



## STATE OF NORTH CAROLINA – DIVISION OF MARINE FISHERIES

### NC CARES Act Fisheries Relief Program Application

**Please read the following information carefully before beginning this application.**

This application will be used to assist the North Carolina Department of Environmental Quality, Division of Marine Fisheries (“NCDMF”) to distribute approximately \$5.4 million in federal relief money, less administrative costs, to select fishing industry stakeholders through the Coronavirus Aid, Relief and Economic Security (“CARES”) Act. Eligible applicants for relief assistance include commercial fishermen (includes shellfish license holders), commercial aquaculture operators, licensed seafood dealers, seafood processors, and for-hire fishing operators.

Potential affected stakeholder groups will be separated into three different application categories: 1) commercial fishermen and aquaculture operators; 2) seafood dealers and processors; and 3) for-hire fishing operators. In order to assist as many stakeholders as possible, applicants will only be allowed to apply for relief as a single stakeholder within any one category regardless of whether an applicant may qualify under the other two categories.

Section 12005(b)(1)-(2) of the CARES Act establishes criteria administered by National Oceanic and Atmospheric Administration (“NOAA”) Fisheries for eligibility of relief money. This provision guidance requires applicants to demonstrate a sustained reduction in revenue greater than thirty-five percent (35%) due directly to COVID-19 during the period between March 1 and May 31, 2020, as compared to the average revenue for that same period of March 1 – May 31 for the five preceding years of 2015-2019. Instructions and an example of how to calculate this reduction are included on Page 2 of the Program Self-Certification and Assurances (Affidavit) included in this application package. One of the objectives of the Program is to make participants whole; that is, to put them in the same position financially as they would have been had COVID-19 not occurred. NOAA Fisheries also requires that any relief monies received from the Program cannot result in a participant’s annual (January to December) 2020 earnings exceeding their five-year average annual (January to December) revenue between the years 2015-2019. Participants will not be allowed to retain any fisheries relief monies that advance their annual (January to December) 2020 earnings beyond their previous annual (January to December) five-year average and may be required to pay back some or all of the relief monies that exceed their annual (January to December) five-year average earnings from years 2015-2019. Approved documentation is described below and is based on the stakeholder application category you select. You will also be required to sign the Self-Certification and Assurances (Affidavit) form verifying that your claimed losses are accurate.

If you do not feel that you experienced a sustained revenue loss greater than thirty-five percent (35%) due to COVID-19 between March 1 and May 31, 2020, or you cannot provide supporting documentation of a revenue loss compared to the previous five-year average for this same time period, you are unlikely to qualify for this relief. You must be a resident of the State of North Carolina and 18 years or older in order to be eligible for relief. If you are not a North Carolina resident or 18 years or older, your application will be rejected. While you must be a resident of North Carolina, you can still be eligible with an out-of-state industry license or permit if your claimed homeport is within North Carolina. Your application will be rejected if North Carolina has not been designated as your state of homeport when you were operating under a license or permit that is not issued by North Carolina. Please note that bait and tackle shop owners, gear and vessel suppliers, employees, crew members, and those who are assigned any individual fishing licenses, are not eligible to apply for relief.

The application form must be completed and signed by you in order to be eligible for relief. Each of the three categories of potential applicants will have their own section in the application that is specific to their respective industry. Please read all directions carefully and only complete sections that are relevant to your application. Applications and supporting documentation must be delivered in person to the NCDMF Headquarters Office located in Morehead City or postmarked by 5pm on November 30, 2020. Applications and supporting documentation cannot be submitted to other NCDMF offices. Applications and supporting documentation that are submitted after 5pm on November 30, 2020 will not be considered.



