

Please return to:



Variety – the Children’s Charity
505 5th Avenue, Suite 310
Des Moines, IA 50309
Phone: (515) 243-4660

Variety Office Use Only:	
Date Received: _____	Board of Dir: _____
SubCommittee: _____	Fin Stmt: _____
501(c)(3): _____	Area: _____
990: _____	

GRANT APPLICATION

SECTION I

Organization’s Legal Name: _____

Doing Business As: _____

Contact Name: _____ Title: _____

Address: _____

City, State, Zip: _____

Phone Number: _____ Fax Number: _____

E-mail: _____ Website: _____

Federal Tax I.D. Number: _____

Grant amount requested from Variety: \$ _____

Grant would fund: _____

How many children do you serve? Daily Basis: _____ **OR** Annual Basis: _____

What is their age range? _____

What special needs or physical challenges do your children have? _____

If applicable, what year did you last receive a grant from Variety? _____

What was the grant used for in that year? _____

Amount Requested: _____ Amount Granted: _____

Below, please show us in general how your organization is supported annually:

		Percentage:
City Grants	\$ _____	_____
County Grants	\$ _____	_____
State Grants	\$ _____	_____
Federal Grants	\$ _____	_____
United Way	\$ _____	_____
Title 19 or 20	\$ _____	_____
Fees/Private Pay	\$ _____	_____
Corporate Gifts	\$ _____	_____
Individual Gifts	\$ _____	_____
Foundation Gifts	\$ _____	_____
Other (Explain) _____	\$ _____	_____
Other (Explain) _____	\$ _____	_____
Total Income	\$ _____	100 %

Please show in general the expenses your organization incurs annually:

Administrative	\$ _____	_____
Fundraising	\$ _____	_____
Programs	\$ _____	_____
Dues to National/Int'l Affiliation	\$ _____	_____
Other (Explain) _____	\$ _____	_____
Other (Explain) _____	\$ _____	_____
Total Expense	\$ _____	100 %

The information provided in this application is true to the best of my knowledge.

Signature _____ Date _____

Title _____

ATTACHMENTS

Attachments A, B and C should be included with each copy of the grant application (for a total of **ten (10)** copies). Attachments D, E, F and G (**one (1)** copy of each) should be included with the original grant application (unattached).

All submitted materials should be 3-hole punched and should fit easily into a 3-ring binder. Do not put materials in folders, binders, etc. Copies may be two-sided.

NEW FOR 2011 – Please email a completed application to stateoffice@varietyiowa.com. Do not include attachments D, E, F, G or brochures in email. **This does not replace submitting the 10 hard copies to the Variety Office.**

Proposal Checklist (all items must be included for consideration)

_____ COMPLETED GRANT APPLICATION FORM

_____ ATTACHMENT A: OVERVIEW (10 copies)

Please attach an overview of your organization and the services you provide.

_____ ATTACHMENT B: PROJECT DESCRIPTION (10 copies)

Please attach a summary which addresses the following categories: project description, what the funds would purchase, needs statement, who will benefit, project budget, and project timeline.

_____ ATTACHMENT C: BOARD OF DIRECTORS or other GOVERNING BODY (10 copies)

_____ ATTACHMENT D: COMPLETED GRANT REPORTING FORM (1 copy)

If applicable, please include a copy of your completed Grant Reporting Form from 2010.

_____ ATTACHMENT E: 501(c)(3) DESIGNATION letter from the IRS (1copy)

_____ ATTACHMENT F: Most recent FINANCIAL STATEMENT (audited if available) (1 copy)

If it is bound, please either make a copy of it or remove it from the binding.

_____ ATTACHMENT G: Most recent 990 (1 copy)

Please do not send video tapes, CDs or DVDs