
8.33 kHz EU grant funding: Eligibility criteria

CAP 1501

This document defines the eligibility criteria that will be applied by the CAA to claims for EU funding of 8.33 kHz radio equipment.

This is **NOT** the claim form.

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1. General information

EU CEF funding

1. On 1 January 2018 the law changes and all aircraft operating in airspace that requires the carriage of a radio must have 8.33 kHz voice compatible equipment fitted and operational.
2. To assist this change, the CAA's GA Unit has secured €4.3m of EU funding, representing 20% of the total anticipated cost to the UK fleet. This funding is from the European Union's Connecting Europe Facility (CEF). There are no additional funds available.

Overarching funding parameters

3. The funding will cover purchases from 16 February 2016 through to 31 December 2017.
4. Claims will be assessed, accepted (or rejected) and funding allocated on a "first come, first served" basis, determined by the order in which they were received by the CAA.
5. There will be 3 "call periods" where at the end of each period all claims submitted to that date will be assessed and funds allocated. The first period of call for claims will close at 23:59 on 31 March 2017. Then, if there are still funds that are not allocated, a second call for claims period will be opened that will close at 23:59 on 30 September 2017. If at the end of this second period there are still funds unallocated, then a third and final call for claims period will be opened that will close at 23:59 on 31 December 2017. In summary, the 3 call periods are as follows:
 - a) 00:00 on 16 February 2016 to 23:59 on 31 March 2017
 - b) 00:00 on 01 April 2017 to 23:59 on 30 September 2017
 - c) 00:00 on 01 October 2017 to 23:59 on 31 December 2017
6. All claims need to clearly be associated to an approved airborne 8.33 kHz channel spaced Very High Frequency (VHF) avionic voice communications system (VCS) where the 8.33 kHz VCS is an integral part of the equipment. These are often commonly referred to as, for example; Comms, Nav/Comms, GPS/Comms, Comms systems, or Handhelds. In this document, the generic use of the term "comms" can be read to include any of the above.

7. Approval of comms equipment can be achieved in 2 ways. Preferably, the comms transceiver will have an individual approval number from ETSO, TSO, or CAA. Alternatively, if it does not have an individual approval, then it must have an approval that is gained at installation (e.g. EASA minor change approval certificate number or CAA minor modification approval certificate number). Note that the European Technical Standard Order (ETSO) and the Federal Aviation Administration Technical Standard Order (TSO) now have a bilateral agreement and quoting either one is sufficient.
8. Certain associated hardware items and related fitting accessories are also eligible for funding and are listed within these criteria.
9. There is no funding for labour costs.
10. Appropriate current UK airborne radio licence is required – “fixed” or “transportable” (“Aircraft Radio Licence” or “Aeronautical Transportable Radio Licence” respectively).
11. For “fixed” claims; UK fleet aircraft with maximum take-off mass (MTOM) of 13,999 kg or lower (referred to as Tier 2 or below).
12. Maximum of 20% of gross cost can be refunded. However, if claiming for a legal entity that is VAT registered, then the refund is against the net cost (ex-VAT), and the refund is similarly ex-VAT (noting that any maximum cost limits will still apply to the gross cost)
13. Refund only, no forward pre-purchase funding.
14. All claims will be supported by receipts and submitted in GBP (£). Any non-GBP purchases must be supported by evidence of the exchange to GBP.
15. The following maximum threshold caps are applied to the net cost (ex-VAT) of each piece of comms equipage itself when the CAA is considering the amount of refund. The figures quoted relate back to a cost in Euros from the EU Grant Agreement Contract, or a lower threshold set by the CAA, that has been converted to GBP at an exchange rate of 1.2 (being the average exchange rate of 2016):

a) Combined nav/comms systems	€24,000	==	£20,000
b) Fixed radio only	€6,000	==	£5,000
c) Handheld radio	€800	==	£666
16. For each claimant, there is an absolute maximum per claimant limit of €60,000 (== £50,000) that can be paid to them (this equates to a claim of €300,000 (== £250,000), this is called the “per claimant maximum limit”.