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#### SECTION 1: PRELIMINARY INFORMATION – ALL APPLICANTS MUST COMPLETE THIS SECTION

Legal Name: (Last, First, Middle- Suffix)			
Residential Mailing Address:		NCDMF Participant ID Number, if known:	
		Which of the following categories do you hold a valid license/lease/permit to operate in? (Select all that apply)	
		Commercial Fisherman <i>(SCFL, RSCFL, Shellfish license without a SCFL)</i>	
Residential Physical Address: Check if same as mailing address [ ]		Seafood Dealer	
		Aquaculture Operator	
		For-Hire Operator	
		Out-of-state License or Business Certification	
Date of Birth (MM/DD/YYYY):		Please list all active out-of-state of federal licenses you own, as well as the corresponding license number:	
Please provide the following, all that apply:			
Cell phone number		Please list all active NCDMF-issued licenses/permits you own:	
Home phone number		Type	License/Permit Number
Business phone number			
Fax number			
Email address			
Which category will you be applying for CARES Act relief through ( <b>ONLY CHOOSE ONE CATEGORY</b> )?			
Commercial Fisherman or Aquaculture Operator		(Proceed to Section #2 on Page 3)	
Seafood Dealer or Processor		(Proceed to Section #3 on Page 4)	
For-Hire Operator		(Proceed to Section #3 on Page 5)	
Have you applied for and/or received any assistance from other Section 12005 relief programs in the CARES Act? Please circle: <b>YES</b> / <b>NO</b> - If Yes: Please provide type & amount applied for and/or received:			



## STATE OF NORTH CAROLINA – DIVISION OF MARINE FISHERIES NC CARES Act Fisheries Relief Program Application

### SECTION 2: COMMERCIAL FISHERMEN AND AQUACULTURE OPERATORS ONLY

**Please complete all parts of this section and attach all supporting documentation to the application.**

Documentation required with this application includes (Please check each box that describes the documentation you have attached to this application):				
	Copy of North Carolina Driver's License or North Carolina-issued identification			
	Copy of NCDMF-issued commercial fishing licenses or permits or ensure license or permit numbers are recorded on Page 1			
	Copy of out-of-state or federal commercial fishing licenses or permits			
	Shellfish lease holders must attach or ensure lease numbers are recorded on Page 1			
	Tax documents such as W-2, 1099, 1040 tax return, including Schedule C, or other state and federally recognized tax documentation showing revenue			
	Sales records such as, but not limited to, receipts or book-keeping ledgers (paper or electronic)			
	Other supporting documentation, such as payment records, notarized statements from buyers, shellfish lease production reports, federal vessel trip reports, trip tickets, or others will be accepted if the documentation substantiates your claim of lost revenue. <b>If you do not provide your own copies of trip tickets or lease production reports, you are accepting the information NCDMF has on record in the Trip Ticket Database and/or Lease Production Database as your supporting documentation.</b>			
Business Mailing Address: Check if N/A [ <input type="checkbox"/> ]			Business Physical Address: Check if same as mailing address [ <input type="checkbox"/> ]	
During the time period from <b>March 1, 2020 to May 31, 2020</b> , what was your pre-tax revenue from commercial fishing/aquaculture?				
<b>(A)</b> \$				
Record your pre-tax revenue from commercial fishing/aquaculture for the time period of <b>March 1 – May 31</b> for each year, 2015 – 2019, in the spaces below.				
2015 <b>(B)</b>	2016 <b>(C)</b>	2017 <b>(D)</b>	2018 <b>(E)</b>	2019 <b>(F)</b>
\$	\$	\$	\$	\$
Considering your average annual revenue from 2015-2019 and your expected total revenue for 2020, including Section 12005 assistance and other relief programs in the CARES Act, what is the maximum amount of money you estimate you could receive from this program and not be made more than 100% whole, as described in the attached cover letter? (NOTE: the amount you provide in the box below may or may not be the amount that you receive from this program)				
\$				

**Thank you for completing the NC CARES Act Fisheries Relief Program Application! You will be contacted by NCDMF staff to notify you of your status in this relief program once your application has been reviewed.**



