

Seafarers UK 2018 Grants Programme

Updated March 2018

Funding Organisations to Support Seafarers

Seafarers UK is a charity that has been supporting the maritime community for 100 years. We fund organisations that make a real difference to people's lives across the Merchant Navy and Fishing Fleets in the UK and Commonwealth. The services we fund have a positive impact on all seafarers. In 2017 we gave grants totalling over £3.17million to 68 maritime welfare charities, who in turn supported over 173,000 beneficiaries.

An application can be made for a grant by organisations that are a registered charity or have charitable aims and provide help, support or services to former seafarers, seafarers who are currently active and working at sea or young people who are studying or training to prepare to work or serve at sea in the future.

A "seafarer" is defined as any person who is employed or engaged or works in any capacity on board a ship and whose normal place of work is on a ship.

Grants Programmes

In 2018 there is a choice of applying for funding from one of two grant programmes:

1. **The Seafarers UK Grants Programme** - This is the main grants programme. It is open to organisations that support UK and / or Commonwealth seafarers.
2. **Merchant Navy Fund Grants** - This is a separate programme administered by Seafarers UK on behalf of the Merchant Navy Welfare Board. It is aimed specifically at organisations that help UK Merchant Navy seafarers and their families.

Programme Priorities

The [2007 Maritime Charities Funding Group report 'Supporting Seafarers and their families'](#) defined four different categories of seafarer. These four categories have been adopted as priority groups to benefit from Seafarers UK's funding support. The categories are:

1. Older seafarers and their dependants - typically an older seafarer would have retired from active full-time work.
2. Working age seafarers - people who normally work at sea in the maritime industries, former seafarers under the usual retirement age, and merchant navy cadets and trainees.
3. Families and dependants of working age seafarers - either working or former seafarers under the average retirement age.
4. Young people in maritime youth groups - specifically young people who are in education or training which is linked to preparing to work or serve at sea.

Funding Criteria

An organisation may apply for a grant if the following funding criteria is met:

- Is a registered charity or an organisation with charitable aims
- Delivers services, support and help to UK or Commonwealth seafarers and / or their dependents
- Operates in the UK and/or Commonwealth
- Has submitted most recent Annual Accounts within the 10 month period required by the Charity Commission, or within the requirements of other relevant authority if not a registered charity

Types of Funding

Seafarers UK will consider grant applications for:

1. Project costs - This is the specific cost incurred in delivering a project. It includes all of the direct costs involved in the project and you may add 'full cost recovery' at no more than 5% of your total application request.
2. Core funding costs - This is the general running costs (sometimes referred to as 'revenue' costs) that exist whether or not you support one project/area of work or 11 projects. Examples are staff and management costs, development costs (e.g.: staff training, professional memberships etc.) and support costs such as IT, finance, HR and premises costs.
3. Some capital costs - This is the cost of purchasing new equipment or refurbishing or building premises. Priority will be given to initiatives that directly support the ongoing work of charities in delivering direct welfare services and benefits to current and ex-seafarers and their families. Please be aware, that substantial capital grants are rare, and if in excess of £100K should always be discussed prior to submitting a grant application.

NB: Full cost recovery refers to all the costs involved in running a project. This means that you can request funding for the direct project costs incurred and for a proportionate share of your organisation's overheads.

Timelines

A grant application can be submitted at any time of the year as we do not operate deadlines. Our grants year is a full calendar year.

Seafarers UK have regular meetings when grant applications are considered. Decisions on grant applications are made a minimum of six times a year. We cannot guarantee that your application will be considered at a particular time, so it is recommended that you plan ahead.

Please be aware that Grant applications in excess of £10,000 can take a minimum of three months to assess and be considered by Trustees. Grant requests of £10,000 and under can take a minimum of six weeks before a decision is made.

Once your grant application has been considered and a decision has been made, we will write to notify you of the Trustee's decision on the outcome of your application.

Submitting a Grant Application

Grant applications must be made online. If you need help with this, please get in touch.

Click [APPLY HERE](#) to enter the online grant application system.