17. For each aircraft, an absolute maximum gross (incl. VAT) cost of £20,000 per aircraft can be considered (20% of this equates to a £4,000 refund). This is the gross cost including VAT, noting that these same limits apply to all claimants, including VAT registered ones. This is called the “per aircraft maximum cap”.
18. Payments will only be made into UK bank accounts that are denominated in GBP (£).
19. The CAA has received an advance grant payment from the EU. After each call period, the CAA will use the advanced EU funds to make payments to allocated claims, until the advance funding has been exhausted. All allocated claims that are not able to be paid from this advance EU funding will actually receive their refund at the end of the project. It is anticipated that this will be before May 2018. It should be noted that all claims are assessed against the eligibility criteria as they arrive to the CAA in the order that they are received. Those that meet the criteria, are accepted and added to a list that is pending approval for allocation of funding. The claimant is notified of this “acceptance” pending approval. This means that if sufficient funding is available, then they will be refunded at the appropriate time as described above. However, this “acceptance” is not an absolute guarantee of funding as the amount of money that the CAA receives from the EU is dependent upon the foreign exchange rate. Where a claim is rejected, the claimant will be informed of the reason and provided opportunity to re-submit. Any re-submission will be treated as a new submission.

Background Radio Licence information (e.g. what a licence entitles you to)

20. To avoid sanctioning an unapproved activity and to ensure the claim is for aircraft usage, the claimant must have either a “fixed” or a “transportable” radio licence issued by the CAA on behalf of Ofcom (“Aircraft Radio Licence” or “Aeronautical Transportable Radio Licence” respectively). If they have both and are claiming different radios under both licences, then they should submit 2 separate claims.
21. A fixed aircraft radio licence is tied to 1 aircraft and can cover not only installed (fixed) comms equipment, but also handheld comms that are dedicated to be used only in that aircraft. Furthermore, it does not itself restrict the number of VHF comms that are physically installed (“fixed”), nor does it restrict the number of “handheld” comms devices that are dedicated for use only in that aircraft.
22. Our funding criteria for an aircraft with a fixed aircraft radio licence, will allow a claim for up to 2 “fixed” and up to 2 “handheld” comms devices that are only to be used in that one aircraft. (Note that this limit of 4 devices per aircraft is to cover the permutations that we want to cover with this funding).

