



## **IKEA Schaumburg Community Support Guidelines**

The IKEA mission is to “create a better everyday life for the many people” and at IKEA Schaumburg, community involvement is very important to us. We enjoy giving back to our local community and hope to be viewed as a socially responsible company. Our primary areas of support are children’s development causes as well as environmental preservation. Please read the information below to help determine if your organization fits within our giving guidelines.

IKEA Schaumburg will consider requests from 501(c)3 non-profit organizations that:

- **Support Children:** We feel children are the most important people in the world and we focus our local community activities on helping children achieve their fullest potential by supporting their learning and development.
- **Support the Environment:** We believe in low price, but not at any price. IKEA Schaumburg always looks to make a positive impact on our environment.
- **Locally Based:** We want to make a difference in our own community. We look for partners within close proximity to Schaumburg, IL.

### **How we choose our partners**

To maximize the positive impact the program has in the local community, we will focus on:

- Partnerships with organizations whose primary focus is the learning and development of children and women as well as environmental groups.
- Projects that promote diversity.
- Projects in our community where we can make a real difference.
- Projects where IKEA can take an active role and utilize our products and expertise.
- Local community initiatives near Schaumburg.

### **When evaluating proposals we will consider the following priorities**

- Does the project match well with our IKEA mission?
- Is the group a registered 501(c)3 non-profit organization?
- Does the program support many local children and encourage diversity?
- Does the program support the local community or environment?
- Can we involve our energetic IKEA co-workers?
- Can we use our design know-how and IKEA products?
- Does the project take place in one of our target communities?

Regrettably, IKEA Schaumburg **CANNOT** support:

- For profit organizations, requests from individuals or project with a limited focus
- Religious, political, fraternal or third-party organizations
- Contest, raffles, silent auctions, event sponsorships, foundations, endowment programs, charitable advertising, golf outings, capital campaigns or other fundraising events
- Non-academic school programs: sports, troops, camps, competitions, carnivals, parties, etc.
- Conferences, seminars, recognition, volunteer or fundraising thank-you events
- Literature or any other items distributed or sold on our property at any time

## **Donation Selection**

Due to the high volume of applications, our donation committee is only able to consider applications on a quarterly basis. We are currently accepting applications for opportunities after January 1<sup>st</sup>, 2012. Only requests submitted with all the above criteria will be considered and will receive a response. Please no phone calls.

## **Submitting an Application**

If your organization fits within the above guidelines, we welcome you to fill out an application. The following items will need to accompany your application:

- Copy of 501(c)3 status letter
- Tax-ID number
- Information about your organization
- Detailed outline of your initiative and how the donation would be used

Return your application to the following address: [donations.schaumburg.us@ikea.com](mailto:donations.schaumburg.us@ikea.com)

## **Privacy Statement**

*Information collected from this application is for the specific purposes of determining whether your organization qualifies for IKEA Schaumburg support and to identify and contact you. This information will not be placed into a database nor will it be shared or sold. Your application will be held with care to prevent unauthorized access to or use of your organizations information. For further information on our policy towards maintaining privacy and security visit [www.IKEA.com](http://www.IKEA.com)*

## **Equal Opportunity Statement:**

*IKEA Schaumburg only supports organizations that operate in accordance with our non-discriminatory policy regarding race, religion, creed, color, national origin, gender, sexual orientation, citizenship, marital or veteran status, ancestry, disability, medical condition or any other classification protected by applicable law.*