

**XXXX – Port Levy Scheme Formula**

First, the XXXX Port Welfare Committee will set aside a small emergency fund, which all welfare organisations will be able to access at short notice. Thereafter the total sum that has accrued will be split 20% for capital projects, aimed at improving existing seafarers’ welfare services, and 80% service delivery support costs. The remaining 80%, or 100% if there are no requests for capital grants, will be allocated via a recommended formula detailed below, which rewards organisations that have actually delivered port welfare services over a period of time.

Port welfare services are provided to seafarers by people ashore, therefore, it is people not facilities at the heart of the distribution formula. Although all welfare workers have an important contribution to make to seafarers’ welfare, financially, full time (paid) employees such as Port Chaplains and Centre Managers are the costliest, followed by part time (paid) workers and then, last but not least, (non-paid) volunteers. To that end, the formula will allocate points on a ‘per person per organisation’ basis as follows:

Full Time (Paid) Employees - 20 points

Part Time (Paid) Employees - 4 points per day per week (max 16 points)

 \*Volunteers (Unpaid) - 1 point

\*In exceptional circumstances, where the contribution of an individual unpaid volunteer is exceeding normal expectations over a prolonged period, the Port Welfare Committee can allocate up to a maximum of 12 points.

**Example Port only**

Following 20% set aside for capital fund; an example annual amount of $10,000 would be distributed to welfare service providers as follows:

**Organisation** **Points**

Name of Organisation (operates centre)

1 x Full Time Chaplain 20

1 x Part Time Chaplain (3 x days) 12

15 x Volunteers 15

 47 = £4,352

Name of Organisation (no centre)

1 x Full Time Chaplain 20

1 x Volunteer\* 12

 32 = £2,963

Name of Organisation (operates small centre)

1 x Full Time Chaplain 20

9 x Volunteers 09

 29 = £2,685

**Total £10,000/108pts = £92.60 per point**

Obviously, the above formula is only needed when there is more than one society providing seafarers’ welfare services in a port. Modern ports are now automating the levy system, which is monitored by the Welfare Board **End**