



LEGALLY REQUIRED OFFICIAL POSTING

PLEASE DO NOT REMOVE UNTIL AFTER BELOW DATE AND TIME

North Hills West Neighborhood Council

Special Joint Budget & Finance Committee and Board Meeting Agenda

Wednesday, February 15, 2023 5:00 PM

Agenda items not completed may carry to next Committee meeting

This Agenda shall be posted 24 Hours prior to Meeting – All Meetings are open to the Public

In conformity with the September 16, 2021, enactment of California Assembly Bill 361 (Rivas) and in furtherance with the Mayor's actions to minimize risk and exposure to the Coronavirus COVID-19, this North Hills West Neighborhood Council Board meeting will be conducted telephonically in a webinar format, and accessible via computer by inputting the webinar ID.

Zoom Meeting online or by telephone:

Please click or copy and paste this link to join the webinar by computer:

<https://zoom.us/j/97936776899>

Dial Toll Free (877) 853-5257 or (833) 548-0282 to join the meeting by phone

then enter this webinar ID #: 979 3677 6899 and press #

You can also go to zoom.us click on join meeting and enter the webinar ID

Every person wishing to address the Board must dial (669) 900-6833 (San Jose) or for Toll-Free dial: (833) 548-0282, 877-853-5257, 888-475-4499, or 833-548-0276 then press # to join the meeting.

If joining by computer use the raise hand function at bottom of screen.

Speakers will be called upon in the order they raised their hand.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS - When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial *9 or use the "Raise Hand" option, to address the Board on any agenda item *before* the Board takes an action on an item. Push *6 to unmute if calling in by phone. 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. Public comment is limited to 1 minute per speaker, unless adjusted by the presiding officer. Alternatively, public comment may also be sent to secretary@nhwnc.net at least two hours prior to the meeting starting time; include in the email Subject Line "Public Comment" and the appropriate agenda item number; every effort will be made to read such comments aloud during consideration of that agenda item within the announced time limits.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting; only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

NOTICE TO PAID REPRESENTATIVES - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

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.

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

ALL AGENDA ITEMS ARE SUBJECT TO DISCUSSION AND POSSIBLE ACTION BY THE BOARD

Call for New Board Member Nominations Three Board Seats are vacant (1 Residential & 2 General.)

We will accept applications for new Board Members until both seats are filled by appointment. This is accomplished as follows: application, nominee statement of qualifications, board discussion, and ultimately – selection by a majority vote. Please submit completed applications to: president@nhwnc.net and secretary@nhwnc.net. Details on all candidate requirements and board member duties are provided on the application form. Please go to: [https://clerk.lacity.org/sites/g/files/wph1491/files/2021-04/ENG_2021_NC_Candidate_Filing_Application_with_Board_Affirmation%20\(1\).pdf](https://clerk.lacity.org/sites/g/files/wph1491/files/2021-04/ENG_2021_NC_Candidate_Filing_Application_with_Board_Affirmation%20(1).pdf)

Committee Members:

Pat Crone, Anita Goldbaum, Garry Fordyce

1. Welcome, Call to Order and Flag Salute.

2. Roll Call, Determination of Quorum, Voting Eligibility Report and call for agenda item(s) recusals.

3. President's Comments, Announcements and Meeting Logistics

NHWNC ELECTION and TIMELINE for Election Day June 10, 2023

<https://clerk.lacity.gov/clerk-services/elections/nc-elections>

Candidate filling opened 2/10/2023. Candidate filling closes 3/28/2023

Vote by mail ballot request opens 4/11/2023. Vote by mail request closes 5/22/2023.

Candidate Information Sessions: 2/18/2023, 3/4/2023 and 3/18/2023

Register here: <https://empowerla.org/elections/>

To be a Board candidate, click the link below to complete the candidate filing application: <https://clerkappse-le.lacity.org/NCElection/login>.

For more candidate resources, including a paper application, click here: → <https://clerk.lacity.gov/clerk-services/elections/nc-elections/how-become-nc-candidate>

4. Elected Officials, Public Agency Speakers, Field Representatives and Public Service Announcements up to three (3) minutes per speaker.

