

**THE LLOYD E. & ELISABETH H. KLEIN FAMILY FOUNDATION
GRANT APPLICATION
CRITERIA AND PROCEDURES**

Fiscal Year: January – December

Mission Statement

The mission of The LLOYD E. & ELISABETH H. KLEIN FAMILY FOUNDATION is to empower disadvantaged youth toward improved life achievement through...

- Encouragement,
- Education, and
- Emotional support,

...which will enable them to live a successful life and, thus, contribute to a peaceful world.

Focus of Foundation Grants

The Foundation will use its resources to support programs that:

- Build strong families and communities;
- Provide educational opportunities to the disadvantaged and underserved;
- Support a nurturing and caring community;
- Enhance the intellectual, spiritual, and emotional well being of the individual and family.

Grant Criteria

Grant Amount

Minimum grant: \$25,000

Use of Funds

- Generally grants will not be made to endowments or construction of new buildings or facilities. All other purposes are acceptable, including general operating support.

- Core Grants will be awarded to organizations or projects in the communities in which members of the Klein Family live, work or have personal involvement. Currently, this includes California, Arkansas, and Colorado.
- Grantees must sign a grant agreement, which will include the terms and conditions of the grant.
- Grantees shall be required to submit a report to the Foundation on the use of the grant funds. The Board of Directors must approve any changes from the original request of the grant. A report on the progress or use of funds must be made within one year of receiving the grant and prior to making application for a subsequent grant.

Frequency

- Grants may be awarded for single year or multi-year (maximum three), subject to annual review and approval.
- Grants may be renewed as approved by the Board of Directors. However, it is not the policy of the Foundation to provide sustaining annual support. The Foundation will generally limit annual support for an organization to 3 consecutive years.

Organizational Requirements

- Applicant must be a public charity, organized under IRC sec. 501(c)3 and qualified under IRC sec. 170(b)(1)(a).
- Although the Foundation will consider assisting startup organizations, funding may not be requested for organizational or startup expenses.
- The Applicant must provide services within California.

Application Procedure and Process

- An initial Eligibility Quiz and Letter of Inquiry must be submitted on the approved form at the Foundation's website <http://kleinfamilyfoundation.org>.
- Letters of Inquiry should be submitted on or before May 15th.
- If the Letter of Inquiry is approved, the Applicant will be invited by email to submit a full Grant Application via a private URL. The Application must be submitted by July 25th, and be complete in all respects. Incomplete applications will not be accepted.