

## FUNDING GUIDELINES

### Who we are

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

Our vision for the Foundation is to positively impact the lives of underprivileged people in the communities where Smurfit Kappa Group operates. We hope to achieve this vision by financially supporting sustainable projects that positively impact the lives of underprivileged people through health and nutrition, education and basic care thus reducing inequalities that exist.

### Criteria for all projects

- Must be a registered nonprofit organisation or charity.
- Must be for the benefit of underprivileged people.
- Must be in the areas of Health & Nutrition, Education or Basic care.
- Must be a sustainable project.
- Must be for a public benefit.
- Must be in a country where SKG operates.
- Must be supportive of a least one of the below United Nations sustainable development goals that we have set as a priority.



### Who can apply

If you are a registered charity/not-for-profit working with underprivileged people in a community where Smurfit Kappa Group (SKG) has a presence and would like to make an application for funding for a project, please complete the Smurfit Kappa Foundation application form on our website [www.smurfitkappafoundation.com](http://www.smurfitkappafoundation.com).

Countries where SKG operate are:

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

### Application and review process

1. Complete and submit the online application form available on SK Foundation's website. <https://smurfitkappafoundation.smartsimple.ie>
2. Foundation Manager will review all applications and submit projects for second review.
3. Second review performed by trustees of SK Foundation, and if approved they go to the SKF Board.
4. The SKF Board reviews projects and final decisions are made following the receipt of bank details.
5. SK Foundation Manager notifies successful applicant and both parties sign grant agreement.
6. Once the grant agreement is signed, SKF processes the payment as agreed. If the grant agreement is not signed, then the application will be rejected.
7. Unsuccessful applicants will be notified throughout the process.
8. All successful applicants must provide updates and impact reports on the project once its complete.

### How To Apply

Initially, please study these funding guidelines to ascertain if your project is eligible for funding.

Please note for ALL applications, the SK Foundation will only be able to consider grant requests submitted using the online application at <https://smurfitkappafoundation.smartsimple.ie>

1. Log onto our website at [www.smurfitkappafoundation.com](http://www.smurfitkappafoundation.com).
2. Click apply for funding and you will be brought to our application platform. (<https://smurfitkappafoundation.smartsimple.ie>).
3. You will then be asked to register your organisation and a user before being brought through our eligibility test.
4. If you pass the eligibility test you will then receive access to complete the full application form.
5. Once you submit this form, we will then begin the process of reviewing it as mentioned above.

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

The SK Foundation is a registered charity in Ireland – Registered charity No: 20078270

Note - Only requests received via the online application process will be considered.

### 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 SK Foundation Board Meeting.

Board meetings will take place in February, May, September, and November each year. (All papers are sent to the Board two weeks prior to meeting).

### Activities outside our criteria

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

- Academic research.
- Activities for which a statutory body is responsible.
- Activity taking place in school time that are a statutory responsibility.
- Professional qualifications.
- Every day running costs and core salaries (sometimes running costs and salaries may form part of a specific project so we would consider these as part of the overall project).
- General fundraising appeals.
- Individuals – we do not donate to an individual raising money for themselves or for a charity.
- Loans or business finance.
- Local sports or athletic teams.
- Organizations that discriminate based on race, colour, sex, gender identity and/or expression, religion, sexual orientation, national origin, age, or disability.
- Recurrent funding.
- Religious and political causes.
- Startup costs for new organisations.
- Work that has already taken place.

### Grant amounts

All grants are submitted and paid in Euro's. The SK Foundation has a minimum grant size 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 Kappa Foundation Board is final.

### Successful applications

We will notify all successful applicants after the relevant Board meetings via our online platform SmartSimple 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 all applications due to the number we receive and limited resources.

### Smurfit Kappa Group contacts

If you know someone who works in SKG, then please include their name in your grant application.