



IKEA Tampa Guidelines for Community Support

Our Vision

The IKEA vision globally is *to create a better everyday life for the many*. At IKEA Tampa, we are dedicated to giving back to the local community while being regarded by our customers and co-workers as a socially responsible company.

IKEA Tampa is proud to support non-profit organizations in the following areas, related to social and environmental issues:

SOCIAL: Children (disadvantaged children, living conditions, education, early childhood development, etc.); Housing (shelters for homeless people, refurnishing of home for people in need, etc.); Emergencies/disasters (earthquakes, hurricanes, fires, floods, etc.)

ENVIRONMENTAL: Climate change (energy savings, renewable energy sources, people and goods transportation, etc.); Protection of natural resources (forestry, waste management, water savings, etc.); Education and awareness (education activities with schools, awareness raising campaigns for customers and consumers, etc.)

How do we choose our partners?

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

- Partnerships with organizations whose primary focus is related to our social and environmental focus areas, as outlined above.
- Projects where we can make a significant difference.
- Programs where we can take an active role and utilize IKEA expertise and/or products.
- Tampa Bay area community initiatives.
- Programs that promote diversity, and include as many people/children as possible.

IKEA Tampa will only support organizations that operate in accordance with its non-discriminatory 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 nonprofit organization?
- 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 to address the need?
- Can we involve our energetic IKEA co-workers to address the need?

Because our resources are very limited, IKEA Tampa has defined criteria for requests that we do NOT fund. Traditionally, these include:

- For-profit organizations
- Individual requests that directly benefit one person
- Initiatives that are at risk of being perceived as political, religious or discriminatory
- Organizations whose services are not provided in Florida
- Third party organizations raising funds for a charity
- Sponsorship of sports teams, leagues, golf tournaments or sporting events
- 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 that are 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
- PR and marketing campaigns
- Partnerships that involve the distribution of literature or any other objects, items, materials, etc. to co-workers or customers on IKEA Tampa property at any time, including parking lot – (This would violate our non-solicitation policy.)
- Treatment programs and/or advocacy or research groups

How to Apply

If your organization fits within the above guidelines, please proceed with the following:

1. Complete the Community Support Program application form.
2. Mail or email the application, along with supporting documents, to IKEA Tampa.

Mailing Address:

IKEA Tampa
Attn: Public Relations
1103 North 22nd Street
Tampa, FL 33605

Email: ikea.tampa.us@ikea.com

Please Note:

- You should receive notification about your request within 30 days.
- Please take program/event time frame into consideration when applying.
- Due to a high volume of requests, please do not contact us regarding the application status.
- Questions related to completion of the application can be directed to: ikea.tampa.us@ikea.com however, due to a high volume of requests a response cannot be guaranteed.

Privacy Statement

Information collected from this application is for the specific purposes of determining whether your organization qualifies for IKEA Tampa support and to identify/contact your organization. This information will not be placed into IKEA's database, nor will it be shared or sold. Your application will be held with care to prevent unauthorized access to or use of your organization's information. For further information on our policy towards maintaining the privacy and security, visit www.IKEA-USA.com.

**IKEA Tampa
Community Support Program**

APPLICATION FORM

Thank you for your interest in submitting a donation request to IKEA Tampa! After reviewing our community support guidelines, please complete this application form.

ORGANIZATION INFORMATION:

Date of application: ____/____/____

Legal Name of Organization:

Tax ID Number:

Contact Name and Title:

Full Address:

Phone Number:

E-mail:

Fax:

Program/event title:

Program/event dates:

Have you received donations from IKEA in the past? (If yes, please provide store name, location and donation description.)

Your organization's mission statement:

Please provide a brief description of your organization:

Please provide the following: What are the key objectives of this program? Please include who will benefit from this program/event, how support will be used, what benefits IKEA Tampa will receive?

Please indicate which of the following commitments from IKEA Tampa are needed to make your program/event more successful:

In-kind donations-IKEA products or IKEA Food - if yes, please describe:
(Attach product list, if needed.)

Sharing of know how - if yes, please describe:

IKEA Tampa co-worker (employee) help - if yes, please describe:

Please provide a list of other corporations or organizations that are currently involved with this program/event. In addition, please provide a list of your current Board of Directors, proof of 501(c) and (3) status; and other funders, if applicable, (with contribution amounts of each) who are supporting this program/event.