



Thank you for your interest in applying for a Variety WA grant.

Please read and answer all questions carefully – attach separate sheets if you require more space. Applications for assistance can be made at any time of the year.

The Variety WA Grants Committee oversees all applications for assistance to ensure that requests are considered in a fair and equitable way, and given priority in relation to urgency of need and availability of funds.

The Variety WA Appeals Committee meets once a month and applications are considered against set guidelines, including but not limited to:

- Grants are available to individuals and/or organisation for projects and equipment that benefits children who are sick, disadvantaged or have special needs.
- Applications will only be considered for children aged up to 17 years (applications must be received before their eighteenth Birthday)
- Variety WA does not give cash donations; we only fund the purchase of equipment and tangible items.
- Variety WA will not approve grant applications where alternative funding sources are available. This includes CAEP eligible items. Proof of any unsuccessful alternate funding should be included in your application.
- Applications cannot be considered for retrospective funding
- Variety WA does not fund research, therapy or rehabilitation services
- We do not fund vehicles for individuals / families. Variety WA does provide partial or joint funding for vehicles for organisations, through our Sunshine Coach program.
- Each applicant (individual or organisation) must complete the Variety WA Application for Assistance form; available to download from our website www.varietywa.org.au
- As a general rule, there is a limit of one grant per recipient per year, except in special circumstances
- The Grants Committee will assess each grant thoroughly; if more information is required, a committee member may follow up via telephone, email or post
- The deliberation process may take up to several months for an outcome to be advised.
- Please ensure that all questions are answered thoroughly on the application forms
- Please ensure that additional paperwork requested (eg. Payslips, quotes etc) has been included when submitting the application – if it is not, it will delay the decision process as grants will not be reviewed until all relevant information is received.

We respect the personal nature of the details you submit and will provide complete confidentiality. Please note, as part of our accountability procedures, Variety WA produces a list of successful grants each financial year, including the age / suburb / disadvantage of individual and organisation recipients. If you have any concerns regarding this procedure, please contact the Variety WA office.

Variety - The Children's Charity of Western Australia / Tent 74

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Application for Financial Assistance - Organisation or Institution

Completion of ALL QUESTIONS on this form is essential

1. Name of Organisation / Institution:

2. Address:

Suburb: Post Code:

Contact:

Position:

Phone: Mobile: Fax:

Email:

3. Please provide a brief description of your organisation or institution and date it was established:

(Geographic location, financial situation, general information, etc.)

4. Number of children catered for:

5. Age range:

6. Number of children with disability, if applicable:

7. Eligibility/Disability:

8. Type of equipment / assistance required:

9. If applicable please discuss how maintenance or reissue/recycling of the equipment will be handled within your organisation:

10. Net amount required: \$ GST: \$

Please attach three (3) current quotes OR proposed budget.

11. Does your organisation have a Fundraising Department? Yes / No

12. If so, what is your annual revenue from fundraising? \$

13. Are these funds accessible to your Dept/Project/Area? Yes / No

14. Are you able to make financial contribution towards the cost? Yes / No

If Yes, \$

15. Has Variety assisted your organisation previously? Yes / No

If Yes, \$

Date

Nature of appeal

16. Have you approached any other charities or community clubs / groups for financial assistance?

(please provide details)

17. Please indicate if our funding is dependent on funding from other organisations:

18. If your appeal is approved, how will you acknowledge Variety's contribution? (Newsletter, presentation, PR)

19. We give our consent for Variety to generate publicity: Yes / No

Privacy collection statement

Your privacy is respected by Variety. Personal information on this form will be used to assess your eligibility or for the administration of our financial assistance program. It may be provided to organisations that assist us, or as required or authorised by law, but we will not use any of your information for marketing purposes, without your prior consent.

I consent to Variety collecting the information provided on this form. I understand that if I do not provide the information requested, I may be ineligible to receive assistance from Variety.

Signature:

Print name:

Date:

IMPORTANT

- Only complete forms will be processed
- Faxed applications are not accepted

Check List

Please the boxes if attached:

- Completed application form
- Three (3) current quotations or proposed budget included
- Signed Privacy Collection Statement

Please mail correspondence to:

Variety WA - Midwest Geraldton Branch
PO Box 7238 Geraldton WA 6531