The first stage is an online eligibility test. This will enable you to check that you meet our funding criteria.

Before you begin, please read through the detailed step-by-step [2018 Online Application Form Guidance Notes](#) to make sure you have all the information you need and know what is required.

When your online grant application is completed and you have pressed 'submit' your application will generate an automatic acknowledgement email. If you do not receive an email acknowledging submission contact us on 0207 932 5975 as we may not have received your application.

Once we have received the application form, we will get in touch using the contact details given in your application form if we need any further information.

More than one grant application can be made in a year. However, each grant application must be for a separate activity, project, service or intervention.

You may find it helpful to contact us first to discuss the outline of your grant application. Our friendly Grants Team are always happy to help and advise you.

Email: grants@seafarers.uk or phone: 020 7932 5975

Successful Grant Applications

A successful grant application will demonstrate at least one of the following:

- a clear and direct benefit for seafarers and / or their dependents ;
- a significant impact on seafarers
- a significant impact on the communities in which seafarers live and / or work

The application will focus on delivering support or services for one or more of the categories of seafarers identified as a priority group for receiving funding.

It will clearly describe the difference that receipt of a grant will make to beneficiaries in terms of outcomes and impact. This will be backed up with a description of a robust monitoring system able to record and measure the outcomes achieved as a consequence of receiving the funding. Ideally outcomes will be focused on improving wellbeing, welfare, safety and security of seafarers and their families, amongst other measures.

The organisation will be able to demonstrate its ability to meet our due diligence requirements which include:

- a record of timely submission of financial accounts to relevant authorities (ie: within 10 months to the Charity Commission),
- a reserves policy that adequately explains the organisation's approach to reserves,
- appropriate systems of control to avoid conflicts of interest in respect of related parties,
- appropriate data protection, fund-raising and safe-guarding policies as relevant.

Notification of Outcome of Application

If your request for grant funding is successful you will be sent a letter notifying you of how much your organisation has been awarded.

Included with the letter will be our Terms and Conditions of the Grant Award. This will include the monitoring and evaluation requirements attached to the grant award.

The Terms & Conditions of the Grant Award must be read and signed by two of your Trustees. Once the signed Terms & Conditions have been returned to Seafarers UK, we will arrange to pay your grant award via BACs into the organisation's bank account.

If your organisation is new to Seafarers UK, you will also need to complete and return Form 2 which will provide details of the organisation's bank details. As part of our security processes, we will ask your organisation to complete a new Form 2 every 3 years to ensure our information is always up to date.

Unfortunately, it is not always possible to meet every request for a grant. To ensure that our funding achieves the greatest impact, Seafarers UK will prioritise grant applications that most strongly meet our funding priorities and align with our charitable objects.

If your grant application is unsuccessful, your organisation will receive a letter advising you of this outcome. We are happy to give feedback on unsuccessful applications, if required. Please call the Grants Manager on 0207 932 5975.

Sharing Information

Seafarers UK aims to be a transparent grant maker. We share information regarding applications we have received, and funding decisions we make, with relevant partners and stakeholders who include a number of other maritime and veterans grant making organisations.

Along with many other funders we also share our grant awards on our own website as well as the publicly searchable website of [360Giving](#).

If you have a good reason why we should not share the contents of your application with other funders and partner organisations, you **MUST** clearly state this in the application and this may influence the decision of the Trustees of Seafarers UK to award a grant. Otherwise we will assume your consent to sharing the contents of the application as part of this application process.

Seafarers UK complies with the Data Protection Act 1998. Information on the use of personal data by Seafarers UK is available from our Head Office.