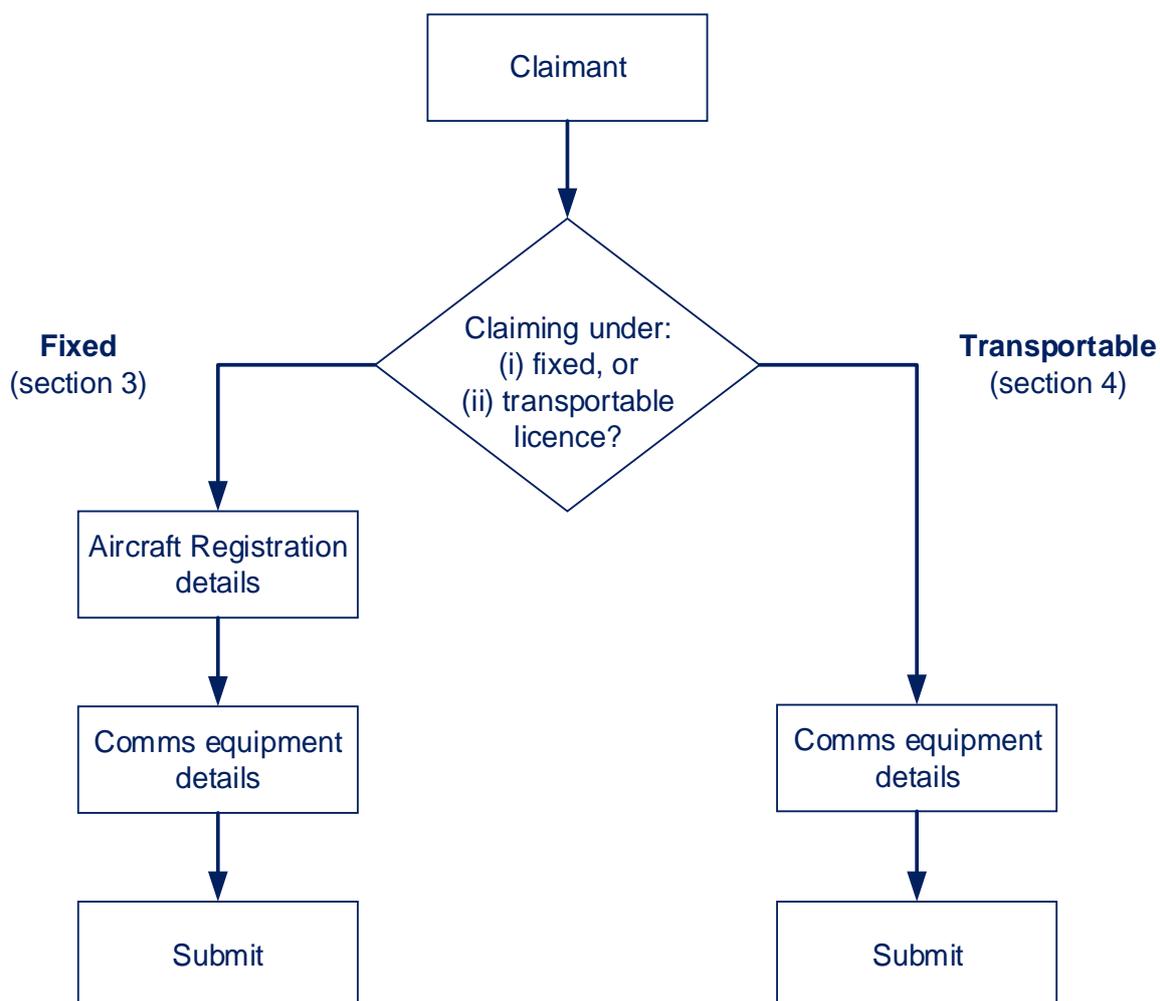
23. Where a claimant has more than 1 aircraft with fixed comms equipment, then they would submit separate claims for each aircraft. The “per aircraft maximum cap” applies to each aircraft, and the overall “per claimant maximum limit” applies to the claimant.
24. For a fixed comms equipment claim, the claimant shall be shown to have a genuine legitimate connection with the aircraft and its fixed radio licence.
25. An aeronautical transportable radio licence is for just 1 comms device that is not fitted into the aircraft and can be operated as a standalone device in various aircraft. It is transportable and can therefore be used in the aircraft that the operator is flying in, subject to the approval standard that the device has been certified to meet. “Handheld” radios are an example of transportable comms equipment.
26. The transportable licence is not tied to an aircraft and so it is not relevant to ask for the UK registration of the aircraft.
27. For a transportable comms claim, the claimant shall be shown to have a genuine legitimate connection to the transportable radio licence holder.

2. Eligibility criteria

Type of Radio Licence are you claiming under

1. All claims are made against an appropriate current UK airborne radio licence, either:
 - a) “fixed” (Aircraft Radio Licence); or
 - b) “transportable” (Aeronautical Transportable Radio Licence).
2. The eligibility criteria for claiming under each type of radio licence are now defined separately below.
3. For transportable licence claims, please go straight [to section 4 “Aeronautical Transportable Radio Licence”](#).

Overview of process



3. Fixed Aircraft Radio Licence

Claimant

1. The claimant is either:

- a) claiming for themselves as an individual; or
- b) claiming on behalf of an entity.

In both cases, the claimant must have a genuine legitimate connection with the ownership of the aircraft.

2. The onus is on the claimant to provide evidence as required by the CAA that they have this genuine connection.

3. When claiming on behalf of an entity, the claimant might be representing, for example; a company, syndicate, club, charity, lessee, or undertakings. The full list of who can be registered by the CAA for an aircraft is contained within the Air Navigation Order 2016 (ANO); Article 26 “Who may register aircraft in the United Kingdom”.

4. Full aircraft registration information is held internally by the CAA on the Aircraft Information System database (AISD). A subset of this data is available publicly online and is often referred to as “G-INFO”. There is a legal requirement in the ANO for registered owners of aircraft to notify the CAA immediately of any changes to the information supplied when applying for the registration of the aircraft. If the data is incorrect, then that must be updated in accordance with the ANO prior to any claim being submitted else the claim can be rejected.

