

## **GUIDELINES TO GRANT POLICIES**

**Updated February 2019**

### **1.APPLICATIONS FOR SPECIFIC PROJECT GRANTS**

Since implementation of specific project grants AMWS has assisted well over 120 seafaring centres with financial assistance for a variety of projects associated with their work. These include structural repairs, transportation, computers, furniture and equipment, communication needs, electrics, solar panels, kitchen ware and security needs.

Council has endeavored to make applications as straight forward as possible. Application forms can be downloaded from our web site.(**marinerswelfare.com**) Headings are self-explanatory and when completed the quote should be attached. If the application is for an amount over \$5000 at least two quotes must be sought.

If the application is from Mission to Seafarers or the Apostleship of the Sea, the form when completed, must be sent to their respective National office for committee approval and National are then responsible for on passing the application to the AMWS Secretary for processing

Non-Mission seafaring centres do not need any form of National approval and there is a slightly different application form for them also found on the web site

### **2.INTERNET CHARGES**

There is a policy in place to assist all seafaring centres in Australia with the cost of providing Wi-Fi facilities to visiting seafarers.

Council will accept written applications for internet assistance and if approved we will pay internet charges up to a maximum of \$300 per quarter. Applications to do **not** need National committee approval and can be made **direct** to the AMWS Secretary. Applications can be made quarterly, six monthly or annually but must have supporting receipts attached.

### **3.BUS PURCHASES**

The ongoing importance of reliable, safe, transportation for seafarers is well understood by AMWS.

A policy is in place to assist in the purchase of new and secondhand buses

Applications for assistance with the purchase of a bus should be made on the same application form used for specific projects and require National approval

In this form of assistance AMWS looks to be a **contributing partner** with other stakeholders i.e. the Centre itself, port authorities, port benefactors and fundraising efforts .

### **4.BUS TYRE REPLACEMENT**

The following **guidelines** apply to tyre refurbishment

In any one financial year each seafarer centre in Australia may apply for an AMWS grant of 75% of the invoiced unit cost for a replacement tyre for up to four (4) tyres per annum per bus and 75% of any wheel balancing and/or wheel alignment costs associated with the transaction. The tyres claimed should be of the quality and standard of those currently in use

Where a Station operates more than one bus the AMWS assistance package will be limited to a maximum of up to FOUR buses per annum for a mini bus up to 25 seater capacity bus.

Each grant application must be supported by a PAID invoice for the number of tyres claimed together with a letter to the AMWS secretary confirming the seating capacity of the bus and that the purchase covers tyres that have reached the end of their commercial life.

Applications, under this particular policy do NOT need prior National committee approval and may be submitted **direct** to the AMWS secretary

The policy is open for AMWS review and amendment at any time.

## **5.BATTERY AND SOLAR ASSISTANCE**

The Council is cognizant of the need to minimize the burden of energy bills at seafarer centres and is also conscious of the attendant environmental issues.

A new policy has therefore been agreed to support energy concerns of the centres by contributing **up to** 60% of the lowest quote for solar/battery installation

In the initial stages we will limit solar applications to three stations per annum but this will be reviewed from time to time

Grant applications should be made on the customary application forms found on our web site ([marinerswelfare .com](http://marinerswelfare.com)). National approval is required in the normal way and they will then send the request to our Secretary Stan Moriarty for processing and placing before our Council