Stay Informed

There are many ways that you can keep up to date with changes to Seafarers UK's grants programme: Webpage: <http://www.seafarers.uk/helping-you/grant-funding/>

 @Seafarers_UK

 SeafarersUK

 <https://www.linkedin.com/company/seafarers-uk/>

You can also sign up to our bi-monthly newsletter Seaview by emailing: seafarers@seafarers.uk

We Do Not Fund Individuals

Seafarers UK only provides funding to organisations, we do not provide funding to individuals. If you are seeking a grant for an individual who is a serving or former seafarer, or are from a seafaring family and need assistance, there are two organisations that might be able to help:

- **[Seafarer Support](#)**. **Seafarer Support** is a free helpline with trained advisers who can assess the needs of an individual and who will then aim to match the individual with appropriate support. Their website is an excellent source of information. Seafarer Support can also be contacted on: 0800 121 4765
- **[The Seafarers' Advice & Information Line \(SAIL\)](#)**. **SAIL** is a UK based advice service operated by the Greenwich Citizens Advice Bureaux Ltd (GCAB) on behalf of Seafarers UK and Seamen's Hospital Society. They provide free, independent, impartial and confidential advice by telephone, email, post or fax. SAIL can also be contacted on 08457 413 318

Organisations We Do Not Fund

On occasions there exist other organisations that have been established to support a defined sector, in such instances, requests for grant funding should be directed to other relevant organisations. Examples include:

- **Royal Navy or Royal Marines** - Organisations that support the Royal Navy or Royal Marine sector are advised to contact the [Royal Navy and Royal Marine Charity](#) in the first instance. Seafarers UK is proud to have provided significant funding 100 years. Today there are increased opportunities for organisations supporting serving and veteran RN and RM personnel in need to obtain funding from a greater range of sources. Whilst this continues, it will have a bearing on our support for organisations supporting RNRM beneficiaries. This policy will be reviewed on an annual basis. NB: An exception is organisations that support Royal Navy and Royal Marines Officers and their dependants as we hold a restricted fund specifically to support RNRM Officers.
- **[Marine Society and Sea Cadets](#)** Individual Marine Society and Sea Cadet units should apply to the Marine Society and Sea Cadets. Seafarers UK provides a substantial grant to MS&SC which they allocate through their own grant programme to individual Sea Cadet units. However, if your organisation is not a member of the Marine Society and Sea Cadets, we may be able to offer you a grant providing you can clearly demonstrate how your organisation supports or promotes a seafaring career for the young people within your organisation. In order to avoid a potential waste of your time preparing and submitting an application, we suggest you contact us first as we may be able to advise you as to whether it is likely we would be able to support your application.
- Sailing or Youth Clubs or organisations whose primary purpose is to provide opportunities for people to sail or learn to sail (including young or disabled people). Our funding for maritime youth organisations is intended to support those organisations who can demonstrate a clear link between their activities and young people in education or training which is linked to their preparing to work or serve at sea.
- The promotion of sailing or youth work are not, by themselves, activities we currently support.
- **Religious organisations**. We will not make grants to organisations where our grant would promote particular religious beliefs. However, we do support religious organisations where the primary purpose of our grant is the provision of welfare or pastoral care for seafarers, ex-seafarers, their spouses or dependents.

- **Political organisations.** Generally we do not make grants to political organisations. However, we are active in campaigning for support of seafarers and the promotion of the maritime sector to a new generation of potential seafarers.

Requests We Will Not Fund

Additionally we do not award grants for the following items:

- activities that the state has a legal obligation to provide,
- charitable endowments,
- loan or interest payments.

2018 Online Application Form: Guidance Notes

Get Help:

There are many ways to get help with your grant application:

- Online Help - click on the '?' symbol to the right of a question for more information
- Read through these Guidance Notes to check you have all the information you need before you begin and to help you structure your answers
- Seafarers UK's Grants Team are always happy to help. Contact us on 020 7932 5975 or 020 7932 5965 or grants@seafarers.uk

Please use plain English and avoid using jargon or acronyms.