5. Where the claimant is listed in AISD against this aircraft, then that will be sufficient evidence to show the genuine connection to the aircraft ownership and no further evidence will be required.

6. If the claimant is not listed on AISD, then additional evidence is required. Where the claimant is claiming on behalf of an organisation (e.g. company, charity or undertakings), then evidence that they have authority to act on their behalf could be, for example, a screen shot from the companies house website listing themselves as a company director, or for a charity then a screen shot from the charity commission website, or for an undertakings, from a recognised website for that organisation.

7. In the capacity of claimant, the individual person must have a genuine legitimate connection to the licensee on the fixed aircraft radio licence in a similar manner as described above in this section.

Eligible aircraft

8. The aircraft must be registered in the United Kingdom. There are only 2 alternatives:
 - a) It is on the G-reg, meaning it is registered with the CAA on the United Kingdom Register of Civil Aircraft (held in AISD) in accordance with the ANO. These aircraft will have an unique "G-reg" assigned to them; or
 - b) If an Annex II glider that is NOT on the G-reg, then it must be registered with the British Gliding Association (BGA) and have an unique BGA registration number (e.g. BGA 1234). Note that for these Annex II gliders, the check for having a genuine legitimate connection with the ownership of the aircraft as described above under [section 3, Claimant](#), will be against the BGA registration records and not the AISD.
9. MTOM of the aircraft must be 13,999kg or lower (Tier 2 or below).
10. The aircraft will be the same one that this fixed aircraft radio licence is assigned to.

Receipts are required to support a claim

11. Every item claimed for must be supported by a legible purchase receipt.
12. The receipt must show the purchase date to be within this or a previous call period as defined above within [section 1, paragraph 5](#).
13. In general, the claimant would also be the purchaser named on the receipt(s). If not then the purchaser must be shown to have a close association with the claimant or a connection to the ownership of the aircraft as described above in [section 3, Claimant](#).
14. Purchases can only be considered if they are from a recognised bonafide business and supported by a receipt that clearly shows the item claimed. This will allow the CAA to check with the retailer if required.
15. Where a claimant purchased an item as part of a packaged deal (so the individual price of the claimed item is not shown on the receipt), then they must also provide clear evidence of the price from this retailer that would have been paid had the item been purchased on its own (e.g. screen printout or document from the retailer).
16. Where a claimant purchased as part of a bulk purchase packaged deal (so the individual price of their claimed item is not shown on the receipt), then they must also provide clear evidence of the price from this retailer that would have been

paid had the item been purchased on its own (e.g. screen printout or document from the retailer).

17. All claims will be submitted in GBP. Any non-GBP purchases must be supported by receipt as described above, along with evidence of the exchange to GBP. This exchange rate evidence could, for example, come from the credit card statement, or from a receipt for the foreign exchange supported by a screen shot of the market rate on the day of purchase (noting that in this case if the rate varies by more than 10% then the least favourable rate will be used for the calculation). It should be noted that simply providing a screen shot of the exchange rate on the day of purchase, on its own, will not be deemed sufficient evidence.

Types of fixed comms equipage that can be claimed

18. When claiming for a fixed installation, the following constitutes an 8.33 kHz radio VCS fixed comms installation:

- a) A piece of approved avionics equipment, as defined above within [section 1, paragraph 7](#), where the 8.33 kHz voice communication facility is an integral part of the system.

For example:

- i. Radio only;
 - ii. GPS / Nav / Radio; or
 - iii. Integrated Communications systems.
- b) 8.33 kHz handheld radio, including those purchased as a “kit” that is packaged with related accessories (e.g. Pro pack, Sport pack).

Note: When the VCS comms is purchased as a manufacturers kit (e.g. Pro pack, Sport pack) then the cost of the kit is allowable and does not require the price of the individual comms part to be broken out.