Stakeholders are allotted 1 minute for a question for each Agendized public official who visits.

Questions do not count against public comment time totals. Public Officials who do not give advance notice of their participation in the NHW Neighborhood Council meeting are limited to 1 minute of announcements, which must include their contact information as part of their announcement.

- a. To find your Elected Representatives, City Agencies, Departments and more, click here: <https://neighborhoodinfo.lacity.org>
- b. Additional neighborhood information at: <https://knowyourcommunity.lacity.org>

5. General Public Comment: Each speaker can speak one time for up to one (1) minute.

PLEASE ADVISE IF YOU ARE A REGISTERED / PAID LOBBYIST, THANK YOU.

Comments from the public on *non-agenda items* - within the Board's jurisdiction.

Our scope is limited to City & occasionally County Issues.

6. Board member announcements and comments.

7. Guest Speakers and Informational Presentations (please confirm via email ahead of time before the meeting).

8. Discussion and possible action to approve the October 6, 2022 Committee Meeting Draft Minutes.

<https://www.nhwnc.net/minutes/october-6-2022-budget-finance-committee-draft-minutes/>

9. Discussion and possible action to approve a NPG, Neighborhood Purposes Grant, to Southern California Preparedness Foundation, in support of the CERT class at Mid-Valley Regional Library for 6 consecutive Thursdays from March 2, 2023, from 5-7:30 pm each session. NPG would be used to defray the shared cost of the class completion backpacks, NTE \$2,500.

10. Requests for Future Agenda Items.

Send to President@nhwnc.net a minimum of 10 days before the desired meeting date, with **"AGENDA REQUEST"** in the subject line. Please attach documents, along with sufficient information, and links to support adequate description for discussion.

11. Adjournment.

16. Upcoming events:

Shred Event, Saturday, February 18, 9am - Noon at St Euphrasia 11779 Shoshone, off Rinaldi
Disaster Preparedness Fair, Saturday, February 25, 9am - 3 pm at Pierce College, enter via Victory Bl / Mason
CERT class at Mid-Valley Regional Library starts Thursday March 2nd at 530pm for 6 Thursdays
Public Outreach Event / Proposed Community Improvement Projects presented by CSUN Urban Studies Students. Saturday, March 11th at Mid-Valley Regional Library on Nordoff

Please Note: Time allocations for agenda items are approximate and may be changed at the discretion of the Committee Chair.

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

- You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#)
Other Neighborhood Council agendas, City Dept and Agencies agendas can also be subscribed to

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 us via email at Secretary@nhwnc.net.

RECONSIDERATION PROCESS: Reconsideration of a vote by the Board may be called as a motion by the Board members that voted on the prevailing side of the decision.

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.

PUBLIC ACCESS OF RECORDS: In compliance with 'Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all 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).

In addition, if you would like a copy of any record related to an item on the agenda, please contact Board Secretary at secretary@nhwnc.net by phone 818-903-2259 or mail to NHWNC – PO Box 2091 – North Hills – CA – 91393.

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 6-07-2022 are available during every meeting and online at: [www.http://nhwnc.net](http://nhwnc.net).

In compliance with 'government code section 5497.5, non-exempt writings that are distributed to a majority or all the Board in advance of a meeting are available on our website: [www.http://nhwnc.net](http://nhwnc.net)

For more information about the NHWNC please call – 818-903-2259 – or send mail to P.O. Box 2091 – North Hills CA 91393-2091. Or email to: board@nhwnc.net. We look forward to hearing from you!

Please Do Not Remove This Agenda Before Friday, February 17, 2023

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: _____

SECTION I - APPLICANT INFORMATION

1a) _____
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) _____
Organization Mailing Address *City* *State* *Zip Code*

1c) _____
Business Address (if different) *City* *State* *Zip Code*

1d) **PRIMARY CONTACT INFORMATION:**

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.

