

Applying for a grant from the ITF Seafarers' Trust Emergency Fund



What is the ITF Seafarers' Trust Emergency Fund and who is it for?

The ITF Seafarers' Trust Emergency Fund (STEF) enables individuals from unions, ITF inspectors and staff to apply for small grants on behalf of seafarers in need. This includes immediate needs on board or needs arising from difficulties at home.

The minimum amount that can be awarded for an individual case is £500, the maximum is £5,000.

Grants are for emergency needs that cannot be met by other means. The funds can be used directly by, or on behalf of, seafarers. They can also be used for the benefit of seafarers' immediate family members.

Examples:

- Funds for seafarers' families in the event of abandonment of seafarers
- Temporary hardship arising from accidents, disasters and unavoidable misfortune

Who can apply?

The Trust accepts STEF applications from case handlers from ITF affiliated trade unions, ITF inspectors and staff. The System depends on the applicant being a trusted individual who is certain that the need is genuine.

How to apply

All STEF applications must be made online. Read all the information in this guide before applying to ensure you send us the correct information.

You can find the links to the STEF application on our website [here](#). If you have any problems with completing the online application, please contact us.

You will be asked to set up a log-in with a password for your union/organisation, before you can access the application form. You should keep these details safe so that you can save your application for later, make another grant application in the future and send us reports or update your details.

Please make sure to use the same log in details every time your organisation applies for a Trust grant. This will help us to create a complete history of your organisation's grant requests (including STEF), which you and your organisation can see too.

Applications that are not likely to be supported

STEF is only available to meet emergency needs of seafarers and their immediate families. Our definition of seafarer is:

'a person currently living or working on board a ship or a person who has earned their living on board a ship within the last 12 months.'

Retired seafarers who have spent most of their working life at sea may be eligible.

Fishers are not covered under STEF, unless they have also worked as seafarers within the period.

Immediate family means seafarers' spouses, partners, children, dependent parents.

STEF cannot be used to cover costs that could be met by other people, or entities with a responsibility to meet the need, for example, P&I clubs, crewing agents, ship managers, shipowners, flag states and port states.

Due to the limitations of the fund, STEF is not intended to replace any forms of social security, such as unemployment benefits, that may or may not exist in a country. It can make one-off payments for hardship arising from an emergency.

Applications with insufficient information and documentation to support the case may be declined.

How much can I apply for?

You can apply for a STEF grant from £500 to £5000 GBP. However, the amount applied for must be realistic for the services or goods required. The Trust may take into account whether the beneficiaries are entitled to other support when considering making a grant.

What should I do before making an application?

You should assess the situation and make sure that the seafarers' claims are genuine. Moreover, in order to support your request, you should collect evidence supporting the case, eg. crew lists, financial statements, medical certificates etc. If you are applying for a specific item or service, please provide relevant quotations. If you are applying for subsistence, please provide an estimate of the amount needed to cover a specified period of time.

How long does the process take?

The ITF Seafarers' Trust aims to take no more than 48 hours to assess STEF applications. A decision may take longer if further information is required. If the application is approved, the applicant will be asked to provide bank details for the payment. Once bank details are received, we aim to make the payment within 48 hours. However, international payments may take 3 to 5 days once we have the details of where to make the payment and may take longer to reach the final destination. We will endeavour to make allowances for bank charges and exchange rates.

What happens next?

After you submit your application, you will receive an email to confirm we have received your request. A copy of your request will be attached to the email.

We will assess your application and you may be asked for additional information.

Applications are submitted to an Approvals Panel consisting of the Head of the ITF Seafarers' Trust and the ITF Inspectorate Coordinator. We will contact you as soon as possible to inform you of the outcome of your application.

If successful, you will need to provide bank details of the beneficiary or the entity providing the service or goods required. We prefer to make payments directly and not via intermediaries.

The beneficiary will be required to confirm receipt of payment and proof that it has been used to meet the need identified in the application.

Your information

You can read about how we keep and use the information you give us in our Privacy Policy on our website:
www.seafarerstrust.org/privacy-policy/

Need more information?

Contact us at info@seafarerstrust.org if you have any further questions, want to discuss your application or need specific advice.