



LEGALLY REQUIRED OFFICIAL POSTING
PLEASE DO NOT REMOVE UNTIL AFTER BELOW DATE AND TIME

North Hills West Neighborhood Council

FINAL - Special Board Meeting Agenda

Tuesday, May 25th, 2021 6:30–8:30 PM

FINAL Agenda shall be Posted 24 Hours Prior to Meeting – All Meetings are open to the Public
(You're welcome to join 15 minutes early to ensure connection setup)

Zoom Meeting online or by telephone. Dial Toll Free (877) 853-5257 or (833) 548-0282 to join the meeting then enter this webinar ID #: 979 3677 6899 and press #

Please click this link to join the webinar by computer: <https://zoom.us/j/97936776899>

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NHWNC Executive Officers:

Carol Hart – President, Pat Crone – Vice President, Dan Gibson – Treasurer, Dave Brown – Secretary

Board Members:

Sam Acosta, Angel Collins, Maggie Elliott, Garry Fordyce, Punam Gohel, David Hyman, Madlena Minasian, Carlos Pelaez, Kreshell Ramey

IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF NORTH HILLS WEST NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS The public is requested dial *9, when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda - *which are within the Board's jurisdiction* - will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting.

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The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs.

We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities and bringing government closer to the people.

Supporting documents available on our website at: www.nhwnc.net

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1. Welcome & Call Meeting to Order – Carol N. Hart, President

2. Roll Call, Determination of Quorum, and Voting Eligibility

3. **President & Treasurer's Fiscal Year End Financial Status Report** – after we complete our self-audit and seek any necessary corrections from NC Funding Reps and others – this report will serve as the basis upon which the board will discuss all of the remaining motions on this agenda.

4. Discussion and possible action: **Motion to approve a 'North Valley Caring Services' Neighborhood Purpose Grant not to exceed \$5,000 to be put toward the purchase of a new forklift** - for the food distribution which has provided groceries for those in need throughout the pandemic. (Other NCs are requested to approve NPGs in the same amount.) Full details are to be included with NPG Form & Tax Exempt Status Documentation.

Funds encumbered from Fiscal Year 2019-20 for specified purposes to be expended only during Fiscal Year 2020-21; these funds may not be rolled over.

5. Discussion and possible action: Motion to approve pCard charges in an amount not to exceed **\$4999** for printing of new NHWNC residents welcome postcards, a post-pandemic "Getting Back to Business" mailer and a 4-page newsletter. Vendors and final totals to announced for final approval at our June meeting.

6. Discussion and possible action: Motion to approve a pCard expenditure request in an amount not to exceed **\$650** for Adobe – Outreach Materials Design Software & Adobe Instructional Materials for New Users. Adjusted totals will be provided for final approval at our next General Board Meeting, on Thursday, June 17.

7. **General Public Comment:** Comments from the public on non-agenda items within the Board's jurisdiction. Each speaker will be allowed two (2) minutes as time permits.

8. Community/Government Reports & Announcements: (15 minutes)

a. Elected offices representatives.

b. Government agencies, including the City of Los Angeles' Department of Neighborhood Empowerment.

9. Discussion and possible action: **Motion to approve adjustments to the 2020-2021 NHWNC Budget and Administrative Packet. (See revised Budget & Administrative Packet submitted for Board approval)**

10. Motion to adjourn

North Hills West Neighborhood Council & Committee Agendas are posted for public review at Uncle Joe's Donuts – 8704 Woodley – North Hills CA 91343 and posted on the NHWNC website www.nhwnc.net

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Agenda that are within the board's subject matter jurisdiction, will be heard during the Public Comment period. During the current situation requiring that we conduct meetings online, please send your request to make a public comment to Secretary@nhwnc.net. Please include the item number along with an indication that you support, oppose, or support conditionally - naming your conditions.

As a covered entity under **Title II of the Americans with Disabilities Act**, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids or services, may be provided upon request. If you require language services translation services and to ensure availability of services, please make your requests at least three (3) business days (72 hours) prior to the meeting you wish to attend by contacting Carol Hart, Board President, via email at President@nhwnc.net or by phone 818-281-9387.

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GRIEVANCE PROCESS: A stakeholder or group of stakeholders may present a grievance concerning the legality of actions by the Board during public comment. Substantive grievances will be examined by a panel set by the Board and the decisions may be appealed to the Department of Neighborhood Empowerment.

POSTING: In compliance with 'Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of its meetings, may be viewed at the board meeting. Documents may also be reviewed by going to the Board's website [www.http://nhwnc.net](http://nhwnc.net).