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)

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
		\$	\$
		\$	\$
		\$	\$

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: \$ _____

10a) Start date: ____/____/____ 10b) Date Funds Required: ____/____/____ 10c) Expected Completion Date: ____/____/____
(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*

PRINT Name Title Signature Date

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

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



LAFD CERT – NORTH HILLS

STARTING THURSDAY, MARCH 2, 2023 @ 5 PM
MID-VALLEY REGIONAL LIBRARY-- COMMUNITY ROOM
16244 NORDHOFF STREET, NORTH HILLS, CA 91343

DESCRIPTION

INSTRUCTOR:

FIREFIGHTERS TED DEBS AND RANDY OPPERMAN (213) 202-3136

5:00 PM - 7:30 PM

Class 1 --	March 2	(Introduction, Disaster Awareness)
Class 2 --	March 9	(ICS and Disaster Psychology)
Class 3 --	March 16	(Disaster Medical Operations 1)
Class 4 --	March 23	(Disaster Medical Operations 2)
Class 5 --	March 30	(Fire Suppression and Hazardous Materials)
Class 6 & 7 --	April 6	(Light Search and Rescue) (Terrorism & CERT)

YOU MUST ATTEND ALL CLASSES TO RECEIVE A "CERTIFICATE OF COMPLETION"

To Register, go to:

<https://www.eventbrite.com/e/lafd-cert-north-hills-tickets-478494017487?aff=ebdsoporgprofile>

For more information on CERT, please visit: <https://www.cert-la.com/>

For ADA accommodations at the Mid Valley Regional Branch, please call the Los Angeles Public Library, (213) 228-7430, at least 72 hours prior to the event.





SOS SURVIVAL PRODUCTS

15705 Strathern St #11 • Van Nuys, CA 91406

Phone: 800 479-7998 • Fax: 818 909-0360

www.sosproducts.com

PACKING SLIP

R9-009153



Customer #: 5384A

Invoice Date: 01/04/2018

Terms:

PO: KIT CONTENTS

Promised Date:

SHIP TO

SOUTHERN CA PREPAREDNESS

BILL HOPKINS

19300 RINALDI ST UNIT 7333

Northridge, CA 91327

U.S.A.

BILL TO

SOUTHERN CA PREPAREDNESS

BILL HOPKINS

19300 RINALDI ST UNIT 7333

Northridge, CA 91327

U.S.A.

SHIP TO: (818)-835-5384

BILL TO: (818)-835-5384

SKU	Description	Qty
1 2009GHNNC-4	CERT KIT GHNNC #4	1
2 CERT27	CERT Hard Hat GREEN	1
3 CERT245	CERT Vest GREEN Stripes & Pock	1
4 95131B	Large Backpack GREEN	1
5 21217	Safety Goggles ANSI Z87.1	1
6 21206	Leather Palm Gloves, LG	1
7 54313A	** LED Flashlight w/ Batteries	1
8 20852	Lumber Marking Crayon YELLOW	1
9 22410	Whistle w/Lanyard METAL	1
10 2500	Mylar Blanket	1
11 54012	12 Hr Lightstick GREEN	2
12 45700	Hand/Wrist Splint 12" Cardboard	1
13 45800	Triangular Bandage EACH 36x36x51	2
14 43557	4"x 4.1 Yds-Conf. Gauze Roll	2
15 43144	Gauze Pad 4"x4" Sterile EACH	6
16 46434A	Stretch Vinyl Glove LG PAIR	1
17 46525	Ice Pack EACH	1
18 11135	Emergency Poncho	1
19 46248	Antiseptic Wipes EACH	20
20 45751	Cloth Tape 1/2"x 10 Yds	1
21 41011	Flex Wrap 1"x5 yd	1
22 41002	Elastic Bandage 2"x5 yd	1
23 46530A	Hand Warmers PAIR	1
24 28149E	N95 Valved Respirator Mask EACH	2
	Screen Printing	