## STATE OF NORTH CAROLINA – DIVISION OF MARINE FISHERIES NC CARES Act Fisheries Relief Program Application

### SECTION 3: SEAFOOD DEALERS AND PROCESSORS ONLY

**Please complete all parts of this section and attach all supporting documentation to the application.**

Documentation required with this application includes (Please check each box that describes the documentation you have attached to this application):				
	Copy of North Carolina Driver's License or North Carolina-issued identification			
	Copy of NCDMF issued Fish Dealer Licenses or ensure license numbers are recorded on Page 1			
	Copies of business permits or licenses issued by local and municipal government agencies outside of NCDMF that may have been issued to you that shows the physical location of the processor in North Carolina			
	Copies of any corporation, limited liability, registered 'doing business as' or other legal documentation that shows the physical location of the processor in North Carolina			
	Tax documents such as W-2, 1099, 1040 tax return, including Schedule C, or other state and federally recognized tax documentation showing revenue			
	Sales records such as, but not limited to, receipts or book-keeping ledgers (paper or electronic)			
	Other supporting documentation such as payment records, payroll files, notarized statements from buyers, trip tickets or others will be accepted if the documentation substantiates your claim of lost revenue. <b>If you do not provide your own copies of trip tickets or lease production reports, you are accepting the information NCDMF has on record in the Trip Ticket Database as your supporting documentation.</b>			
Registered name of seafood dealership or processing business:				
Business Mailing Address: Check if N/A [ <input type="checkbox"/> ]		Business Physical Address: Check if same as mailing address [ <input type="checkbox"/> ]		
During the time period from <b>March 1, 2020 to May 31, 2020</b> , what was your pre-tax revenue from seafood dealing or processing?				
<b>(A)      \$</b>				
Record your pre-tax revenue from seafood dealing or processing for the time period of <b>March 1 – May 31</b> for each year, 2015 – 2019, in the spaces below.				
2015 <b>(B)</b>	2016 <b>(C)</b>	2017 <b>(D)</b>	2018 <b>(E)</b>	2019 <b>(F)</b>
\$	\$	\$	\$	\$
Considering your average annual revenue from 2015-2019 and your expected total revenue for 2020, including Section 12005 assistance and other relief programs in the CARES Act, what is the maximum amount of money you estimate you could receive from this program and not be made more than 100% whole, as described in the attached cover letter? (NOTE: the amount you provide in the box below may or may not be the amount that you receive from this program)				
\$				

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### SECTION 4: FOR-HIRE OPERATORS ONLY

**Please complete all parts of this section and attach all supporting documentation to the application.**

Documentation required with this application includes (Please check each box that describes the documentation you have attached to this application):				
	Copy of North Carolina Driver's License or North Carolina-issued identification			
	Copy of NCDMF-issued for-hire licenses or permits or ensure license or permit numbers are recorded on Page 1			
	Tax documents such as W-2, 1099, 1040 tax return, including Schedule C, or other state and federally recognized tax documentation showing revenue			
	Trip records such as, but not limited to, receipts or book-keeping ledgers (paper or electronic), booking services and cancelations (calendar, online systems, etc.), or federal for-hire logbooks			
	Other supporting documentation such as payment records, or others will be accepted if the documentation substantiates the applicants claim of lost revenue			
Registered name of for-hire fishing business:				
Business Mailing Address: Check if N/A [ <input type="checkbox"/> ]			Business Physical Address: Check if same as mailing address [ <input type="checkbox"/> ]	
During the time period from <b>March 1, 2020 to May 31, 2020</b> , what was your pre-tax revenue from your work as a for-hire fishing operating?				
(A)      \$				
Record your pre-tax revenue from for-hire fishing operating for the time period of <b>March 1 – May 31</b> for each year, 2015 – 2019, in the spaces below.				
2015 (B)	2016 (C)	2017 (D)	2018 (E)	2019 (F)
\$	\$	\$	\$	\$
Considering your average annual revenue from 2015-2019 and your expected total revenue for 2020, including Section 12005 assistance and other relief programs in the CARES Act, what is the maximum amount of money you estimate you could receive from this program and not be made more than 100% whole, as described in the attached cover letter? (NOTE: the amount you provide in the box below may or may not be the amount that you receive from this program)				
\$				

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