

Battelle Emergency Financial Assistance Program Eligibility

Employee Eligibility

Battelle Employees are eligible to apply if they are an active employee with Battelle (including on leave, short-term disability, and paid time off). Requested expenses must be the result of a qualified event that has occurred after the start of the program (March 13, 2020) and the employee's hire date. Contractors, interns, and retirees are not eligible to apply or to receive assistance.

Battelle employees are eligible to apply and receive support twice (2x) in a calendar year (up to \$2,500/year) and are only eligible to receive assistance four times (4x) over their lifetime with Battelle (up to \$10,000). Multiple applications can be for the same disaster.

Eligible Assistance

The Battelle Emergency Financial Assistance Fund will support employees who experience financial hardship resulting from an emergency hardship or qualified disaster. In these instances, this fund will provide grants at a minimum of \$250 and no more than \$2,500 for food, shelter and other basic needs to employees who qualify for such grants and to the extent that funds are available.

Emergency Hardships such as illness, death in the family, or other sudden, severe, overwhelming, and unexpected event that is beyond the individual employee's control and which results in their inability to provide basic life necessities for that individual and their immediate family/close relative.

Qualified Disasters include natural disasters such as a disaster resulting from an act of God as in the case of a hurricane, tornado, earthquake, wildfire, or flood; or a personal disaster such as a house fire; or a qualified disaster such as a disaster caused by terrorist or military action or otherwise deemed to be qualified disaster or emergency by the federal government such as a devastating hurricane or pandemic.

Below are some examples of eligible emergency hardships and qualified disasters. This list is not all encompassing.

Emergency Hardship

- Domestic abuse
- Physical abuse
- Crime
- Serious illness
- Injury
- Accident
- Death of an employee, spouse/partner, or dependent
- Spouse/partner loss of job/income
- Loss of child support
- Military deployment

Qualified Disaster

- Acts of Nature/Government declared disaster that affect an employee's primary residence (e.g., floods, lightning strikes, hurricane, tornado, ice storm, wildfires, earthquakes)
- Government-declared natural disaster or state of emergency
- Fire
- Terrorist or military action disaster
- Any event determined by the Secretary of the Treasury to be of a catastrophic nature

Below are eligible and ineligible expenses for Battelle Emergency Financial Assistance Program:

Eligible Expenses

- Food, clothing, temporary housing, childcare, and reasonable evacuation expenses resulting from the event
- Reasonable repairs, essential appliances and furnishings, essential utilities (including internet, cable/satellite television, telephone), security deposits, and rent/mortgage assistance
- Car payment/car insurance, repairs other than routine maintenance or repairs, cost of public or commercial transportation, and cost of car rental
- Reasonable funeral, travel and burial expenses of an employee or their family member*

Ineligible Expenses

The Battelle Foundation Emergency Assistance Fund will NOT support the following requests for financial assistance:

- Routine car maintenance
- Legal fees
- Accumulated financial distress that results in your not having enough income to cover your regular monthly bills. Grants aren't available to resolve ongoing general financial problems.
- Credit card debt, vehicle purchases, home foreclosures or pay day loans
- Expenses incurred due to lack of homeowners or medical insurance
- Employee benefits during waiting periods of coverage
- Expenses associated with divorce or child custody settlements

***Definition of a Battelle Family Member**

Immediate family/close relative (including in-law/step) that is financially dependent on the employee and resides in their household.