Section A

| Applying Organisation | |
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| A1 | <p>Organisation name (registered) Please give your organisation's full name. This is the legal name and will be the same as in the organisation's rules or constitution.</p> <p>Please do not use a short form of name or an acronym. Also please do not put 'The' before name: e.g. 'The Merchant Navy Welfare Board', just insert 'Merchant Navy Welfare Board'.</p> <p>Other Name should be given if the organisation is more commonly known by a shorter or trading name.</p> |
| A2 | <p>Address Please enter your organisation's correspondence address where we can post letters. This may not necessarily be the registered office address.</p> |
| A3 | <p>Telephone number This may be a switchboard number or a direct line. We may need to phone you with questions about your application. Please place the area code in the first box.</p> |
| A4 | <p>Legal status If the organisation is not a registered charity, it will be necessary to upload the Memorandum and Articles, Rulebook, or Constitution document at the end of the application process.</p> |
| A5 | <p>Website address If the organisation has a website, please provide the full website address.</p> |
| A6 | <p>Purpose (max. 600 words). What is the primary purpose or objective of the organisation? What is the problem you are trying to solve? Does the organisation operate in a defined sector, specific geographical area or with a particular target group of people? Who benefits from the organisation's work?</p> |
| Main Contact Person's Details | |
| A7 | <p>Main contact person's name and job title This should be the person who has overall responsibility for the application and can answer any questions concerning the application. A single point of contact makes it easier for Seafarers UK to get in touch about the grant application. This is the person who will be contacted about the outcome of the grant application. Please enter your title (eg: Mr/Ms) in the first box; your first name in the second box and your surname/family name in the last box.</p> |

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| A8 | <p>Main contact's email address This e-mail address will be used to acknowledge receipt of your application. This will be by automatic email notification within 24 hours of submitting your application. A copy of the completed application form will also be provided to this email address.</p> |
| A9 | <p>Main contact's telephone number Please provide a day time contact telephone number.</p> |

Section B

| Grant Proposal | |
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| B1 | <p>Which one of Seafarers UK's grant programmes are you applying to?</p> <ul style="list-style-type: none"> • Seafarers UK's Main Grant Fund - for UK, Commonwealth and cross-sector applications • Merchant Navy Fund - restricted to UK Merchant Navy personnel |
| B2 | <p>Short description of grant proposal This should be no more than 35 words to help us understand your grant proposal. You may find it helpful to use this simple format:</p> <ul style="list-style-type: none"> • "To provide/ deliver services / give support toin/at[insert area/location]". |
| B3 | <p>Purpose of grant (max. of 600 words or 5,078 characters) In this section, please address as many of the following questions as possible:</p> <ul style="list-style-type: none"> • What is the main focus of services, activities or intervention that will be funded by this grant? • What are the objectives the proposal is aiming to achieve? • How will seafarers or the seafaring community benefit? • Why are you the best organisation to do this? • Is this business as usual? Is it innovative? Is there a longer term impact? |
| B4 | <p>Please select which classification best describes your grant proposal A dropdown list contains a range of different classification types.</p> <p>Please select the option that best describes this grant proposal. This may be the same as, or different from, the broader primary purpose of the organisation.</p> <p>If there are several different elements to the grant proposal, please select the main category here, but give further details of other elements under B4.</p> |
| B5 | <p>Main geographical area of benefit A dropdown list contains a range of different geographical areas, including UK wide.</p> <p>Please select the area where the majority of beneficiaries of this grant proposal will be based.</p> <p>If your beneficiaries are from the Commonwealth please give us more details of which countries under B4.</p> |
| B6 | <p>Number of beneficiaries helped by this grant Please use your best estimate of how many seafarers your organisation will support as a result of this grant award.</p> <p>The grant award may help only one category of seafarer or many. The number may include active seafarers, ex-seafarers, their dependents and young people preparing for a career at sea.</p> |