19. The maximum cost for each comms equipage is capped as described above in [section 1, paragraph 15](#).

20. When claiming for comms equipage, the claimant will be asked to provide:

- a) Comms Equipment information – make, model, variant, serial number.
- b) Approval details of comms equipment; this will be an individual equipment approval number (ETSO / TSO / CAA approval), or, if the radio does not have an individual equipment approval number, then through the approval

reference number of its installation (e.g. EASA minor change approval certificate number or CAA minor modification approval certificate number).

- c) Details of where it was purchased and the cost.

Types of fitting kit and related fitting accessories that can be claimed per comms equipage

- 21. So long as a comms equipage has also been claimed, then certain fitting kits and related fitting accessories are eligible for funding. These can be claimed for each fixed comms device that is claimed for.
- 22. Below are details of exactly the related fitting accessories that can be claimed, along with the maximum gross cost cap (incl. VAT) against each item:
 - a) Radio manufacturer prepared installation fitting kit for this equipment – up to £1,500 total
 - b) Panel mounting frame / bezel / tray – up to £500 total
 - c) Mounting brackets – up to £300 total
 - d) Connectors and adaptors – up to £500 total
 - e) Wiring harness for this equipment – up to £500 total
 - f) Aerial, Antenna and / or cabling – up to £500 total
- 23. When claiming for fitting accessories, the claimant will need to supply receipts. They will also be asked for details of the fittings, and where appropriate, the make, model, and serial numbers of the accessories.

Types of associated hardware that can be claimed per aircraft

- 24. So long as a comms equipage has also been claimed, then certain associated hardware is also eligible for funding. These can be claimed once per aircraft.
- 25. Below are details of exactly the associated hardware that can be claimed, along with the maximum gross cost cap (incl. VAT) against each item:
 - a) Intercom systems – up to £300 total
 - b) Headset (s) – up to £500 total
 - c) Audio Panel – up to £1,500 total
 - d) Control head – up to £500 total

- e) Remote microphone/speaker – up to £300 total
 - f) Charging cables, charging dock, cases, spare OEM battery – up to £300 total
26. When claiming for associated hardware, the claimant will need to supply receipts. They will also be asked, where appropriate, for details of the make, model, and serial numbers.

General considerations for fixed claims

27. It is possible that a claimant may not be in a position to claim for everything at the same time in 1 submission. This is allowed, and a maximum limit of 4 submissions can be made under this licence (and hence against this aircraft). For example, this might be because they only want to purchase 1 comms device at a time, and they want to claim early knowing that it is on a first come, first served basis. It should be noted however that for any claim to be considered for “related fitting accessories” or “associated hardware”, the claimant, under this fixed licence number, must have made a valid claim for an 8.33 kHz comms device. This is, for example, to prevent a claimant simply claiming for a new headset without ever claiming for a comms device.
28. The maximum cap limits relate to the gross cost (incl. VAT). However, if a legal entity that is VAT registered, then the same gross cost limits apply, but the refund is against the net cost (ex-VAT), and the refund is similarly ex-VAT.

4. Aeronautical Transportable Radio Licence

Claimant

1. The claimant is either:

- a) claiming for themselves as an individual; or
- b) claiming on behalf of an entity.

In both cases, the claimant must have a genuine legitimate connection with the licensee on the aeronautical transportable radio licence.

2. The onus is on the individual to provide evidence as required by the CAA that they have this genuine connection.

3. When claiming on behalf of an entity, the claimant might be representing, for example; a company, syndicate, club, charity, lessee, or undertakings.

4. The CAA holds radio licence information on a database called the Aeronautical Radio Licence System (ARLS), and it is against this information that licensee data is checked.

5. Where the claimant is listed in ARLS against this transportable licence, then that will be sufficient evidence to show the genuine connection to the licence and no further evidence will be required.

6. If the claimant is not listed on ARLS, then additional evidence is required. Where the claimant is claiming on behalf of an organisation (e.g. company, charity or undertakings), then evidence that they have authority to act on their behalf could be, for example, a screen shot from the companies house website listing themselves as a company director, or for a charity then a screen shot from the charity commission website, or for an undertakings, from a recognised website for that organisation.

Receipts are required to support a claim

7. Every item claimed for must be supported by a legible purchase receipt.

8. The receipt must show the purchase date to be within this or a previous call period as defined above within [section 1, paragraph 5](#).

