**The KLE Foundation**

The KLE Foundation is a private foundation based in Austin, Texas. Our mission is to realize the potential of motivated individuals and communities through education. The majority of our grants support programs in central Texas.

Our focus is education – in particular, science, math and English – but also includes literacy and job skills. We partner with organizations with a vision for the future combined with a focus on achieving and measuring results. We favor projects which are scalable, sustainable and research-based – measuring results, tracking those measurements to ensure continuous improvement.

Almost any organization can find an ‘education’ component in its overall mission. We generally will not fund such education ‘subsets’ of a larger non-education mission.

We seek to maximize the return on our investment by ensuring contributions are efficiently and productively used toward a measurable outcome. We invest in organizations with a proven track record and a sustainable infrastructure, but will consider innovative projects and approaches. We favor challenge grants and often work in conjunction with other private sources of funding.

**Examples of recent recipients of KLE Grants include:**

ACE - A Community for Education Girlstart

Advanced Placement Strategies – AP Incentive Program Greenlights for NonProfit Success

American Youth Works English at Work

Austin Area Interreligious Ministry (Refugee Literacy Program) Foundation Communities (After School)

Austin CAN Academy Heart House

Austin Partners in Education Huston-Tillotson (AusPrep Program)

Austin Sunshine Camps KIPP Austin College Prep

BookSpring KLRU (Ready to Learn)

Badgerdog LifeWorks (GED & Literacy Program)

Breakthrough Literacy Coalition of Central Texas

Capital IDEA San Juan Diego High School

Communities in Schools St. Edward’s University (CAMP Program)

GenAustin UTeach at the University of Texas

People’s Community Clinic (Reach out and Read)

**Eligibility for grant-seeking organizations:**

Grants are made only to nonprofit organizations certified as tax exempt under Sections 501(c)(3) or 170(c) of the Internal Revenue Code and are classified as "not a private foundation" under Section 509(a). Organizations that have completed and filed Form 1023 but not yet received an IRS determination letter are not eligible to apply. KLE does not make grants or loans to individuals.

KLE will award grants only to organizations that have met the requirements for project reporting and accountability for any previous grant from KLE.

**The KLE Foundation does not support:**

Grants or loans to individuals

Loans to charitable organizations

Grant requests for more than 10 percent of an organization's annual operating budget

The purchase of dinner, gala or raffle tickets

School fundraisers or events (including sports and other extracurricular activities)

Tax-generating entities (municipalities, school districts, etc.) for services within their normal responsibilities

Public or private educational institutions for: recurrent operating, administrative or capital expenses (i.e. acquisition, construction, improvement and maintenance of buildings and equipment), or scholarships that subsidize an existing funding base

Academic or scientific research

Advertising or marketing efforts

Political campaigns or purposes

Debt reduction

Emergency or disaster relief efforts

Sectarian religious activities, political lobbying, or legislative activities

Institutions that discriminate on the basis of race, creed, gender, or sexual orientation in policy or in practice

**Process for grant seekers:**

Please review carefully our foundation overview and examples of recent grant recipients. If you feel your organization and project proposal align with our foundation and focus, please submit a one-page Letter of Inquiry to us via email at [**kle@elks.ws**](mailto:kle@elks.ws).

Your Letter of Inquiry (LOI) should include the following information:

* Brief description of your organization and the constituency it serves;
* Brief description of program or need for which you seek funding;
* Overview of the project and indication of how it meets KLE's areas of interest;
* Expected, measurable outcomes;
* The project time frame and your deadline for receiving funding commitments; and
* An estimate of the project cost and the amount you intend to request for the project

from KLE.

*Please hyperlink URLs for supplemental content rather than sending additional*

*attachments.*

If we determine that your grant request falls within our goals and objectives, we will ask you for a full proposal utilizing our Grant Request Guidelines, below. Proposals are accepted year round and are reviewed on an ongoing basis. If your proposal is approved for funding, you will be notified within 60 days of your grant request proposal submission.

**Proposals submitted without an approved LOI will not be considered.**

**Grant Request Guidelines (do not submit full proposal until invited to do so by the Foundation):**

Please provide the following information:

**Problem Statement**: Define the problem or program for which you are seeking funding. This should include data or numeric evidence documenting the problem in your geographic area and target population.

**Project Description**: Provide the specifics of your grant request and the overall project this grant will be funding.

**Request Summary**: Provide a brief description of how the funding will be spent. Be specific about what this grant will fund. Please include a summary of the overall project finances.

**Project Time line**: Include beginning, end and key events. Be sure to specify the time frame over which the funding requested from the Foundation would be spent.

**Success Measures**: Briefly summarize how you will measure the success of your program. This should be primarily data or numeric evidence directly related to the problem you have defined above.

**Applicable Research**: Please cite any existing research behind the method you use in addressing the problem defined above.

**Organization P&L**: a hi-level summary of your income/sources and expenses/categories.

**Development Strategy and Revenue Sources**: Outline sources by type (i.e. corporate, special event, etc.) with specific donors listed for contributions of $25K and above. A board-approved development strategy and current list of donors may be submitted as attachments to meet this requirement.

**Board Financial Support**: Indicate percentage of the board of directors providing financial support to the organization and the total amount of the financial support received from Board members in the most recent fiscal year.

**Funding requested**

**Overall project budget**

**Number of individuals served by the project**

**Grant Request Required Documents**

*Please provide URL hyperlinks in lieu of sending attachments for content available online.*

Organization web site – mission, focus, service area, demographics, etc.

List of management team and board of directors

Current detailed operating budget

Most recent year-end financial statements (provide audit, if one is prepared)

Most recent IRS Form 990, if applicable

501(c)(3) determination letter

Accreditation certificate, if applicable

Letters from recipient organization(s), if the project/program involves providing services to other organization(s)

Please submit your grant request and support documents electronically to [**kle@elks.ws**](mailto:kle@elks.ws). If the information requested above cannot be submitted electronically, please mail to: KLE Foundation, P.O. Box 163991, Austin, Texas 78716-3991.

**Grant Reporting:**

The KLE Foundation requires a grant report at each major milestone and at the completion of the project. When the grant is awarded, we will work with the grantee to specify the elements of the progress reports and final report. In the interests of efficiency, we will consider accepting reports prepared for other foundations supporting the same project.