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NHWNC BYLAWS – Please be advised that the bylaws of the North Hills West Neighborhood Council provide a process for reconsideration of actions as well as a grievance procedure. For your convenience, the bylaws which were approved on 11-17-2020 are available during every meeting and online at: [www.http://nhwnc.net](http://nhwnc.net).

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For More Information about NHWNC please email: board@nhwnc.net. We look forward to hearing from you!

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SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR AL CONCEJO VECINAL 3 DÍAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR CONTACTE A DAN GIBSON, POR EMAIL A dgibson.nhwnc@gmail.com.

Please Do Not Remove Before May 27th, 2021

Note: This agenda has been updated in accordance with online meeting guidelines (COVID 19) and to align with materials provided by EmpowerLA.

Note that the Neighborhood Council is actively looking for new members to join
Please contact board@staging.nhwnc.org to find out more and receive an application
Thank you

Agenda numbered additional information:

14. Discussion and possible action: Motion to approve an LA Conservation Corps Neighborhood Purpose Grant not to exceed the requested amount of \$5,000. Funding of this grant is requested to assist with the planting of (##) new street trees to replace some of the trees lost due to the drought (\$3500) in addition to trash pickup & weed abatement in parkways along our busiest and most dangerous streets (\$1500.) Full details are included with NPG Form & Tax Exempt Status Documentation.

Per your request, please see the unit rate per 15 gallon tree planted.

\$205 = Labor (covers 1 Supervisor and 5 Corpsmembers, applicable insurance, WC, vehicle costs and tools)

\$85 = Materials (tree procurement, 2 lodge poles, 4 tree ties, 1 arbor trunk guard)

Grand Total: \$290 per tree

15. Motion to approve a 'North Valley Caring Services' Neighborhood Purpose Grant not to exceed \$5,000 to be put toward the purchase of a new forklift – for the food distribution which has provided groceries for those in need throughout the pandemic. (Other NCs are requested to approve NPGs in the same amount.) Full details are included with NPG Form & Tax Exempt Status Documentation.



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North Hills West Neighborhood Council

FINAL General Board Meeting Agenda

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Sitting Board Members:

Dan Gibson, Punam Gohel, Carol Hart, David Hyman, Madlena Minasian, Carlos Pelaez,

Newly Elected Board Members

Dave Brown, Garry Fordyce, Pat Crone, Maggie Elliot, Kreshell Ramey

Note: The Board needs to fill two additional seats - vacated after the candidate application deadline

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CALL TO ORDER & ROLL CALL

1. **Welcome & Call Meeting to Order** - John Darnell, Neighborhood Empowerment Advocate (NEA), DONE
2. **Roll Call, Determination of Quorum, and Voting Eligibility**

SPECIAL ORDER OF BUSINESS

3. **Call for nomination of candidates** to fill two vacant seats followed by discussion and board appointment vote
4. Administration of NC Oath of Office - John Darnell with New & Returning Board Members (5 minutes)

Neighborhood Council Board Oath

"I pledge to represent my neighborhood with dignity, integrity, and pride. I will encourage other points of view, even when they differ from my own. I will respect, value, and consider everyone's opinion. I will find the good in my neighborhood, and praise it and promote it. To my neighbors, and to neighborhoods throughout the City of Los Angeles, I pledge to do this to the best of my ability."

5. **Election of new Executive Officers** (President, Vice President, Treasurer, Secretary)
6. **Appointment of Financial Officers:** NC Bank Card Holder, 2nd Bankcard Holder*, Second Signer, Alternate Signer*

GENERAL PUBLIC COMMENT ON NON-AGENDIZED ITEMS

7. **General Public Comment:** Comments from the public on non-agenda items within the Board's jurisdiction. Each speaker will be allowed two (2) minutes, as time permits.

ELECTED OFFICIAL, CITY DEPARTMENT, AND ORGANIZATION ANNOUNCEMENTS

8. **Community/Government Reports & Announcements:** (15 minutes)
 - a. Elected offices representatives.
 - b. Government agencies, including the City of Los Angeles' Department of Neighborhood Empowerment.
 - c. Community Organizations.

PRESENTATION BY THE DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT

9. **Presentation by John Darnell, Neighborhood Empowerment Advocate**
 - a. Required Neighborhood Council board member training.
 - b. Training for Financial Officers and NHWNC financial report.
 - c. Neighborhood Empowerment Advocate role.
 - d. Upcoming orientation sessions for board members hosted by EmpowerLA.

ADMINISTRATIVE MOTIONS

10. Discussion and possible action: Motion to approve the April 15, 2021 Meeting Minutes.
11. Discussion and possible action: Motion to approve the MER (Monthly Expenditure Report) for April 2021.

