

Variety – the children’s charity of WA
 Kids Support Department
 Grant application guidelines



Eligibility criteria:	Details:
<p>Individuals and/or organisations can apply for for equipment/items to assist children who are sick, disadvantaged or living with disability that reside in Western Australia.</p> <p>Who is eligible?</p> <ul style="list-style-type: none"> - Individual (child) / organisation supporting children aged up to 18 - Individual (child) must reside in WA - Organisation must support children that reside in WA - Child / children impacted by <ul style="list-style-type: none"> - sickness (chronic illness) - disadvantage (social, geographical, financial) - disability 	<p>Examples of equipment/items that may be applied for (<u>not limited to these items</u>):</p> <ul style="list-style-type: none"> - Education <ul style="list-style-type: none"> • school resources - Mobility <ul style="list-style-type: none"> • wheelchairs • walkers • modified bikes/trike • vehicle contributions <ul style="list-style-type: none"> ○ modification / already modified vehicle ○ vehicles (to be modified with NDIS funding) ○ vehicles (modified / unmodified van or bus) for organisations - Medical <ul style="list-style-type: none"> • equipment / resources - Sensory <ul style="list-style-type: none"> • play equipment • sensory equipment - Technology <ul style="list-style-type: none"> • iPad • Laptop / computer • Cpen • Software <p>Ineligible requests:</p> <ul style="list-style-type: none"> - Equipment/items where funding is available via government / other grant funds - Administration and/or salary expenses - Services / Carers' expenses - Retrospective expenses - Expenses considered as typical cost of living - Projects that require re-current funding - Cash / money

Application process:	Details:
1. Variety WA has application forms available for completion via our website www.variety.org.au/wa	
2. The appropriate application form must be completed and additional information must be included;	
<p><u>Individual applications must attach:</u></p> <ul style="list-style-type: none"> - Income details - 2 quotes for item(s) - Supporting letter(s) from appropriate professionals 	<p><u>Income details</u> The following are examples of income statements.</p> <ul style="list-style-type: none"> • Centrelink statements • Payslips (no older than three months) • Most recent tax return for self-employed <p><u>Quotes:</u> Two quotes must be included, no older than three months. One quote will be acceptable if there is only one supplier that can provide equipment. Please consider requesting the supplier to offer a discount for Charity application, if appropriate.</p> <p><u>Supporting Letter:</u> Examples of an appropriate professional (request dependant) may be;</p> <ul style="list-style-type: none"> • Key therapist • Physiotherapist • General Practitioner • Paediatrician • Education professional • Psychologist • Case / Social worker <p>Minimum of one strong/informative letter must be presented. The letter needs to outline the reasoning behind the recommended equipment, how it will impact the child/children and potential outcomes.</p>

<p><u>Organisation applications must attach:</u></p> <ol style="list-style-type: none"> a. 2 quotes for item(s) / project b. Supporting letters from appropriate professionals c. Financial information for the organisation (published annual figures). d. Budget for equipment/project. 	<p><u>Financial information:</u> Most recent end of financial year documentation must be provided.</p> <p><u>Budget:</u> Detailed budget for the project / equipment is required, and details of any alternative support that has been secured.</p> <p><u>Quotes:</u> Two quotes, no older than three months, must be provided with the application. One quote will be acceptable if there is only one supplier that can provide equipment.</p> <p><u>Supporting Letter:</u> Depending on the request, it may be appropriate to include a supporting letter from an external professional;</p> <ul style="list-style-type: none"> • Occupational Therapist • Physiotherapist • General Practitioner • Paediatrician • Education professional • Speech Pathologist <p>The letter needs to outline the reasoning behind the request and how it will impact the children involved with the organisation.</p>
<p>3. Submitted applications:</p>	<ol style="list-style-type: none"> 1. Kids Support staff member will be in contact to confirm the application has been received 2. Your application will be allocated a unique grant reference number which you can use to enquire about your grant 3. It can take up to six months to receive an outcome (however we try to turn around decision as promptly as possible).
<p>4. Kids Support Committee review:</p>	<p>The Kids Support Committee will review the application at their meeting and make a recommendation (approved / not approved). This recommendation is then presented to the Variety WA Board for ratification and final outcome.</p>

5. Outcome:	<p><u>Successful applications:</u></p> <ul style="list-style-type: none">- If the application is successful, applicants will be notified in writing (email or post).- The approval letter will have instructions to explain the process of how to access the approved funds.- Funds must be utilised within twelve months of approval. <p><u>Unsuccessful applications:</u></p> <ul style="list-style-type: none">- If applications are unsuccessful, the applicant will be notified in writing (email or post).- Application outcomes are not able to be appealed - the decision of the Committee are final.
6. Re-applying:	<p><u>Successful applicants:</u></p> <p>Must observe an exclusion period of 12 (twelve) months from their last approval before being eligible to reapply.</p> <p><u>Unsuccessful applicants:</u></p> <p>Must observe an exclusion period of 3 (three) months from date of outcome before applying for assistance.</p>