



## Filipino Nurses Association United Kingdom (FNA-UK)

A non-profit Community Interest Company (C.I.C) registered under company number 12713655

[www.fnauk.org.uk](http://www.fnauk.org.uk)

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### Terms of Reference: Application for Financial Aid for Typhoon Victims

#### Purpose of the Project

The GoFundMe organized by the Filipino Nurses Association of the United Kingdom (FNA-UK), under the initiative of Mr. Ariel Lanada, president of FNA-UK, has been organized to help the members' families in the Philippines who have been affected by the recent typhoons.

#### Eligibility

Individuals applying for the financial aid must be a registered member of FNA-UK.

#### Project Mechanics:

- The completed application form will be submitted by the member to his/her respective FNA-UK Regional Director for verification and recommendation. Please see contact details below:

East of England: [elmer@fnauk.org.uk](mailto:elmer@fnauk.org.uk)

London: [michaelmark@fnauk.org.uk](mailto:michaelmark@fnauk.org.uk) ; [edwin@fnauk.org.uk](mailto:edwin@fnauk.org.uk) ; [marc@fnauk.org.uk](mailto:marc@fnauk.org.uk) ; [rosie@fnauk.org.uk](mailto:rosie@fnauk.org.uk)

North East: [mayflor@fnauk.org.uk](mailto:mayflor@fnauk.org.uk) ; [pepito@fnauk.org.uk](mailto:pepito@fnauk.org.uk)

Northern Ireland: [roy@fnauk.org.uk](mailto:roy@fnauk.org.uk)

North West: [pin@fnauk.org.uk](mailto:pin@fnauk.org.uk)

Scotland: [jonadawn@fnauk.org.uk](mailto:jonadawn@fnauk.org.uk)

South East: [maya@fnauk.org.uk](mailto:maya@fnauk.org.uk) ; [maribel@fnauk.org.uk](mailto:maribel@fnauk.org.uk) ; [marilyn@fnauk.org.uk](mailto:marilyn@fnauk.org.uk);

South West: [raymond@fnauk.org.uk](mailto:raymond@fnauk.org.uk)

Yorkshire and Humber: [jazajoy@fnauk.org.uk](mailto:jazajoy@fnauk.org.uk)

- Applications submitted will be deliberated by the Executive Officers of FNA UK within 24-48 hours upon receipt of the form. The Executive officers will decide if the application is approved for funding and how much money will be given based on the evidences presented by the member.
- Once approved, the FNA-UK Treasurer will contact the member via email and send the fund to the member via bank transfer. The member must reply to confirm the receipt of the fund.



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### Guidance Notes for Member Completing the Application Form for Financial Aid for Typhoon Victims

The member who is applying for financial aid must:

- Complete the application form.
- Provide as much information as possible and attach photos or any evidences showing the extent of damage or effects to the member's family in the Philippines. Providing relevant details would enable FNA-UK to make an informed decision about the application. Rest assured that all information about the member-applicant and their family will be kept confidential.
- Be specific about the amount being requested for, and what it is for. **Maximum of £100** will be allocated for each member, **subject to availability of funds on first-come-first-served basis.**

The completed application form will be submitted by the member to his/her respective FNA-UK Regional Director.

### Guidance Notes for Member with the Use of the Financial Aid

The member must submit proofs on how the fund was used by their family in the Philippines.

These would include photos or videos of the following:

- Acknowledgment receipt of the bank transfer of the money to the family in the Philippines
- Goods (food, water, clothing, etc) bought with the use of the fund
- Family members in the Philippines receiving/ consuming/ using these goods.

The photos and videos of your family may be used as evidences and may be shared by the FNA-UK to the donors, upon their request.

Please sign below if you are allowing the FNA-UK to share and post your family's photos and videos in the FNA-UK official website and social media accounts.

<b>Signature over Printed Name</b>	<b>Date</b>



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### APPLICATION FORM FOR FINANCIAL AID FOR TYPHOON VICTIMS

#### Information about the Member

Full Name	
Email	
Mobile Number	
UK Address	
Post Code	
Bank Details (To be used for the transfer of the financial aid)	
Account Number	
Sort Code	

#### Information about the Employment of the Member (Optional)

Name of Trust/ Workplace	
Address of Trust/ Workplace	

#### Information about the Beneficiary

Full Name	
Mobile Number	
Address	
Relationship with the applicant	



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### Information about the Use of the Fund

#### Reason for Application:

Please give in details the circumstances that have led you to apply for the financial aid. Please attach photo evidences using a separate sheet. Please understand that officers of FNA-UK are not wishing to be intrusive, however, we do need to have relevant information to enable us to make an informed judgment. Rest assured, this application will be kept confidential.

How much funding are you applying for?  
(Please read the Guidance Notes before filling this out.)

#### Purpose of the fund:

What specifically will the money used for? (food, water, clothes, house repair, medicine, etc)

Signature of the Member

Date



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### APPROVAL SHEET

Application Received and Reviewed by:

Signature over Printed Name of the Regional Director	Date

Application Approved for Funding by:

Signature over Printed Name of the Approving Officer	Date