



# Coastal Virginia Offshore Wind Compensation Program

## INSTRUCTIONS

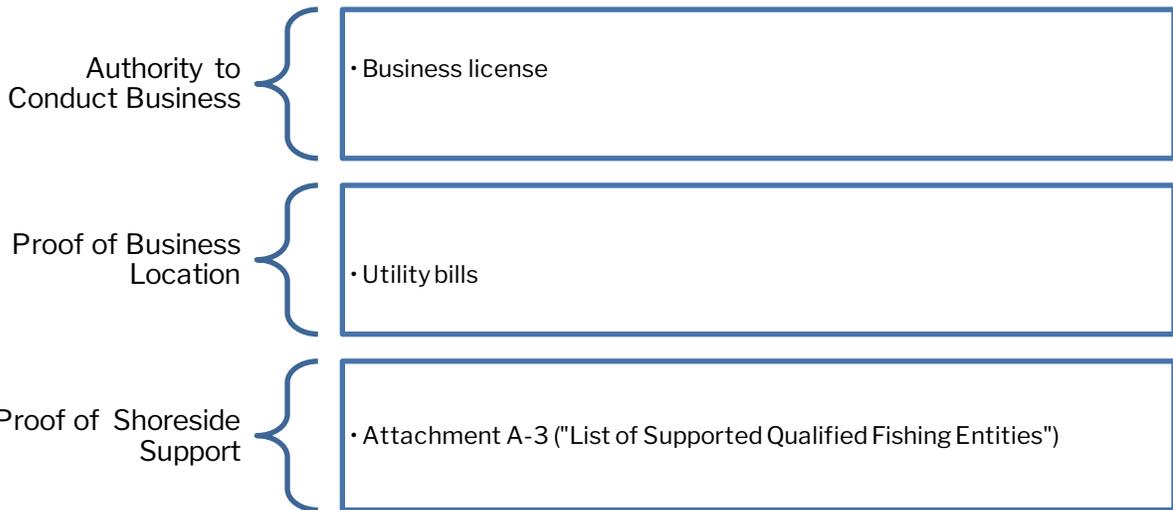
### Claimant Qualification Form: Shoreside Business

Shoreside Businesses should use this Claimant Qualification Form to establish eligibility to participate in the CVOW Fisheries Compensatory Mitigation Program (the "Program"). Read these Claimant Qualification Form Instructions carefully, then complete and return the Claimant Qualification Form and all accompanying documents to the Program Administrator.

Claimants need only demonstrate program qualification one time per Shoreside Business, either before or contemporaneous with their first claim. The qualification then attaches to that Shoreside Business for the lifetime of the Program. Thus, **YOU ONLY HAVE TO COMPLETE THIS QUALIFICATION FORM ONCE PER SHORESIDE BUSINESS** to establish that your business qualifies to participate in the Program.

A separate Economic Loss Claim Form must be submitted for each year you seek compensation from the Program. Qualification to participate in the Program does not mean qualification to receive actual payment. Only a demonstration of a compensable loss incurred by a Qualified Shoreside Business results in payment.

#### Examples of Documentary Proof You Need to Attach to Your Form:





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### Claimant Qualification Form: Shoreside Business

## DEFINITIONS

- (1) Claimant.** A commercial or for-hire fishing business (which can be an individual operating a sole proprietorship or a standalone legal entity) or vessel that advances the claim. All Program notifications will be addressed to “the claimant,” and all payments will issue to “the claimant,” even if an authorized representative of the business completes the Claimant Qualification Form.
- (2) Commercial Fishing Entity.** A vessel or business entity (corporation, limited liability company, partnership, sole proprietorship, or similar legal form) engaged in commercial fishing operations and all its assets (vessels, equipment, etc.).
- (3) Construction.** The period from the first seabed disturbing activity following approval of the Coastal Virginia Offshore Wind (“CVOW”) Project’s Construction and Operations Plan (“COP”), which occurred on February 11, 2024. The Construction period ends on the date on which all turbines are installed, and the Project is delivering commercial power to the point of interconnection.
- (4) For-Hire Fishing Entity.** A vessel or business entity (corporation, limited liability company, partnership, sole proprietorship, or similar legal form) engaged in for-hire recreational fishing operations.
- (5) Historical Period.** For Qualified Surfclam Fishing Entities, the period of time before January 28, 2024, in which they lawfully fished for surfclams within Virginia coastal waters or federal waters offshore from Virginia or North Carolina.
- (6) Loss Period.** The period from February 11, 2024, through December 31, 2059. The Fund and Surfclam Fund cover Qualified Fishing Entities’ Eligible Economic Loss Claims experienced during the Loss Period. Claims could not accrue before Construction began. Each claim relates to all qualifying losses experienced within a single calendar year from January 1st through December 31st.
- (7) Offshore Project Area.** The Lease Area and the Offshore Export Cable Route Corridor. See [Section 3.1 and Figure 3.1-1 of the COP](#) for an overview and detailed description of the Lease Area’s location.
- (8) Permit.** Any federal or state authorization, license, or approval required for lawful commercial or for-hire recreational fishing activity.
- (9) Program Administrator.** BrownGreer PLC serves as the neutral, third-party administrator contracted to “receive claims, make claims determinations, and pay or deny claims, as appropriate” for the Program and the Surfclam Program, in accordance with the Construction and Operations Plan for the Project.
- (10) Project.** The Dominion Energy Virginia (“Dominion Energy”) Coastal Virginia Offshore Wind (“CVOW”) Commercial Project.
- (11) Qualifying Permit and Fishing History.** The record of fishing activities associated with an individual, business, or vessel, including all prior holders, transfers, or renewals relevant to demonstrating lawful fishing activity within the Qualifying Period or Loss Period, including, but not limited to:
  - a. the information which is required to be reported to VMRC pursuant to 4VAC20-610-60(H); and/or
  - b. that which is associated with National Marine Fisheries Service Greater Atlantic Regional Fisheries Office and/or Southeast Regional Fisheries Office permit number.



