



2025 VAN FUNDING GUIDELINES

APPLICATION DEADLINE

For a grant application to be considered, organizations must submit all forms in the checklist electronically by email by **noon on Friday, May 23, 2025**. Any incomplete applications or any applications received after the deadline will not be considered for funding. We recommend you submit your application at least a week prior to the deadline to ensure you will meet the requirements. If you are requesting more than one grant, please submit a separate application form for each request.

FUNDING GUIDELINES

Variety – the Children’s Charity provides Variety Vans to nonprofit organizations that deliver care, treatment, activities, and shelter to children who are at-risk, underprivileged, critically ill, and living with special needs. Variety Vans must be used to transport children. This would include trips to doctors’ appointments, therapy sessions, special outings, or activities that relate to the nonprofit organization’s programming efforts, and other related trips. You must be a 501(c)(3) organization to apply for funds from Variety. If you have questions regarding eligibility, we strongly recommend you contact Wendy Ingham at: 515-243-4660 or wendy@varietyiowa.com before submitting an application. If your organization applies and does not fall within our guidelines, you will be notified accordingly.

GRANT REVIEW PROCESS

The Variety Board of Directors forms subcommittees and assigns a liaison to each request. Your liaison will not act as an advocate or as an adversary, but rather as a collector of data. It is our intent to ensure that liaisons do not have a potential conflict of interest. The liaison will contact your organization in June or July to follow up on your request. The review may be performed over the phone, zoom, or in person. Your organization will be asked to make a short presentation to the subcommittee by video conference. The subcommittees will make recommendations to the Executive Charity Committee of the Board of Directors. Final approval of all grant requests will be made by the full Variety Board of Directors. Notification of grant decisions will be made after August 31, 2025.

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Proposal Checklist (all items must be included for consideration) Email items to grants@varietyiowa.com. Emailed files should be labeled as listed below. Submit each attachment as an individual PDF.

Completed Grant Application Form

ATTACHMENT A: OVERVIEW Provide a one-page brief summary of your organization & the services you provide.

ATTACHMENT B: PROJECT DESCRIPTION Provide a summary that addresses the following categories: needs statement, who will benefit, total project budget (add quotes/bids if applicable).

ATTACHMENT C: BOARD OF DIRECTORS/GOVERNING BODY

ATTACHMENT D: COMPLETED GRANT REPORTING FORM If applicable, please include a copy of your completed Grant Reporting Form from 2024.

ATTACHMENT E: 501(c)(3) DESIGNATION LETTER FROM THE IRS

ATTACHMENT F: SIGNED AND CURRENT W9 FORM

ATTACHMENT G: MOST RECENT AUDIT If you do not have an audit performed, please attach your most recent internal financials for the last two full years (balance sheet and statement of activities).

ATTACHMENT H: MOST RECENT 990

Digital photo of the children you serve that we may publicize