9. In general, the claimant would also be the purchaser named on the receipt(s). If not then the purchaser must be shown to have a close association with the

claimant or a connection to the licensee as described above in [section 4, Claimant](#).

10. Purchases can only be considered if they are from a recognised bonafide business and supported by a receipt that clearly shows the item claimed. This will allow the CAA to check with the retailer if required.
11. Where a claimant purchased an item as part of a packaged deal (so the individual price of the claimed item is not shown on the receipt), then they must also provide clear evidence of the price from this retailer that would have been paid had the item been purchased on its own (e.g. screen printout or document from the retailer).
12. Where a claimant purchased as part of a bulk purchase packaged deal (so the individual price of their claimed item is not shown on the receipt), then they must also provide clear evidence of the price from this retailer that would have been paid had the item been purchased on its own (e.g. screen printout or document from the retailer).
13. All claims will be submitted in GBP. Any non-GBP purchases must be supported by receipt as described above, along with evidence of the exchange to GBP. This exchange rate evidence could, for example, come from the credit card statement, or from a receipt for the foreign exchange supported by a screen shot of the market rate on the day of purchase (noting that in this case if the rate varies by more than 10% then the least favourable rate will be used for the calculation). It should be noted that simply providing a screen shot of the exchange rate on the day of purchase, on its own, will not be deemed sufficient evidence.

Types of transportable comms equipage that can be claimed

14. A transportable comms device is defined as an approved portable aeronautical VHF 8.33 kHz voice communications device with an integral antenna and power supply, which is not designed to be permanently installed on an aircraft and can be operated as a standalone device in various aircraft.
15. When claiming for a transportable comms equipage, the following constitutes an 8.33 kHz radio VCS:
 - a) A piece of approved avionics equipment, as defined above within [section 1, paragraph 7](#), where the 8.33 kHz voice communication facility is an integral part of the system.

For example:

 - i. Radio only;

- ii. GPS / Nav / Radio; or
 - iii. Integrated Communications systems.
- b) 8.33 kHz handheld radio, including those purchased as a “kit” that is packaged with related accessories (e.g. Pro pack, Sport pack).
- Note: When the VCS comms is purchased as a manufacturers kit (e.g. Pro pack, Sport pack) then the cost of the kit is allowable and does not require the price of the individual comms part to be broken out.
16. The maximum cost for each comms equipage is capped as described above in [section 1, paragraph 15](#).
17. When claiming for comms equipage, the claimant will be asked to provide:
- a) Comms Equipment information – make, model, variant, serial number.
 - b) Approval details of comms equipment; this will be an individual equipment approval number (ETSO / TSO / CAA approval).
 - c) Details of where it was purchased and the cost.

Types of associated hardware that can be claimed

18. So long as a comms equipage has also been claimed, then certain associated hardware is also eligible for funding.
19. Below are details of exactly the associated hardware that can be claimed, along with the maximum gross cost cap (incl. VAT) against each item:
- a) Intercom systems – up to £300 total
 - b) Headset (s) – up to £500 total
 - c) Remote microphone/speaker – up to £300 total
 - d) Charging cables, charging dock, cases, spare OEM battery – up to £300 total
 - e) External aerial system and associated cabling – up to £500 total
20. When claiming for associated hardware, the claimant will need to supply receipts. They will also be asked, where appropriate, for details of the make, model, and serial numbers.

General considerations for transportable claims

21. The transportable radio licence covers only 1 radio. It is possible that a claimant may not be in a position to claim for everything at the same time in 1 submission. This is allowed, and a maximum limit of 2 submissions can be made under this licence. For example, this might be because they only want to purchase their comms device first, and they want to claim early knowing that it is on a first come, first served basis. It should be noted however that for any claim to be considered for “associated hardware”, the claimant, under this transportable licence number, must have made a valid claim for an 8.33 kHz comms device. This is, for example, to prevent a claimant simply claiming for a new headset without ever claiming for a comms device.
22. The maximum cap limits relate to the gross cost (incl. VAT). However, if a legal entity that is VAT registered, then the same gross cost limits apply, but the refund is against the net cost (ex-VAT), and the refund is similarly ex-VAT.