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- (12) Qualified Fishing Entity.** A Commercial or For-Hire Fishing Business or a vessel with Qualifying Permit and Fishing History that demonstrates satisfaction of the criteria set out in Sections III.3 and IV.B.1 of the Protocol and has been approved by the Program Administrator as eligible to submit claims.
- (13) Qualified Surfclam Fishing Entity.** A Commercial Fishing Business or a vessel with Qualifying Permit and Fishing History that demonstrates satisfaction of the criteria set out in Sections III.3 and V.B.1 of the Protocol and has been approved by the Program Administrator as eligible to submit claims.
- (14) Qualifying Period.** The three-year period of October 30, 2020, through October 30, 2023.
- (15) Qualified Shoreside Businesses.** Shoreside businesses that either: (a) lawfully supported through direct, first-transaction sales to, or purchases from, those Commercial Fishing Businesses and/or For-Hire Fishing Businesses impacted by the Construction, Maintenance and Operations, or Decommissioning of the CVOW Project within the three-year period of October 30, 2020, through October 30, 2023; or (b) lawfully supported through direct, first-transaction sales to, or purchases from, those Surfclam Fishing Businesses impacted by the Construction, Maintenance and Operations, or Decommissioning of the CVOW Project before January 28, 2024.

## I. CLAIMANT INFORMATION

**A. Authorized Representative Information.** As the individual authorized to act on behalf of the business, you must provide your name, mailing address, email address, phone number and the last four digits of your Social Security Number or Tax Identification Number.

### B. Business Information.

- 1. Demographic Information.** If the business operates under a different name or tax identification number than the individual who is submitting the claim on behalf of the business, provide the business's name, employer identification number, [tax filing classification](#), mailing address, email address, phone number, and the name of the principal officer (such as the president, CEO, owner, etc.).
- 2. Documentary Proof of Authority.** You must submit documentary proof of:
  - a. the business's authority to conduct business (a valid business license, annual state filings, or state certificate of good standing, for example) at any time during the Qualifying Period; and
  - b. the business's location (for example, a utility bill or other reliable document showing the business address);
  - c. that the Authorized Representative has the authority to act on behalf of the business or commercial vessel owner. Examples may include, but are not limited to, organizational documents such as articles of incorporation, by laws, operating agreements, etc.; state certificates or statements, contracts, delegation of authority letters, power of attorney documents, employment agreements, IRS documents, or corporate board resolutions. Contact the Program Administrator for help if you are unsure whether your documents establish your authority to act on the Claimant's behalf.



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### Claimant Qualification Form: Shoreside Business

#### II. SHORESIDE SUPPORT BUSINESSES PROGRAM QUALIFICATION

- (1) Authority to Buy Seafood.** Provide the requested Seafood Buyer’s License Number, if required to operate in your location.
- (2) Statement of Qualifying Support.** To qualify to participate in the Program as a Shoreside Business, you must establish that you supported, through direct, first-transaction sales to, or purchases from, either: (a) at least one Qualified Fishing Entity within the three-year period of October 30, 2020, through October 30, 2023 (the “Qualifying Period”); or (b) at least one Qualified Surfclam Fishing Entity before January 28, 2024. Choose the appropriate option in this section.

If you answered “**Yes**” to questions (a) or (c) in this section, complete Attachment A-3 to provide a list of Commercial Fishing Business(es) and For-Hire Fishing Business(es) you supported through the Qualifying Period. If you need more space, you may submit additional pages as an attachment to your Claimant Qualification Form.

If you answered “**No**” to questions (a) or (c) in this section, provide a written statement indicating why your business should otherwise qualify as a Shoreside Business and attach the statement to your Claimant Qualification Form.

#### III. CERTIFICATION AND SIGNATURE

Sign the Claimant Qualification Claim Form and return it to the Program Administrator by one of the following methods:

**Mail**

CVOW Program Administrator  
P.O. Box 85006  
Richmond, VA 23285-5006

**Email**

[Contact@CVOWFisheriesCompensation.com](mailto:Contact@CVOWFisheriesCompensation.com)

#### IV. NEXT STEPS

- As mentioned above, you must only submit the Claimant Qualification Form once to establish that the business qualifies to participate in the Program. Attach all supporting documentation to this Qualification Form and submit it to the Program Administrator. If you do not provide proof of the required information or attach the required documentary evidence to your Claimant Qualification Form, the form will be deficient and you will not be eligible to participate in the Program until that deficiency is resolved. **The Program Administrator will notify you if any required information is missing.**
- **To file a claim form for an economic loss caused by offshore wind development, you must complete and submit an Economic Loss Claim Form within two calendar years of the year of claimed loss.** For example, claims for 2023 would be due by December 31, 2025). A separate Economic Loss Claim Form must be filed for each year of claimed loss.
- The Program Administrator will maintain records of Qualified Entities. If the business is later sold, leased, traded, replaced, or otherwise disposed of, any such transfer of interest must be registered with the Program Administrator. **It is your responsibility, as the Shoreside Business, to provide the Program Administrator with documentation of the sale, lease, or other change in ownership,** including the contract and any information about the Shoreside Business that has changed (e.g., new owner, business, licenses, etc.).



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### Claimant Qualification Form: Shoreside Business

#### V. CONTACT US

You may email [Contact@CVOWFisheriesCompensation.com](mailto:Contact@CVOWFisheriesCompensation.com) if you need assistance completing the Claimant Qualification Form.

*END OF QUALIFICATION FORM INSTRUCTIONS*