

Application Guidelines

Timeline

Proposals are accepted year-round, but we review twice per year on the following schedule:

- Cycle 1 – proposals due by February 28 with notifications by June 30
- Cycle 2 – proposals due by August 31 with notifications by December 31

What to include in your proposal

Time is such a valuable commodity, so we want to provide you with exactly what we look for in proposals – cover these five things in less than three pages and we'll have all we need:

- Overview of your organization, including your mission and how you serve your community stakeholders
- WestRock communities served by your organization (click [here](#) for our location map)
- Overview of the program or project for which you are requesting funding (be sure to outline how it connects to our Foundation's areas of focus)
- Funding amount requested
- Program or project measures of success

Be sure to send documentation of your organization's 501(c)(3) status.

Proposals should be sent via email to foundation@westrock.com. Proposals sent via hardcopy will not be considered.

Events, programs and projects our Foundation is not able to fund

We recognize there are many non-profit organizations that do great work to support various causes that ensure residents live in safe, diverse and vibrant communities. However, there are some community investments **our Foundation cannot consider**, such as:

- Advertising
- Conferences and meetings
- Endowment campaigns
- Fraternal organizations and related events
- Fundraising events (dinners, golf tournaments, etc.)
- Scholarships, academic fellowships or research
- Sports teams and events
- Student teams, trips or competitions

By law, our Foundation cannot make investments that result in a direct, tangible benefit to WestRock or WestRock employees.

Looking for an event or program sponsorship from a local WestRock facility?

If you are interested in requesting sponsorship from a WestRock facility in your community, we encourage you to reach out to them directly. You may also send your request to foundation@westrock.com and we will forward it to them. Be sure to let us know which facility you are trying to reach.