

IKEA Charlotte

Community Support Guidelines and Application

Please read guidelines and application in their entirety before applying.

Application Deadlines

IKEA Charlotte reviews applications two times a year. Applications received between due dates and corresponding response dates will be considered for the next immediate round. Please make sure that your project deadlines fit within those constraints before applying.

Entries should be postmarked on the date listed or the next closest postal business day:

- October 1st (Response in thirty days)
- April 1st (Response in thirty days)

Please Note:

- Donation requests or letters not accompanied by a complete application will not receive a response.
- Due to the volume of requests, we ask that you NOT follow up with a phone call.
- Only complete applications submitted with all the requested supporting documentation will receive a response.

Our Vision

The IKEA mission is to “create a better everyday life for the many.” At IKEA Charlotte, we are dedicated to giving back to the local community while being regarded by our customers and coworkers as a socially responsible company.

IKEA Charlotte is proud to support selected organizations in the following areas:

- Children
- Environment

Goals of the Program

Children: At IKEA, children are the most important people in the world. We will focus our activities in the local community on helping children achieve their fullest potential by supporting their learning and development. Helping children to learn and develop is an area in which IKEA has experience and can make a difference.

Environment: “Low prices, but not at any price.” Our community relations program should have a positive impact on the local environment. At IKEA, we shall always consider the environmental impact of our business, as IKEA Charlotte is measured on its environmental responsibility.

How we Choose our Partners

In order to maximize the positive impact that the program has on the local communities we serve, IKEA Charlotte will focus on:

- Organizations that have obtained and can provide documentation that they are an Internal Revenue Service (IRS) recognized 501c3 not for profit organization
- Governmental programs, including public schools are eligible under IRS code
- Partnerships with organizations that primarily focus on children, the environment or both
- Projects where we can make a meaningful difference
- Programs where we can use IKEA Charlotte’s expertise and products to help organizations achieve their missions

- Initiatives should take place within the Carolinas near IKEA Charlotte (priority will be given to projects in Mecklenburg counties)
- Programs that promote diversity and include as many people/children as possible

Non-Discrimination Policy

IKEA Charlotte will only support organizations that operate in accordance with our nondiscriminatory policy regarding race, religion, color, creed, national origin, gender, sexual orientation, citizenship, marital or veteran status, ancestry, disability, medical condition, or any other classification protected by applicable law.

When evaluating proposals we will consider the following priorities:

- Does the program match well with our IKEA vision?
- Is the organization registered as a nonprofit/charity (documentation required)?
- Does the program support many local children and encourage diversity?
- Does the program support the local community or environment?
- Can we use our design know-how and IKEA products?
- Can we involve our energetic IKEA coworkers?

Because our resources are limited, IKEA Charlotte has defined criteria for requests that we do NOT support. Traditionally, they include:

- For-profit organizations
- Fundraising events, including event sponsorships and table sponsorships
- Third party organizations or committees raising funds for charitable purposes or events
- Requests for IKEA Charlotte to solicit donations from customers
- Individual requests (requests that directly benefit one person)
- Religious (or for religious purposes), political or labor/fraternal organizations
- Organizations whose services are not provided in Charlotte and surrounding area
- Sporting activities including: teams, camps, leagues, and golf tournaments
- Projects with a narrow focus: one student, one class, sponsorships or individuals seeking assistance or participating in contests and competitions
- Non-academic programs: sports, clubs, troops, band competitions, summer camps, and field trips
- Organizations known to discriminate or operate in an unethical manner
- Organizations that is not open to all members of the community
- Conferences, seminars or table sponsorships of an event
- Foundations, capital campaigns/purchases, endowment programs or debt-reduction campaigns
- Partnerships that involve IKEA Charlotte distributing literature or any other objects, items, materials, etc. to coworkers or customers on company property at any time, including our parking lot. This violates our non-solicitation policy
- Addiction treatment programs and/or advocacy or research groups

If requesting IKEA product donations, please be specific, including:

- The area where product will be used and the type(s) of use
- The product name (include color and size for products with several versions)
- The quantity of each product requested
- The price of the item
- The article/item number if available (can be found on product in store and in catalogue)

How to Apply

If your organization and project fit within the guidelines, please follow these steps:

1. Complete the Community Support Program application form below. Incomplete applications will not be considered.
2. Mail the application, along with supporting documents, to IKEA Charlotte.

IKEA Charlotte
Attn: Community Relations
8300 IKEA Boulevard
Charlotte, NC 28262

Privacy Statement

Information collected from this application is for the specific purposes of determining whether your organization qualifies for IKEA Charlotte support and to identify/contact your organization. This information will not be placed into IKEA Charlotte's database. It will not be shared or sold.

IKEA Charlotte Community Support Program Application

After reviewing our community support guidelines, please complete the following application, in full.

Organization Information

Date of application: _____ / _____ / _____

Legal Name of Organization: _____

Tax I.D. Number: _____

(Please attach proof of IRS finding document showing 501(c)(3) status)

Contact Name and Title

Full Address: _____

Phone Number: _____ Fax: _____

Email: _____

National, Local Affiliations: _____

Program/Project title: _____

Program/Project date(s): _____

Have you received donations from IKEA in the past? (If yes, please give location and amount.) _____

Please provide a brief description of the history of your organization (max 250 words.)

Project Information

We look forward to hearing your ideas for an exciting partnership. Please attach an outline of the concept of your organization's project (1 page max, single spacing) and then answer the following related questions:

What are the key objectives of this project?

How is this project proposal's objectives aligned with IKEA Charlotte's charity support program's objectives?

Who and how many people would benefit from this partnership?

In what ways could your organization or project benefit from IKEA Home Furnishings or Accessories?

With the implementation of your project idea, how will your organization's services become more effective?

How will changes be sustained after IKEA support ends?

Please indicate which of the following commitments from IKEA Charlotte are needed to make the project successful:

Product Donation: _____ Attach a detailed list as requested in these guidelines.

Volunteers: If your project would require IKEA volunteers, please describe work and how many? Please note how many staff members and volunteers you can commit for the execution of IKEA Charlotte's involvement portion of the project.

How many hours? _____

Monetary: Dollar Amount? _____

In partnership with IKEA Charlotte, what resources, time, commitments and/or assets will your organization contribute to this project?

Please list other corporations or organizations that are currently involved with this project and/or with whom you have applied for assistance.

In addition, please provide the following:

- List of your current Board of Directors
- Copy of your Internal Revenue Service 501(c)(3) Letter
- One-page breakdown of your organization's funding sources and allocation categories.
- One copy of a recent newsletter if available
- Please explain if you receive United Way monies or Community Development Block Grants.

Does your organization have a website? Yes _____ No _____

If yes, please provide address _____

Please mail this application and all pertaining documents to the following address:

IKEA Charlotte
Attn: Community Relations
8300 IKEA Boulevard
Charlotte, NC 28262

Please note: Application must be completed in its entirety to be considered. Please limit your attachments to what has been requested.