



## National Fuel Gas Company Foundation's Program Guidelines

**Process:** All requests are reviewed on a quarterly basis by a special committee. Applicants will be notified by mail of National Fuel's decision.

If your organization would like to be considered for a donation of any amount, please submit the following information:

1. If applicable, a completed application (attached).
2. Board Member list
3. Copy of the IRS 501(c)(3) Federal Tax Exemption Letter of Determination (required)
4. One- or two-page proposal which includes the following:
  - Mission statement/purpose of your organization
  - Detailed description of the need for funding
  - Description of how the contribution will benefit the quality of life in our community
  - Describe any collaborative efforts with other organizations
  - The nature and sources of permanent funding
  - Sources of project funding
  - Annual budget and/or project budget
  - Description of past accomplishments

**FUNDING LIMITATIONS** - In general, funds are not awarded to:

- Individuals
- Private Foundations
- Public Charities that are 501(c)(3) under section 509(a)(3) of the IRS Code
- Political organizations, candidates or lobbying efforts
- Sports teams
- Religious or sectarian organizations, except when they are conducting programs secular in nature and have wide public impact

All funding requests should be mailed to:

Ms. Emily L. Ciruolo  
Associate, Corporate Communications  
National Fuel Gas Company Foundation Program  
6363 Main Street  
Williamsville, NY 14221  
Phone: 716-857-7861  
Fax: 716-857-7439  
Email: [ciraoloe@natfuel.com](mailto:ciraoloe@natfuel.com)