Control Total: 52

OPEN SHIPMENT IMMEDIATELY - DISCREPANCIES
MUST BE REPORTED WITHIN 15 DAYS OF INVOICE
DATE

SALESPERSON: JEFF

jeff@sosproducts.com

Page: 1 of 1

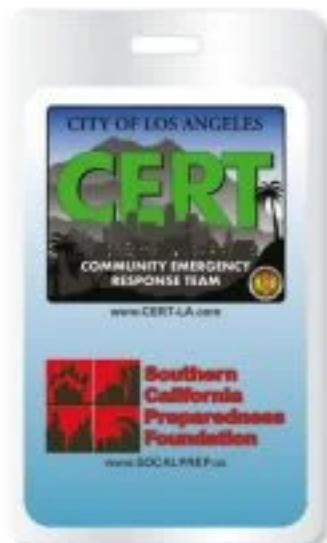
LUGGAGE TAG LAM

arnett
INNOVATIVE SECURITY CREDENTIALS

arnettltd.com
info@arnettcredentials.com

JOB #: 30348

PROOF: 1



QTY: 100

Lam Front
Insert Size: 3.35" x 3.5"
Designation: NHIWNC Pass
Variable Data: None



Lam Back

TERMS & CONDITIONS

PLEASE READ CAREFULLY

By replying via email, your approval assumes your responsibility and agreement that the order and artwork are correct as you have specified. We are not responsible for any spelling or quantity errors approved by the client, regardless of where the error originated. Due to the differences in computer monitors, the colors displayed in this proof are only to be used as guides.

Once we receive this email approval, production will begin on your order. Please be sure that the order quantities, specs, and artwork are correct. Your order will not be processed without your email approval. If this order is changed after approval, you will be responsible for all costs incurred for merchandise already completed.

Prompt email reply of proof will help avoid delays in completion of your project.

WHAT NEXT?



REPLY TO ORIGINATING EMAIL WITH
YOUR APPROVAL
OR
CHANGES TO THE ARTWORK
AND/OR SPECIFICATIONS

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

DEPARTMENT OF THE TREASURY

Date: JAN 21 2015

SOUTHERN CALIFORNIA PREPAREDNESS
FOUNDATION
19300 RINALDI ST UNIT 7333
NORTHRIDGE, CA 91327-8818

Employer Identification Number:
47-2811120
DIN:
26053420004015
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
December 29, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

**City of Los Angeles
Office of the City Clerk
Neighborhood Council Funding Program**

Neighborhood Purposes Grants

Neighborhood Purposes Grants (NPGs) provide NCs opportunities to develop partnerships with local 501(c)(3) nonprofits and public schools to build community and enhance neighborhoods in the City of Los Angeles. Projects and activities supported by NPGs vary widely and can include, but are not limited to:

- The Arts
- Beautification
- Community Support
- Education
- Community Improvements

NPG-funded projects and activities must be for a **public benefit** and purpose, **open**, **accessible**, and **free of charge** to stakeholders.

Grants approved by NCs exceeding \$5,000 involve further review and possible City contract by the Office of the City Clerk.

Visit the NC Funding Program website page on NPGs ([click here](#)) to find out more details about how 501(c)(3) nonprofits and public schools serving NC areas can apply. There are two NPG Information Packets; One for prospective applicants to help guide them in the application process, and one for NC board members outlining considerations and factors to keep in mind while evaluating NPG requests.

A “Project Completion Report” template is also provided to help ensure accountability in the use of Grant funds and help demonstrate how NCs and their partners are supporting L.A. communities and stakeholders. NCs and NPG recipients are strongly encouraged to work together to complete and submit the Report at the conclusion of the project.

Any questions you may have with the NPG process, please contact us at the NC Funding Program:

- Clerk.NCFunding@lacity.org
- (213) 978-1058

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: _____

SECTION I - APPLICANT INFORMATION

1a)

Organization Name
Federal I.D. # (EIN#)
State of Incorporation
Date of 501(c)(3) Status (if applicable)

1b)

Organization Mailing Address
City
State
Zip Code

1c)

Business Address (If different)
City
State
Zip Code

1d) PRIMARY CONTACT INFORMATION:

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.

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)

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
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		\$	\$
		\$	\$

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: \$ _____

10a) Start date: ____/____/____ 10b) Date Funds Required: ____/____/____ 10c) Expected Completion Date: ____/____/____
(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*

_____	_____	_____	_____
<i>PRINT Name</i>	<i>Title</i>	<i>Signature</i>	<i>Date</i>

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

_____	_____	_____	_____
<i>PRINT Name</i>	<i>Title</i>	<i>Signature</i>	<i>Date</i>

* 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