NEW FINANCIAL MOTIONS

12. Discussion and possible action: Motion to approve an amount not to exceed **\$8000** for the purchase of promotional items for a Community Outreach 'Blitz' when face-to-face contact with NHWNC stakeholders is once again permitted so that we can launch a big outreach campaign to encourage greater community engagement. The vendor most recently used, **Quality Logo Products**, already has our logo in a vector file format for imprinting items so that no new set-up fee will be charged. Items for possible purchase are: 1000 Aluminum Bottle & Can Opener

* Optional Financial Officers

Key Ring @ 64 ¢ each = \$663, 1000 Custom 3-Step Lids (for various sizes of cans) @ 55 ¢ each = \$551, 1000 Quilted Pot Holders @\$2.54 each (item Q49862) = \$2540 – up to 500 each (item Q37865) @ \$ 4.71 each = \$ 2,355 or 1000 (same type) @ \$4.56 each = \$4,560, Custom Reusable Tote Bags 1000 each (item Q22089) @1.46 each = \$1,460, or 1000 each (Q50515) @\$1.94 each = \$1,940. Various combinations would cost from \$3,659 - \$7,714. TBD by Board.

13. Discussion and possible action: Motion to approve an amount not to exceed **\$3000** for production of the Congress of Neighborhood Councils.

14. Discussion and possible action: **Motion to approve an LA Conservation Corps Neighborhood Purpose Grant not to exceed the requested amount of \$5,000.** Funding of this grant is requested to assist with the planting of (##) new street trees to replace some of the trees lost due to the drought (\$3500) in addition to trash pickup & weed abatement in parkways along our busiest and most dangerous streets (\$1500.) Full details are included with NPG Form & Tax Exempt Status Documentation.

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16. Discussion and possible action: **Motion to approve a ‘New Horizons’ Neighborhood Purpose Grant not to exceed, \$5,000 for landscaping of planters located [throughout the New Horizons campus and along property frontage.** Full details are included with NPG Form & Tax Exempt Status Documentation.

17. Discussion and possible action: **Motion to approve a ‘LA Beautification’ Neighborhood Purpose Grant not to exceed, \$5,000 for maintenance of the aforementioned, newly planted Street Trees in NHWNC parkways.** Full details are included with NPG Form & Tax Exempt Status Documentation.

18. Discussion and possible action: **Motion to approve a NHWNC Expenditure of \$4,974.00 for a 20’ one-trip shipping container, for storage of the CERT Staging Area Kit as detailed in item 14, above.** This includes **taxes plus Shipping & Handling.** Full details are included with NPG Form & Tax Exempt Status Documentation.

ANNUAL BUDGET ADJUSTMENT MOTIONS

19. Discussion and possible action: **Motion to approve adjustments to the 2020-2021 NHWNC Budget and Administrative Packet. (See revised Budget & Administrative Packet submitted for Board approval attached)**

20. Motion to adjourn

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Please Do Not Remove Before May 21st, 2021

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Steps to plant a tree in your parkway.

Identity address

CTW's requires Commitment to water for 3 years.

Person at the address in front of the possible tree planting must give permission (CTW-Commitment to Water) and that person or another party has to promise to water for three year. A neighborhood or a BID or similar group can take the responsibility for water if need be.

Request trees through 311 system.

The city will assign a partnering non-profit to inspect the site and validate the site condition and infrastructure and that it meets the City requirements for tree planting. If approved the non-profit will apply for a permit to the City to plant the tree.

The Urban Forestry Dept will send out their inspector to validate the location. If the location meets City's standard, a permit is then issued.

The City inspector selects the tree species, usually based on the environment in the neighborhood. Constituents can have input in the tree species selection. The City inspector makes the final decision.

This process can take up to 4 months.

The non-profit will come back with the planting.

The non-profit will contact the constituent if they would like to participate in the planting.

If a concrete cut is required, that entails a separate permitting process. City Plants program supplies the tree and the labor for tree planting but does not generally have funding for concrete cutting and removal.

Different organization like a Neighborhood Watch, Neighborhood Council, BID, etc. can organize neighborhood plantings. They should begin by identifying places to plant and empty tree wells. There must be a CTW for every location. The organization can sign the CTW for the various addresses which means they will have to water these addresses for 3 years.

The merchant or resident at the designated location has the right to refuse the tree and must be notified in advance of the permitting process.

A neighborhood organization can collect CTW's, submit them to the City, work with the non-profit planting partner and create a neighborhood event so that community members can come out and plant.

The coordinating organization can pay a qualified third party to do the tree care and watering.

