

Terms and Conditions



Thank you for your interest in Ports of Jersey Community Boost. Please read these Terms and Conditions before applying.

About us

- Ports of Jersey Limited is registered in Jersey (company registration no 119501).
- We were incorporated by the States Assembly in 2015 to provide lifeline public services in marine and aviation and to create wider community and economic benefits. Whilst the Government of Jersey is our 100% shareholder, we are set up to run commercially and are not run by the Government.
- We are funding Community Boost entirely from our operations and do not receive any government grants.

About Community Boost

Any funding must be used to support the community or environment on-Island. There will be three separate releases from Community Boost throughout the year (dates below).

We are looking for projects that support our key business initiatives around:

- Digital innovation for sustainability and community value
- Environmental sustainability
- Diversity, equity and inclusion, community wellbeing and education

Who is eligible to apply?

- Applications can be received by any charity registered with the Jersey Charities Commission and must be based in Jersey. We have made this decision to ensure all charities that are awarded Community Boost funding meet our governance requirements.
- Applications may be made on behalf of a charity if it will bring a positive benefit to Islanders.
- Charities that have received funding through Community Boost cannot be considered for further funding until three years after the receipt of funds.
- Charities that were in partnership with the Ports of Jersey or have previously been one of our 'chosen Charity Partners' prior to 2024 can be considered.
- Any funding received is to be restricted to the purpose stated in the application, unless agreed with Ports of Jersey.
- Ports of Jersey reserves the right to withdraw an application and funding if we believe that the funding is not being used in an honest or charitable manner, is not being used for the purpose that it was made or if it not found to be of benefit to local causes.
- Applicants can only receive one grant every three years.

To ensure fair judgement for applications, we will have some key criteria:

- We will consider value versus impact
- We will consider alignment to our business values and any benefits to our operations
- We will consider benefits achieved to the Island community
- We will consider potential partnerships for larger projects
- We will consider timescale and deliverability

Are there any projects that can't be supported?

We are unable to support the following:

- Any donations that support causes or beneficiaries that are not based in Jersey.
- Sponsorship of sports teams, kits, or individuals
- Religion or political associations
- Anything that may pose a health, safety or reputational risk.
- Applications where funding is for recurrent expenditure such as, but not limited to, covering salaries, running costs, operational costs.
- Funding for any project that are retrospective or have been delivered.

How much money can I apply for?

- There will be £10,000 allocated for each of the three rounds of funding which, depending on the applicants, will either be awarded to one, larger projects, or multiple smaller ones.
- The normal level of grants is from £1,000 to £5,000. Larger grants may be considered if the impact is targeted to benefit a significant number of people and is considered to make a valuable and noticeable difference longer term.
- If you do have a project that requires more funding, we still encourage you to apply. We will be trying to support as many projects as possible and can also consider partial or partnership support for projects.
- All grants must be used within 12 months of receipt.

How do I apply?

All applications must be made via the online form - <https://forms.office.com/e/KU5dWvbpyW>.

The online application process consists of 15 questions. You will receive a confirmation when the application has been sent.

Ports of Jersey are not liable for applications which are not received, incomplete, illegible, corrupt or delayed.

To be considered, all applications must be completed in full. After an initial assessment, additional information may be requested.

Further information regarding your application may be sent to pojcsr@ports.je. You can also email if you have any questions regarding the process.

Application Dates

Each of the three areas for applications will have a specific application date and cut off point as follows:

2024

Area	Date opens	Date closes	Decision made by
Digital innovation for sustainability and community value	29 th April 2024	31 st May 2024	30 th June 2024
Environmental Sustainability	25 th July 2024	10 th September 2024	15 th October 2024
Diversity, equity and inclusion, community wellbeing and education	16 th October 2024	16 th November 2024	15 th December 2024

2025 onwards

Area	Date opens	Date closes	Decision made by
Digital innovation for sustainability and community value	2 nd January	28 th February	15 th April
Environmental Sustainability	15 th April	10 th June	31 st July
Diversity, equity and inclusion, community wellbeing and education	1 st August	30 th September	15 th November

Can I apply more than once?

There is no limit on applications, you are welcome to apply for funding for as many different projects as you want that link to the strategic initiative areas. Some projects may cover more than one area and therefore are able to apply more than once. Charities that have received funding through Community Boost cannot be considered for further funding until three years after the receipt of funds.

Who makes the decision on funding?

The Ports of Jersey Panel will include:

- One member from the Ports Executive Team
- One member from the Marketing and Communications team
- Three members from the Sustainability and Community Value Team
- Two employee representatives from our Sustainability and Community Value champions.

The panel will use their local knowledge and expertise to ensure that any funds are used to deliver the greatest possible benefits to the local community.

Their decision on who will receive funding will be carefully considered and no explanation will be given as to why charities were and were not chosen.

The Panel will be chaired by the Head of Sustainability and Community Value and will sit three times a year to review applications.

Payment for successful applications

Once funding decisions have been made, we will commence correspondence with successful applicants. We will request that, before receiving funding, successful applicants sign a Partnership Agreement, which will detail how much funding the charity will receive and the aims and benefits of the project that the funding will go towards.

We will remain in contact with the chosen charities to ensure consistent communication and project success and feedback, and we will work with the chosen charities to develop a reporting and communications strategy.

Once the agreement is signed and details for payment complete, payment will be made within 30 days.

Funding is restricted to the purpose stated on the application and agreement.

All details and data relating to any successful beneficiaries of the fund will be held by the airport in line with prevailing GDPR regulations.

Data Protection

During the application process, we will collect, store and process data in accordance with our Privacy Policies. We will use personal data such as your contact details and name to communicate with you during the application process and with funding recipients, following up after funding has been awarded.

For successful applications, we will share the name and details of the sponsorship, including the amount donated, and may ask the charity/organisation to take part in publicity/marketing activity in relation to their project. This publicity would be conducted through our website and social media channels as well as local media channels.

General

These Terms and Conditions may change from time to time and without prior notice. Such changes will supersede and cancel our previous agreements in relation to the Fund.

Ports of Jersey reserves the right to amend or terminate Community Boost at any time, without prior notice.

Any decisions made by Ports of Jersey is final and no correspondence will be entered into.