

**FISHMONGERS' COMPANY'S FISHERIES CHARITABLE TRUST (FCFCT)  
SMALL GRANTS SCHEME (the Scheme) GUIDANCE NOTES**

The Fishmongers' Company's current fisheries strategy is aimed at developing and enhancing its reputation as an independent institution, valued and respected for its contribution to the UK fishing sector. The Company achieves this by:

- Bringing together government departments and organisations, the private sector, the third sector, academia and the public in both open debates and confidential discussions about key issues and significant developments in the Fish and Fisheries sector.
- Either independently or in partnership with others, supporting and enabling projects that address the key issues facing the Fish and Fisheries sector.
- Supporting and sponsoring the achievement of functional skills and academic qualifications that enable individuals to develop successful careers in Fish and Fisheries related sectors.

This strategy's four principal programmes (mainly focused on UK issues) are:

- Freshwater fish, fisheries and catchment management
- Marine fish, fisheries and environmental management
- The sustainable and innovative development of aquaculture
- Supporting and developing the fish trade

These programmes are aligned with general themes including:

- Education and communication initiatives
- Working with research and academic establishments to support evidenced-based approaches
- The development of international links

The Company now focuses most of its funding and support on substantial partnership projects. However, the Company has developed a **Small Grants Scheme** which awards one-off grants for smaller projects which are aligned with the Company's four principal programmes. The maximum award is normally £2,000.

If you wish to make an application under the Scheme, please read these notes carefully, then email the Fisheries Coordinator.

**Eligibility criteria**

- You must be an independent charity or not-for-profit organisation. However, non-charitable organisations may be considered on condition that grants are spent on charitable projects which comply with the objects of the FCFCT and are for the public benefit.

**Grants will not normally be awarded to:**

- Individuals.
- Those applying for multi-annual grants.
- Organisations with political associations or interests which may be viewed as damaging to the Company's reputation.
- Items of capital expenditure, except for community-based projects.

**Assessment process**

- An initial assessment will be undertaken by a member of the Company's Fisheries Team and, if eligible, an application form will be sent to you.
- The Fisheries Team reserves the right to request further information, if required.

**Application deadline.** You may apply at any time and applications will be considered normally within 14 working days.

### **What happens if your application is successful?**

- We will inform you by letter and arrange payment by cheque or BACS transfer, although BACS transfer is preferable.

### **Useful information for all applicants**

- Please contact the Fisheries Coordinator (contact details below) prior to making any application to discuss your idea and your application.
- On receipt, all applications will be acknowledged by email.
- Unsuccessful applicants will be notified by email within one month of relevant Committee meeting.
- Once an application has been considered and deemed “unsuccessful” and therefore rejected, applicants must wait at least one year from the time of being notified of rejection before re-applying.
- Withdrawn applications do not normally face a time bar.
- Progress/end-of-project reports must be submitted to the Company using the Company’s Project Update Form. Follow-up visits or enquiries may be made by the Fisheries Team to review progress.
- It is expected that the Company’s support will be acknowledged in publications/publicity materials relating to the project. Where appropriate, and with the Company’s permission, the Company’s logo (Coat of Arms) may be used.
- Only one application will be considered from each organisation in any one year. However, there may be exceptions.
- A further application will not normally be considered for a period of three years from the date of approval of the last grant.
- Please try to keep your application clear and concise. You may add short, informative documentation only if this would add value to your application.
- Do not seek to change your project details, proposal or amount requested after initial submission. This will not usually be allowed because applications are judged and prioritised against others, which may then need to take precedence.

For further information, please contact Cynthia Baddoo, Fisheries Coordinator, by email at: [cynthia.baddoo@fishhall.org.uk](mailto:cynthia.baddoo@fishhall.org.uk) or by phone on 020 7626 3531.