



### **GUIDELINES FOR FUNDING**

Variety – The Children’s Charity is a children’s charity and therefore funding must be for the benefit of children under eighteen years of age.

A letter of request must be sent to the Variety office for review along with an application letter for funding.

The letter of request must contain the following information: What is needed; Why it’s needed; and the circumstances surrounding the need. The letter must also be accompanied by a letter from the child’s physician prescribing equipment and or service. Letter of support from therapists or others are helpful in addition to your application.

Variety will not approve the following funding applications: for the purchase or alteration of vehicles, for assessments, consultations or tuition; for the purchase of upgrading or maintenance of computers and or computer software; will not reimburse any company or individual for equipment/treatment/services already purchased.

No one is exempt from these guidelines.

### **FUNDING PROCEDURE**

The application must be filled out completely and returned to the Variety office in order for funding consideration. There are two types of applications: Group and Individual.

The completed application form is reviewed by the Variety Allocations Committee, upon approval from the committee; the funding request is then presented to the Variety Board of Directors for review. The board will determine whether or not funding is granted. All applicants will be notified in writing of the Board’s decision. Additional information and or a home visit may be requested at this time.

Funding requests are presented to the Variety Board of Directors monthly. However, the request can take up to 8 weeks to process each application.

You may obtain the application form by calling the Variety office at (403) 228 -6168.

The application can be mailed to: 201, 3740B – 11A Street NE

Calgary, AB T2E 6M6

OR Fax: 403.245.9282