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| | <p>You should only include dependents of seafarers if they will also receive a benefit from the support provided.</p> <p>Do not include people supported by your wider organisation who will not be beneficiaries of this grant or who are not current or ex-seafarers (or their dependents).</p> |
| Numerical Information | |
| C1 | <p>How much money is requested from Seafarers UK?</p> <p>Please use UK currency and enter whole numbers only: i.e. no symbols (£), commas or full stops.</p> |
| C2 | <p>What is the total cost of this activity?</p> <p>If you are requesting full funding for your proposal then the total cost will be the same as the amount requested.</p> <p>If you are applying for part funding or only a percentage, please explain how the remainder of the cost of the proposal will be funded eg: 50% match funding from X organisation, or funded from organisation's reserves or income received from service users contributing to the cost of the service, etc.</p> <p>Please use UK currency and enter whole numbers only: i.e. no symbols (£), commas or full stops.</p> |
| C3 | <p>Will your grant fund specific project costs, capital costs or revenue/core costs?</p> <p>Please select your answer from the dropdown box.</p> <ul style="list-style-type: none"> • Project costs are all of the costs associated with running a project that is not part of your core service. This may include salary and equipment costs as well as no more than 5% of the project cost as an allocation towards full cost recovery. • Capital costs relate to funds spent on acquiring or maintaining fixed assets, such as land, buildings, and equipment. • Revenue/core costs include wages, rent, insurance, heating, and maintenance. |
| C4 | <p>Additional financial information</p> <p>At the end of the application you will be asked to upload your latest annual accounts. NB: Please provide draft accounts if the latest accounts are not yet finalised.</p> <p>You will also be able to upload a budget showing any other confirmed income for the grant proposal and the costs that will be funded.</p> <p>This is an opportunity to explain any unusual items within the accounts or budget that require further explanation or may benefit from an update. Please also specify any critical financial information that may impact the delivery of this grant proposal (eg: securing funding from another source, planning permission, etc)</p> <p>We are also interested to know if you have applied (or plan to apply) to any other maritime funder such as ITF Seafarers Trust, Merchant Navy Welfare Board or Trinity House?</p> <p>You may also be interested to see our approach to reserves when considering a grant application.</p> |
| Seafarer Beneficiaries | |
| C5 | <p>How do you know that the work specified in the Grant Proposal is needed by seafarers? (max. of 400 words)</p> <p>In this section, please address as many of the following questions as possible:</p> |

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| | <ul style="list-style-type: none"> • Why are you carrying out the work you do for seafarers? • What evidence do you have that this work is needed? (EG: Research, feedback, individual requests, strategic plan, high number of existing beneficiaries) • Is this work unique? If not, how do you differ from similar organisations operating in the same field? |
| C6 | <p>How will this service or activity be promoted or marketed to seafarers? In this section, please address as many of the following questions as possible:</p> <ul style="list-style-type: none"> • How will seafarers become aware of the existence of this service or activity? • Will you partner or collaborate with any other organisation(s) to raise awareness of seafarers? • Will you, or did you, carry out any activities for Seafarers Awareness Week? (Seafarers Awareness week takes place annually and in 2018 is on 23-30 June 2018) |
| C7 | <p>How have you engaged seafarers in the design and delivery of this proposal? In this section, please address as many of the following questions as possible:</p> <ul style="list-style-type: none"> • Have you engaged seafarers in the development of this proposal? • Will seafarers be involved as volunteers in any way? • Will seafarers have an opportunity to provide feedback in any way? • How will seafarers be able to affect or influence the delivery of this grant proposal? |
| C8 | <p>How will you know if this proposal has been delivered successfully to seafarers? In this section, please address as many of the following questions as possible:</p> <ul style="list-style-type: none"> • How will you know you have achieved your objectives and been successful? • How will you receive feedback from beneficiaries? • How will you regularly monitor delivery to ensure it is within budget, on target and meeting expectations of seafarers, management and funder? • How do you measure your impact? • Do you carry out any evaluation of your services? • Is part of your grant request to cover the cost of impact reporting or an evaluation of your project or services? |
| C9 | <p>How many Merchant Navy beneficiaries will benefit from the grant? This should be the Merchant Navy beneficiaries who will benefit from the grant. This is not usually the same number as the total number of beneficiaries helped by your organisation. We understand that at application stage this may well be an estimate.</p> |
| C10 | <p>How many Fishing Fleet beneficiaries will benefit from the grant? This should be the Fishing Fleet beneficiaries who will benefit from the grant. This is not usually the same number as the total number of beneficiaries helped by your organisation. We understand that at application stage this may well be an estimate.</p> |
| C11 | <p>How many Royal Navy and/or Royal Marines Officers will benefit from the grant? At the current time, applications from organisations supporting Royal Navy and Royal Marines Officers and their dependants are welcome. All other Royal Navy and Royal Marine applications should be submitted to the Royal Navy and Royal Marines Charity in the first instance. This should only be the Royal Navy and/or Royal Marines Officers and their dependents that will benefit from the grant. This is not usually the same number as the total number of beneficiaries helped by the organisation. We understand that at application stage this may well be an estimate.</p> |
| C12 | <p>How many youth beneficiaries (0-25 years who are NOT dependants and families) will benefit from our grant?</p> |