Through the LA DWP and City Plant programs, private property "free yard trees" program offer up to 7, 5-gallon trees to shade your property. You can also request a "Tree Giveaway" event in your neighborhood hosted by one of the planting partners. You pre-order online and the host then sets up a curbside distribution in your neighborhood.

Neighborhood Council Funding Program

APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: North Hills West Neighborhood Council

SECTION I- APPLICANT INFORMATION

- 1a) North Valley Caring Services 95-4444561 CA 02/1996
Organization Name **Federal I.D. # (EIN#)** **State of Incorporation** **Date of 501(c)(3) Status (if applicable)**
- 1b) 15453 Rayen Street North Hills CA 91343
Organization Mailing Address **City** **State** **Zip Code**
- 1c)
Business Address (If different) **City** **State** **Zip Code**
- 1d) **PRIMARY CONTACT INFORMATION:**
LAURA RATHBONE 818-534-6059 LRATHBONE@NVCSINC.ORG
Name **Phone** **Email**
- 2) **Type of Organization- Please select one:**
☐ Public School (not to include private schools) **or** ☒ 501(c)(3) Non-Profit (other than religious institutions)
Attach Signed letter on School Letterhead **Attach IRS Determination Letter**
- 3)
Name / Address of Affiliated Organization (if applicable) **City** **State** **Zip Code**

SECTION II - PROJECT DESCRIPTION

- 4) Please describe the purpose and intent of the grant.

When our communities needed us most, North Valley Caring Services answered the call from of Los Angeles City officials and we ramped up our Food distribution programs 1,000% from serving 400 families a week to over 4,000 families a week. As an entrusted organization of San Fernando Valley, NVCS was able to rally a substantial Volunteer force who from day one of the "Stay at Home Order" came together and became essential in our ability to provide food for those in need. We did not simply focus our efforts on "our neighborhood" but we chose instead to support all cities and neighborhoods in SFV. Because we had forklifts, pallet jacks and a large gymnasium, we were able to move over 5 million pounds of food during the pandemic . We have assisted other groups and organizations by receiving pallets from 50 foot trailers and loading them on to smaller trucks that provide food in their own communities. This all done free of charge, incurring expenses and wearing down our equipment. Now is the time that NVCS is asking stakeholders to support NVCS so that we can continue this work throughout the rest of these pandemic as well as difficult times that may arise in the future.

- 5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large.
 (Grants cannot be used as rewards or prizes for individuals)

This grant will be used for the purchase of a new forklift and the maintenance and repair of the equipment that is being used for NVCS's food distribution program.

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Forklift and repair/maintenance of equipment	\$5000	\$40,000
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
☐ No ☒ Yes If Yes, please list names of NCs: Chatsworth, Arleta, Mission Hills, Pacoima, Panorama City, Van Nuys

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) ☐ No ☐ Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$5,000

10a) Start date: 07/01/21 10b) Date Funds Required: 07/01/21 10c) Expected Completion Date: 12/30/21
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?

☒ No ☐ Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

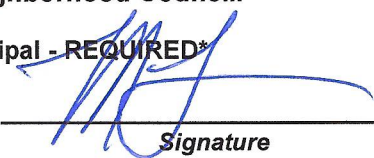
11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?

☐ Yes ☐ No ***(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)**

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

Manuel Flores Executive Director  5/14/21
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

Martha Nava Admin  5/14/21
 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **AUG 20 1996**

NORTH VALLEY CARING SERVICES
C/O VERNA M PORTER
15435 RAYEN ST
NORTH HILLS, CA 91343-5119

Employer Identification Number:
95-4444561

DLN:
17053191761009

Contact Person:
KENNETH B BIBB

ID# 31264

Contact Telephone Number:
(877) 829-5500

Our Letter Dated:
February 1996

Addendum Applies:
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(VI).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



District Director

Letter 1050 (DO/CG)



Quote

Telephone: (714) 262-4205

Date: 4-8-21

E-mail: jeff@containerprosinc.com

Website: www.containerprofessionalsinc.com

Account Name: NHW Neighborhood Council

Phone Number 818-809-9158

E-mail secretary@nhwnc.net

BILL TO:

SHIP TO:

Van Nuys, Ca

Contact:

2nd. Contact:

Container Size	DESCRIPTION	QTY	UNIT PRICE	TOTAL
20ft	One trip (beige)	1	4,200.00	4,200.00
				-
				-
				-
			SUBTOTAL	\$ 4,200.00
Other Comments or Special Instructions			TAX RATE	9.500%
			TAX	\$ 399.00
			S & H	\$ 375.00
			Modify's	\$ -
			TOTAL	\$ 4,974.00

THANK YOU FOR YOUR BUSINESS!

