

GRANTS

Application Guidelines and Frequently Asked Questions



the children's charity

improving young lives every day

PLEASE READ THESE GUIDELINES AND FAQs BEFORE COMPLETING YOUR APPLICATION FORM

What you can apply for

We consider requests for funding for specialist equipment which will be of clear direct benefit to a child or children with a disability/disabilities and/or with special needs (excluding those items in the list below)

WE DO NOT FUND THE FOLLOWING

- standard household equipment or furnishings
- repayment of loans
- garden adaptations
- garden sheds or summerhouses
- cost of a family/wheelchair adapted vehicle
- administrative/salary costs
- laptops, iPads, computer hardware
- maintenance or on-going costs
- vehicle adaptations
- travel costs
- therapy sessions
- reimbursement of funds already paid out
- hire, rental costs or down payments
- trikes, bikes or buggies
- trips abroad or holiday costs
- trampolines (due to safety aspect)
- medical treatment or research
- education/tuition fees
- outdoor hot tubs

Your application - important notes:

- Applications can be made by parents, medical professionals, a school or organisation, hospitals and small registered charities.
- Two quotations for the equipment should accompany the application.
- Organisations are advised to think carefully before submitting a request. Variety, the Children's Charity, will need to be convinced of the high quality and efficiency of your organisation before consideration is given to making a donation.
- There is no lower or upper limit on the level of grant which may be awarded, but most grants are for less than £5,000. Many requests are for sums under £1,000.
- Payments are usually made on receipt of invoices from the supplier. Variety is liable to pay VAT on most items and this should be taken into account. Exceptions to this are medical equipment and equipment specifically designed for use by a disabled person.
- The applicant must confirm that they will take responsibility to arrange for the maintenance and insurance of any equipment funded by Variety.
- All applications are considered on their individual merits, and grants made are dependent on the availability of funds to the Charity at any particular time.

Should you require any further information or assistance, please contact the
Grants Programme Manager
Email: grants@variety.org.uk
Website: www.variety.org.uk
Tel: 020 7428 8100
Fax: 020 7428 8111



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Registered charity in England and Wales (209259) and Scotland (SC038505)

GGFAQ-V1.0

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Q1: Who can apply?

A: Applications can be made on behalf of individual children. These must be supported by a letter from an appropriately qualified medical professional, e.g. occupational therapist, physiotherapist or paediatrician. Please ensure that this letter refers to the equipment sought and makes it clear what direct benefit the child will gain.

Applications can also be made from non-profit making groups and organisations working with children up to, and including, the physical age of 18 years. These include statutory bodies (schools and hospitals), hospices and small registered charities. These applications must also be supported by a letter from medical professional, as above.

Q2: How do I apply for a Grant?

A: Please visit our website <https://www.variety.org.uk/what-we-do/equipment-grants> where you can find the application form, guidelines and FAQs.

There are separate forms for individuals and for organisations. Please make sure you complete the correct version. Incorrect forms will be returned and have to be resubmitted which may cause delays for your application. Completed application forms should either be scanned and returned to the email address provided at bottom of the form or posted to Variety's office address as shown on the form.

Please check **all appropriate sections have been completed** and that **all relevant documents are attached** to the form.

Q3: What is the deadline to submit my application?

A: There is no deadline; we welcome applications submitted at any time of the year. It should be noted that there is a limit of one application per year.

Q4: What happens after I submit the application?

A: We will send you a letter acknowledging receipt of your application. If you do not receive this within two weeks then please contact us.

Once your application has been received it will be given to the Variety Grants Committee nearest to you where a committee member will be asked to assess your application. We will then contact you to arrange a visit to discuss your application in more detail.

Q5: When will we hear if our application was successful?

A: After your assessment visit, your application will be discussed by your local grants committee. If accepted, your application will then be passed to the Head Office Grants Committee for approval. Once your application has been approved by this Committee and endorsed by the Trustees, you will be informed of the decision. Please note that the Committee meets 6 times per year. The decision of the Charity's Trustees is final.

Q6: What are the timescales for securing funding and obtaining the Grant?

A: Once your application has been approved, Variety will seek sponsorship/funding for the grant. The amount of time this can take will depend upon the funds available at the time. It may take several months from the date of approval and sometimes longer.

Q7: Is there an age limit?

A: As we are a children's charity the cut off age for applicants is **18 years old**. Applications can still be submitted at age 18, but please allow four to six months, for the assessment process and subsequent approval by our Committee, before the 19th birthday.

Q8: Do you fund trikes, bikes or buggies?

A: At the moment we **cannot** accept applications for funding of trikes, bikes or buggies. Applications made through our Wheelchairs Programme will receive the same response.

Q9: What happens if the equipment is faulty?

A: Once your equipment has been provided, any problems or disputes that arise after delivery must be resolved between you and the supplier. Variety cannot get involved in issues concerning the equipment itself.

Q10: What about repairs and on-going maintenance?

A: Variety is unable to contribute to the on-going costs of repair and upkeep to equipment it funds and holds no responsibility for the equipment. The supplier will be able to assist with any queries and is responsible for providing a warranty for your equipment. We ask that you contact them directly should you need to. If you require information on insurance cover please speak to the supplier who will be able to provide this information.

Q11: Does Variety send the applicant money?

A: No, once funding has been allocated to your application, you will be authorised to place an order for the agreed equipment with the supplier and to instruct the supplier to send the invoice directly to Variety for payment.

Q12: Do I have to be a UK national to apply? / I am based overseas, can I make an International application?

A: Variety does not discriminate and welcomes applications from all nationalities but the child must be a UK resident. Since we are a UK based charity, we do not accept applications from overseas. We also only deal with suppliers based in the UK, as we cannot pay taxes and shipping costs from overseas suppliers.

All applicants must be permanent residents of the UK.

Q13: If rejected, can we reapply?

A: Yes, if you fully meet with our criteria for a grants application, you can make another application after one year.

Q14: If I say 'no' to the media release request (use of photos or thank you letter for publicity) will that affect the outcome of my application?

A: No, it does not affect the outcome of your application, however we would appreciate your feedback when a member of staff contacts you for your input. This feedback encourages our sponsors to support Variety in helping other children.

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