management portal.
- Estimated value of goods or services from **€1,001 to €5,000** (excluding VAT): Minimum of 3 written quotes/tenders is required from competitive suppliers- Select the most economically advantageous quote/tender. Provide original documents and evidence of evaluation in line with stated assessment criteria.

### Evaluation Of Tenders

A quote/tender evaluation should be carried out by a committee or team with a minimum of two evaluators with the requisite competency. Evaluators must keep an impartial and objective view of quotes/tenders submitted. Evaluators elected to assess quotes/tenders must declare any conflict of interest. A conflict of interest is defined as any scenario where a person, persons, or organisation in a decision-making role as a buyer (applicant) has a commercial or personal relationship of any type with a supplier organisation.



The successful tenderer is notified, and all tenderers should be informed of the result of a tendering process without delay, considering the appropriate standstill period. Contracting authorities should comply with all procurement regulations and legislation at all stages of the process. Ensure all evaluation documentation including quotes/tenders requested and received are uploaded to the grant managements portal.

## **Sustainable Procurement**

Sustainable procurement relates to consciously purchasing products and services that are produced in a socially responsible way. It incorporates human health, social equity and environmental concerns into the search for high quality products and services at competitive prices.

The European Commission's 'Buying Green' guide describes sustainable procurement as **“A process whereby public and semi-public authorities meet their needs for goods, services, works and utilities by choosing solutions that have a reduced impact on the environment throughout their life cycle, as compared to alternative products/solutions”**.

IFI is committed to ensuring that its procurement processes comply with all government circulars and will actively encourage and promote the use of green procurement. IFI will work to incorporate best practice guidelines into all procurement efforts. Incorporating green criteria into public purchasing provides an opportunity to convert environmental policy objectives on carbon reduction, air and water quality, and waste reduction into delivered actions.

## **Relevant Circulars and Plans**

In 2019, the Department of Public Expenditure and Reform (DPER) published 'Promoting the use of Environmental and Social Considerations in Public Procurement' [Circular-20-2019](#). This Circular instructs government departments to consider using green criteria in procurement, where defined and measurable criteria exist.

In 2021, Department of the Environment, Climate and Communications (DECC)with DPER published 'Green Tenders - an Action Plan on Green Public Procurement' <https://www.gov.ie/en/publication/74075-green-tenders-an-action-plan-on-green-public-procurement/> states that 'Where possible, public procurement policies should encourage the use of all types of environmentally friendly products- energy efficient with circular economies, water conserving, recyclable, non-toxic, and low in emissions of volatile organic compounds.'

The Climate Action Plan 2021 and Climate Action Plan 2023 <https://www.gov.ie/en/publication/7bd8c-climate-action-plan-2023/> provides a detailed plan for taking decisive action to achieve a 51% reduction in overall greenhouse gas emissions by 2030 and setting us on a path to reach net-zero emissions by no later than 2050, as committed to in the Programme for Government. These include plans to mandate the inclusion of green criteria in all public procurements and update OGP frameworks in line with green procurement practices

**The importance of following correct procurement procedures cannot be over emphasised for projects supported by Inland Fisheries Ireland funding.**

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