Neighborhood Council Funding Program

APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: North Hills

SECTION I - APPLICANT INFORMATION

- 1a) New Horizons-Serving Individuals With Special Needs 95-1862084 California 11-14-2013
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*
- 1b) 15725 Parthenia Street North Hills CA 91343
Organization Mailing Address *City* *State* *Zip Code*
- 1c) _____
Business Address (If different) *City* *State* *Zip Code*
- 1d) **PRIMARY CONTACT INFORMATION:**
Holly Rasey (818)221-0649 hrasey@newhorizons-sfv.org
Name *Phone* *Email*
- 2) **Type of Organization- Please select one:**
☐ Public School *(not to include private schools)* or ☒ 501(c)(3) Non-Profit *(other than religious institutions)*
Attach Signed letter on School Letterhead **Attach IRS Determination Letter**
- 3) _____
Name / Address of Affiliated Organization (if applicable) *City* *State* *Zip Code*

SECTION II - PROJECT DESCRIPTION

- 4) Please describe the purpose and intent of the grant.

The purpose of the grant is to cover the cost of our Community Improvement and Beautification Project in the North Hills community. The grant would go to the costs of weed-containing ground cover to surround and protect the row of newly planted, flowering trees along the entire public street which has a public sidewalk. The walking areas along the northeast corner of Parthenia Street and Haskell Avenue serve as our property parameters and have a substantial presence along the city block. Additionally, the grant would cover costs

for a part-time worker with a disability to perform the duties of keeping these public areas properly irrigated, clean and safe from random trash, debris, and unwanted graffiti, as well as monitoring the ground coverings, manicured growth, and any signs of needed repairs.

- 5) **How will this grant be used to primarily support or serve a public purpose and benefit the public at-large.**
(Grants cannot be used as rewards or prizes for individuals)

New Horizons is preparing for re-entry onto our campus for our program members, staff, and the public community. While continuing to practice CDC safety guidelines, we are excited to welcome on campus, in-person activity which includes classroom learning, events, and volunteer opportunities. With a renewed sense of safety and reengagement with families, local business owners and workers, we look at our Community Improvement and Beautification Project to demonstrate a responsible way to raise visibility of open businesses and to stimulate local economy. Our project will promote community vibrancy and safety that is sustainable.

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
	Please see attached Budget Summary Page	\$	\$
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

☒ No☐ Yes

If Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) ☒ No ☐ Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 5,000

10a) Start date: 7 / 6 / 2021 10b) Date Funds Required: 7 / 6 / 2021 10c) Expected Completion Date: 7 / 6 / 2022
(After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)**SECTION IV - POTENTIAL CONFLICTS OF INTEREST**

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?

☒ No☐ Yes

If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?

☐ Yes☐ No

*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

John C. Brauer

CEO/President

PRINT Name

Title

Signature

Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

Gregory Buesing

Secretary

PRINT Name

Title

Signature

Date

Digitally signed by:

Greg Buesing

5/12/2021 | 12:09 PM

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form

New Horizons in North Hills - Budget Summary Page

Community Improvement and Beautification Project

Ground Coverings and Supplies	
Gardening Tools	
Personal Protective Equipment/Items	
Safety Equipment/Items/Signs	\$2,400
Part-Time Worker with a disability	
3 hours/week, for 1 year at min. Wage	
July 6, 2021 - July 6, 2022	\$2,600
TOTAL BUDGET	\$5,000

Internal Revenue Service
P.O. Box 2508
Cincinnati, OH 45201

Department of the Treasury

Date: November 14, 2013

Person to Contact:

Mrs. Day #0110209

Toll Free Telephone Number:

877-829-5500

Employer Identification Number:

95-1862084

**NEW HORIZONS: SERVING INDIVIDUALS WITH
SPECIAL NEEDS
15725 PARTHENIA ST
SEPULVEDA CA 91343-4913**

Dear Sir or Madam:

This is in response to your October 31, 2013 request for information regarding your tax-exempt status.

Our records indicate you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in April 1957.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/charities for information regarding filing requirements. Specifically, note that section 6033(j) of the Code automatically revokes the tax-exemption of any organization that fails to satisfy its filing requirement for three consecutive years. The automatic revocation of exemption is effective as of the due date of the third required annual filing or notice. The IRS maintains a list of organizations whose tax-exempt status was automatically revoked at IRS.gov.

If you have any questions, please call the phone number in the heading of this letter.

Sincerely,



Kenneth Corbin
Acting Director,
Exempt Organizations