



# STEAMSHIPS

## WHAT IS THE STEAMSHIPS COMMUNITY GRANTS PROGRAMME?

For over 100 years Steamships Trading Company has invested and partnered with the people of Papua New Guinea. The Steamships Community Grants Programme supports Papua New Guinean registered (IPA) charities and NGOs that provide development and community advancement in Health, Education, Social Welfare and Environment.

The Steamships Community Grants programme was formally established in 2016 with ten committee members which includes several divisional General Managers, two external experts, the Managing Director as Chairman and the Chief Operating Officer.

Steamships community investment and partnership dates as far back as 1941 when the company constructed a two storey building school for the Sisters of Our Lady of the Sacred Heart in Port Moresby. The cost at that time was £1,624.

The grants programme supports projects which fall into the three pillars of the Steamships Sustainable Development; Our People, Our Community and Our Environment.

The main focus is on Health, Education, Social Welfare and Environment.

Health

Education

Social  
Welfare

Environment

## WHAT YOU WILL FIND IN THIS INFORMATION PACK

You will find herein more information on our focus areas, eligibility criteria, what we don't fund and a guide taking you through the application, selection and monitoring and evaluation processes.

## OUR FOCUS AREAS

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**Health** activities that focus on combatting communicable diseases (those that can be spread from person to person such as TB, measles or malaria) and non-communicable diseases (those that cannot be spread such as cancer or diabetes). These diseases represent the top ten causes of death in Papua New Guinea. From a Company's point of view, they also impact the wellbeing and productivity of the Steamships Group's workforce. The Community Grants Programme will also support organisations that offer innovative approaches to responding to preventable illnesses and injury because this far too tragic outcome is an area of concern for Steamship's employees.

**Education** activities with a focus on a) increasing literacy and b) improving the quality of education. These areas are major challenges in PNG and are of high priority for communities and the government. Literacy and access to quality education are also absolutely essential in improving every aspect of a person or communities wellbeing from health to women's empowerment to law and order to income generation. They are also important because Steamships absolutely depends on an educated and literate Papua New Guineans workforce for all of its operations.

**Social Welfare** with a focus on a) women's empowerment and b) supporting the most marginalized people in PNG, especially the disabled and children. The focus on women recognises the fact that when women and girls are safe, healthy, educated, employed and empowered to contribute to all aspects of life, communities and nations flourish. For Steamships, supporting women builds a larger and more diverse pool of talent and strengthens the productivity of the workforce. Ensuring a focus on the most vulnerable demonstrates that Steamships is a proud member of the PNG community and is committed to assisting those who would otherwise fall between the cracks. This is an area of high priority to employees and as such generates high staff morale.

**Environment** focusing on community awareness, conservation and education to enhance community understanding of environmental issues and management. Encouraging efforts to protect the environment and change attitudes towards creating clean, healthy and sustainable environments.

## WHO IS ELIGIBLE?

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The Steamships Community Grants Programme is open to Papua New Guinean registered (IPA) and based charities and NGOs focusing on funding projects that benefit Papua New Guineans.

Charities and NGOs that seek funding in-kind and cash must have a proven track record of operating projects that demonstrate a desired level of impact in the community.

## WHAT WE DO NOT FUND

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The grants programme does not fund:

- ♦ Individual or personal projects.
- ♦ Individual scholarships or fundraising events.
- ♦ Investment or financial institutions.
- ♦ Political groups.
- ♦ Commercial enterprise.
- ♦ Investment capital.
- ♦ Projects outside of PNG.
- ♦ Purchase of vehicle (s).
- ♦ Business set ups.
- ♦ Religious activities or movement.
- ♦ Government agents
- ♦ Funding of administrative costs.

## HOW DO I APPLY?

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To apply for the Steamships Community Grants Programme you must complete the application form online or download an application form.

We will only receive applications made online and via email using the application form.

Please view the application guideline prior to applying to ensure that you meet the requirements.

To apply online please visit the following website: [www.steamships.com.pg](http://www.steamships.com.pg)

An email will be sent to you to acknowledge receipt of your application.

## DATES

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Applications open on **Monday 15 January 2024**

Applications close on **Wednesday 23 February 2024**

## HOW DO I APPLY?

### Screening Process

There are two stages of the screening process which we have tried to make easier for you.

#### Stage One - Eligibility Test

- Download the checklist to find out if you meet the requirement. There is a list of requirements that you must meet prior to filling out the Application form.
- Your application will not be processed if you do not meet the Eligibility Test.

#### Stage Two - Application Guidelines

- Tell us why we should consider your application and how this fits the Steamships Community Grants Programme
- Please read the application guideline in order for you to complete the form.
- Download an application form, complete it, include necessary documents (IPA registration, financial statements) and email to [community@steamships.com.pg](mailto:community@steamships.com.pg)
- An incomplete application will not be processed. Shortlisted applications will be notified via email. Please provide a reliable email address.
- You are required to complete all the questions on the application form. You may be asked to provide additional information as attachments.
- Your application will not be processed if you do not complete the application requirement.

### Selection Process

#### Stage Three - Assessment and Selection:

- Applications will be shortlisted by the Grants team to find out their eligibility.
- Shortlisted applicants will be passed to the Steamships Community Grants Committee.
- The Steamships Community Grants Committee is the only authorised committee that approves applications for funding.
- The committee will meet to decide on the outcome and successful applicants will be notified via email. Please provide a reliable email address.
- The committee will contact you if they require additional information or supporting documents. All information provided is confidential.

#### Stage Four - Evaluating and monitoring the funded project.

- All successful applicants must provide impact reports that show evaluation and monitoring reports as per the terms of the grant. Steamships reserves the right to cancel the fund if the project does not provide or meet financial or impact reports as per the terms of the grant.