

Funding Request Application Instructions

Battelle, which operates Pacific Northwest National Laboratory in Richland, WA will consider funding proposals for projects in locales in which PNNL has offices.

INSTRUCTIONS

1. BEFORE STARTING

Please review the [Philanthropic Guidelines](#) and ensure your request meets all the criteria prior to applying for funding.

2. SUBMITTING COMPLETED APPLICATION

- Download the Funding Request Form
- Once form is complete, save and re-name PDF file with “current year-organization” (e.g. *2023-Local Food Bank.pdf*)
- E-mail completed form to: Giving@pnnl.gov
- Funding Requests accepted between October 1 and July 31 each year.

For questions contact:

Giving@pnnl.gov

Community Affairs Consultant

509-375-3931

Grant close-out - When the project is complete (or after 12 months of grant receipt), submit a project summary report to Battelle. Include whether, or not, all goals were achieved, and any other commentary that might be appropriate for the project (e.g., number of people and/or under-represented groups/communities impacted, etc.). The report should include a copy of any materials in which Battelle's corporate grant is acknowledged.