

## Port Based Welfare Application Form

**This is the application form to request funds towards Port Based Welfare projects. You will be asked to pick one sub-category for your PBW grant request. The sub-categories are: 1. "Building" for repairs and refurbishment of existing port based welfare facilities. (seafarers' centres, hospitals, dormitories). 2. "Equipment" to purchase equipment and furniture for port based welfare facilities. 3. "Services" to provide services in port such as ship visiting, Wi-Fi onboard ships, counselling in port etc.**

### ORGANISATION DETAILS

Organisation Name

Also Known As

Organisation short name

Organisation Type

Charity Number

If you have a charity ID number use this space

Address

Postal Code

City

Country

- Select One -

Phone

E-mail Address

Web Address

ORGANISATION PRIMARY CONTACT

Title

First Name

Last Name

Phone Number

E-mail

GRANT REQUEST PRIMARY CONTACT

Same as Organisation Primary Contact?

No

Title

First Name

Last Name

Address

Postal Code

City

Country

<None>

Phone Number

Email

## Request Details

### PROJECT DETAILS

**Project Title**

Maximum 25 words

**Grant Category**

Building is to build new or refurbish existing ones. Equipment is for computers, furniture etc. Services is for setting up new services like ship visiting, counselling, medical etc.

**Project Description**

Maximum 300 words

**Beneficiaries**

Number of seafarers that will benefit from the project per year

**Beneficiaries other than Seafarers**

If the majority of the beneficiaries are not seafarers, please list them here

**Port**

Port where the project will be located

**Other Port**

Use this field if you can't find your port in the menu above

**In which country is the project located?**

If your project is not located in a specific country or in more than one country, choose "International". Choose "Regional" for project developed in various countries within the same region. Use "Other" if you can't find your country.

**Other Country**

Use this field if you can't find your country in the menu above

**Project Start Date**

**Project End Date**

**ITF Seafarers' Trust Promotion**

In the event that your grant request is approved, how do you intend to promote the ITF Seafarers' Trust?

## PROJECT BUDGET

**Requested Currency**

This is the currency that it will be used in all other currency fields in this application

**Requested Amount**

Amount in your requested currency

**Total Project Costs**

Amount in your requested currency

**Project Proposal**

For requests over 50,000 GBP, attach here a more detailed project proposal. You can download a project proposal form here: <https://www.seafarerstrust.org/how-to-apply-for-funds/>

**Cost Breakdown**

If you haven't done so in the project proposal above, give us a cost breakdown for the project. Itemize the different expenditures with related cost

**Applicant Contribution**

Your contribution towards the project using the requested currency

**Project Additional Funding**

If you have applied to other funders for this project, list them here and explain the outcome of each request

**1st Quotation**

If you are applying for capital costs (building and equipment), upload 2 quotations to justify your requested amount

**2nd Quotation**

**Preferred Quotation**

Let us know your preferred quotation and the reason why you choose it

## Port Based Facility

### PORT-BASED FACILITY DETAILS

#### Port-Based Facility

Name and address of the port-based facility (seafarers' centres, hotels, dormitories, clinics, etc.) involved in this project

#### Seafarers' Centre Visitors

Number of seafarers that visited your centre in the last complete calendar year

#### Full-Time Staff

Number of Full-time staff employed

#### Part-Time Staff

Number of part-time staff employed

#### Volunteers

Number of volunteers

### PORT DETAILS

Number of ships calling at your port

#### Type of ships calling at the port you are serving

List the type of ships calling at your port with numbers

#### Port Welfare Committee

Is there a Port Welfare Committee in your port?

No

#### Port Welfare Committee Support

Upload a support letter from your your local Port Welfare Committee , if applicable

#### Port Levies

Are port levies collected in your port?

No

Port Levies Amount

### **Bank Account**

Your organisation bank detail, which will be used to pay the grant fund in case your request is successful. If a Intermediary bank is involved in the transaction, let us know the details via email.

Account Name

IBAN

SWIFT Code

Bank Name

Bank Address

### **Attachments**

**ITF Affiliated Union Endorsement**

Upload here the Endorsement from a National ITF affiliate General Secreatry or President office

**Head Office Support**

Upload a support letter from your Head Office, if applicable

**Audited Accounts**

Upload your organisation most recent audited accounts

**Additional Attachment**

Leaflet, maps, annual report etc.