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| | <p>Our funding for maritime youth organisations is intended to support those organisations who can demonstrate a clear link between their activities and young people in education or training which is linked to preparing to work or serve at sea.</p> <p>If you support young people who are dependants of seafarers you will be asked for this information in questions that follow and should not enter it here.</p> |
| C13 | <p>Grant Outcome 1 - what difference will the grant make to beneficiaries? (max 3 sentences or 100 words). There must be at least one 'Outcome' for a grant request. If applying for more than £10,000 then 3 Outcomes should be provided.</p> <p>An outcome is defined as the difference this grant will make to your beneficiaries.</p> <p>An outcome requires two measurement points:</p> <ol style="list-style-type: none"> 1. The start point that exists before the intervention or service is provided. 2. A later point after the intervention or service has been provided. <p>The key to understanding outcomes is to focus on the differences to your beneficiaries that flows from the activity, service or project and NOT on what will be purchased with the grant. For example, a reasonable outcome may be written as: “To improve safety on board 20 fishing boats <u>in order to reduce the overall number of deaths at sea.</u> Or “To provide a mobile dentistry service <u>in order to improve the health and wellbeing of seafarers working in XXX harbour.</u>”</p> <p>How will you measure the Outcome(s) from this grant?</p> <p>NB: You will be asked about achievement of outcomes when submitting your end of grant evaluation report. When setting up a new service or activity it is necessary to identify what you will count (the number of people receiving the service) and measure (the difference that service has made to the people). Identifying what you will count and measure will enable you to set up a simple record-keeping system to capture the information. Through this type of regular monitoring you can capture information that will help you to refine and develop your service. It also makes it easier to capture the difference in the beneficiary at the start and end of your intervention. This will make it easier to report back on outcomes.</p> |
| C14 | <p>Grant Outcome 2 - name a second difference that this project will make to beneficiaries (max 3 sentences or 100 words). If your grant request is for £10,000 or less you only need to complete one Grant Outcome. If you are applying for more than £10,000 you will need to complete at least three Outcomes.</p> <p>Outcomes from this grant are the difference the grant will make to your beneficiaries. See Question C13.</p> <p>How will you measure the Outcome(s) from this grant?</p> |
| C15 | <p>Grant Outcome 3 - is there another difference this project will make for your beneficiaries? (max 3 sentences or 100 words)</p> <p>Outcomes from this grant are the difference the grant will make to your beneficiaries. Question C13.</p> <p>How will you measure the Outcome(s) from this grant?</p> |

| Capital Expenditure | |
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| C16 | <p>If any/all of the grant request is for Capital Expenditure - please state the amount of Capital Expenditure required</p> <p>Capital expenditure is defined as money used to acquire or upgrade physical assets such as equipment or property or vehicles.</p> <p>Capital assets are generally defined as all permanent and temporary buildings or structures, vehicles, machinery, computers, computing and communications hardware and software, fixed and loose tools, clothing, furniture, medicines and any other physical form of equipment or materials.</p> <p>Capital grant requests for over £15,000 require three different cost estimates to be attached to the end of this application.</p> <p>Please use UK currency and enter whole numbers only: i.e. no symbols (£), commas or full stops.</p> |
| C18 | <p>What is your total Capital project costing?</p> <p>This is the total Capital cost - not the amount being requested as part of your application.</p> <p>Please use UK currency and enter whole numbers only: i.e. no symbols (£), commas or full stops.</p> |

