

## FUNDING GUIDELINES

### Who we are.

The Smurfit Westrock Foundation (formerly the Smurfit Kappa Foundation) or the 'Foundation' was formed in 2011 when the Board of Smurfit Westrock decided to donate funds to the Foundation each year.

Our vision for the Foundation is to positively impact the lives of people in need within the communities where Smurfit Westrock operates. We hope to achieve this vision by financially supporting sustainable projects in the areas of health and nutrition, education and basic care thus reducing inequalities.

### Criteria for all projects.

- Must be a registered nonprofit organisation or charity.
- Must be for the benefit of people in need.
- Must be in the areas of health and nutrition, education or basic care.
- Must be a sustainable project i.e. the project should have a clear plan for continued financial income generation, ensuring long-term viability, and creating lasting positive impact.
- Must be for a public benefit - the project must serve a public benefit rather than a private or commercial interest.
- Must be in a community where Smurfit Westrock operates.
- Must be supportive of a least one of the below United Nations' Sustainable Development Goals that we have set as a priority.



### Activities outside our criteria.

Below please find a list of activities outside our criteria, please note that this is not an exhaustive list.

- Organisations that discriminate based on race, colour, sex, gender identity and/or expression, religion, sexual orientation, national origin, age, or disability.
- Projects that do not align with the Foundation's purpose.
- Every day running costs and salaries (sometimes this may form a small part of an overall project, so we will only consider those if the main project meets the criteria).
- General fundraising appeals.
- Individuals – we do not donate to an individual raising money for themselves or for a charity.

## Activities outside our criteria (continued).

- Recurrent funding - we do not form partnerships to continue funding year on year.
- Academic research.
- Applications sent by intermediaries or professional fundraisers. We only fund the entity executing the project.
- Activities for which a statutory body/Government is responsible and carries out the responsibility.
- Professional qualifications.
- Loans or business finance, or creation of Funds.
- Local sports or athletic teams.
- Religious and political causes.
- Short-term or one-off events - we do not fund one-time events such as festivals, conferences, or galas without a lasting impact.
- Startup costs for new organisations.
- Work that has already taken place.

## Who can apply.

If you are a registered charity/not-for-profit working with underprivileged people in a community where Smurfit Westrock has a presence ([Locations](#) | [Paper & Packaging Manufacturing](#) | [Smurfit Westrock](#)) and would like to make an application for a project that meets our criteria above, please complete the Smurfit Westrock Foundation application form on our website [www.smurfitwestrockfoundation.com](http://www.smurfitwestrockfoundation.com).

Countries where Smurfit Westrock operate are:

Argentina	Czech Republic	Italy	Romania
Australia	Denmark	Japan	Serbia
Austria	Dominican Republic	Lithuania	Slovakia
Belgium	Ecuador	Mexico	Spain
Brazil	El Salvador	Morocco	Sweden
Bulgaria	France	Netherlands	Switzerland
Canada	Germany	Norway	United Kingdom
Chile	Greece	Peru	United States of America
China	Hungary	Poland	
Colombia	India	Puerto Rico	
Costa Rica	Ireland	Portugal	

### How to apply.

Initially, please study these funding guidelines to ascertain if your project is eligible for funding. Please note for ALL applications, only requests received via the online application process will be considered.

Log onto our website at [Smurfit Westrock Foundation](https://www.smurfitwestrockfoundation.org).

1. Click 'Apply for Funding' to bring you to our application platform.
2. You will then be asked to register your organisation and a user before being brought through our eligibility test.
3. If you pass the eligibility test you will then receive access to complete the full application form. Please note this is not the end of the process, you must complete the full application if you pass the eligibility test.
4. Once you submit the application form, we will then begin the process of reviewing it as mentioned above.

Note: If we have further queries, we will contact you.

### Application and review process.

1. Complete and submit the online application form, ensuring it complies with our criteria as set out above.
2. The Foundation Manager will review all applications and submit projects that meet the criteria and are activities within our criteria for a second review.
3. Second review performed of eligible projects by selected members of the Board and Advisors, and if recommended it will go to the Foundation's Board for consideration.
4. The Foundation's Board reviews projects and makes a final decision.
5. The decision will be communicated to the applicant.
6. Bank details are requested and checked to ensure all is in order.
7. Both parties sign the grant agreement.
8. Once the grant agreement is signed, the Foundation processes the payment as agreed. If the grant agreement is not signed, then the application will be rejected.
9. Unsuccessful applicants will be notified throughout the process. All successful applicants must provide updates and impact reports on the project once it is complete.

### Application deadlines.

Applications will be accepted at any time, and if eligible for funding and have passed our review stage, will be presented at the subsequent Board Meeting of the Foundation.

Board Meetings will take place in February, May, September, and November each year. Applications submitted up to a month beforehand will be considered. Applications after that will be reviewed at the following Board Meeting. All papers are sent to the Board two weeks prior to the meeting to allow time for review.

Registered Charity Number (RCN) 20078270



### **Grant amounts.**

All grants should be submitted and approved in Euros. The Foundation has a minimum grant amount of €10,000. Please note that just because a charity meets all the criteria it does not guarantee funding due to the number of applications we receive.

The decision of the Smurfit Westrock Foundation Board is final.

### **Successful applications.**

We will notify all successful applicants after the relevant Board meetings and arrange the signing of grant agreements electronically via DocuSign. Please note that no payment will be made if the grant agreement is not signed.

Charities that have been successful should note that this will be taken into consideration if they make further applications.

### **Unsuccessful applications.**

Unfortunately, due to the number of applications we receive, not all applications can be approved for funding. These applicants will receive an email confirming they have not been successful. This can be received at different stages of the process.

We are unable to provide feedback on unsuccessful applications due to the number we receive and limited resources.

### **Smurfit Westrock contacts.**

If you know someone who works in Smurfit Westrock and have updated them on the project you are requesting funding for, then please include their name in your application form.

The Foundation is a registered charity in Ireland – Registered Charity Number 20078270