Section D

| Attachments | |
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| D1 | <p>Annual Accounts.</p> <p>These may be combined with the Annual Report.</p> <p>If not available via the Charity Commission for England and Wales please upload your latest financial accounts. The latest draft (unsigned) accounts can be submitted if available and more up to date.</p> <p>The maximum file size is 10MB so if larger than this please compress your file or call us on 020 7932 5975. Re-uploading a file overwrites a previously uploaded file.</p> <p>Please note: Excel sheets with “xlsx” file extensions are not currently supported on this system. You will experience problems if you try to upload documents with an ‘xlsx’ file extension so please re-save your document with an ‘xls’ file extension and then upload.</p> |
| D2 | <p>Annual Report</p> <p>If you have already uploaded your Annual Report containing your <u>full accounts</u> you need not upload again. However if your accounts are a standalone document, please upload your Annual Report if not available via the Charity Commission for England and Wales.</p> |
| D3 | <p>Legal Constitution</p> <p>If not a registered charity please upload your charitable constitution, rulebook or governing documents.</p> <p>The maximum file size is 10MB so if larger than this please compress your file or call us on 020 7932 5975. Re-uploading a file overwrites a previously uploaded file.</p> |

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| D4 | <p>Budget Please upload the budget for your grant proposal. Detail all the major elements and their projected cost in UK pounds e.g. Materials £X,XXX Staff costs £X,XXX 5% contribution to overheads £XXX (NB: This is a maximum contribution to full cost recovery of overheads). It should be clear what the Seafarers UK grant will pay for.</p> |
| D5 | <p>Upload facility if needed to add a miscellaneous letter or document. The maximum file size is 10MB so if larger than this please compress your file or call us on 020 7932 5975. Re-uploading a file overwrites a previously uploaded file.</p> |

Section E

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| E | <p>In this section you are asked to confirm that all the information given is current and correct and that you are authorised to complete this application on behalf of the applicant organisation.</p> <p>By submitting this form you certify that you are approved to do so by your organisation, that application information is correct and the enclosures are current, accurate and adopted or approved by your organisation.</p> |
| | <p>Your online grant application to Seafarers UK has now been completed!</p> |
| | <p>Please take time to review your application and ensure you are happy it has been completed correctly.</p> <p>Press 'SUBMIT' button to send your application to Seafarers UK's Grants Team.</p> <p>This will cause an automatic acknowledgement email to be generated to inform you your grant application has been received. If you do not receive an email acknowledging submission please contact us on 0207 932 5975 as we may not have received your application.</p> <p>Once we have received the application form, we will get in touch using the contact details given in your application form if we need any further information.</p> |
| | <p>You will be notified of the outcome of your grant application by letter.</p> |

GDPR

By submitting a grant application you give your explicit consent for us to use data relating to your organisation for the purposes outlined here.

We will use the information you give us on this application form, in supporting documents, during assessment and during the life of your grant (if awarded) to administer and analyse grants and for our own research purposes. We may give copies of all or some of this information to individuals and organisations we consult when assessing applications, monitoring grants and evaluating funding processes and impacts. These organisations may include accountants, external evaluators and other organisations or groups involved in delivering services to seafarers.

We may also share information with other grant funders, government departments, organisations providing match funding and other organisations and individuals with a legitimate interest in Seafarers UK grant applications, or for the prevention and detection of fraud. We might use the data you provide for our own research purposes. We recognise the need to maintain the confidentiality of vulnerable groups and their details will not be made public in any way, except as required by law.

You are also giving consent for Seafarers UK to communicate with you by email, telephone and/or post about the latest information from Seafarers UK. Please tick relevant boxes if you do not want us to contact you by:

- post
- email
- telephone

Seafarers UK complies with the Data Protection Act 1998. Information on the use of personal data by Seafarers UK is available from: Seafarers UK, 8 Hatherley Street, London, SW1P 2QT and can be viewed on our website at www.seafarers.uk.

Thank you for your interest in Seafarers UK.