

CITY OF LOS ANGELES
CALIFORNIA



200 N. Spring Street
Los Angeles, CA 90012

Email: NCsupport@lacity.org
Website: www.empowerla.org

**Ad-Hoc Budget & Finance
Committee Members**

Corinne Ho- Chair

Committee Members

Anna Measles

Douglas Jackman-Stakeholder

**CANOGA PARK
NEIGHBORHOOD
COUNCIL**

Special Ad-Hoc Budget & Finance Committee Meeting Agenda
Thursday, August 21st , 10:00 AM

In-Person Meeting

**7248 Owensmouth Ave.
Canoga Park, CA 91303**

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Mireira Moran, Secretaria por correo electrónico Mireiramoran@canogaparknc.org par avisar al Concejo Vecinal.

Comments from the public on other matters not appearing on the agenda that 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 3 minutes per speaker, unless adjusted by the presiding officer of the Board.

I. CALL TO ORDER, Welcome and Chair comments – Corinne Ho

- a. June 2025 MER & July 2025 MER not submitted to City Clerk
- b. Status of CPNC Funds & Payment requests

II. ROLL CALL

III. GENERAL PUBLIC COMMENT: Comments from the public on other matters not appearing on the agenda that are within the Committee's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Committee 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 Committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the Chair of the Committee.

IV. Review of Quorum of the Committee & Voting Rules

V. Discussion and possible action to approve Minutes, July 17th 2025 at next B&F committee meeting. .

VI. Discussion and possible action to approve

- a. June 2025 Monthly Expenditure Report
- b. July 2025 Monthly Expenditure Report (could not be generated from the portal as of August 20th at 7:00 pm. Portal indicated error message)

VII. NEW BUSINESS

- a. **Discussion and possible action to create** CPNC processes to receive Neighborhood Purposes Grants (NPGs) from applicants. The process will establish methods and criteria to ensure compliance with City Clerk's rules and to ensure an equitable distribution of the NPGs funds to the Canoga Park Community. The final recommendations will be considered and voted on by the General Board.
- b. **Discussion and possible action to create** Goal & Missions of the CPNC Budget & Finance Committee. The final document will be considered and voted on by the General Board.

VIII. Introduce new items for consideration at the next B&F Committee meeting.

IX. Identify Date for the August B&F Committee meeting.

X. Supporting Documentations:

- June 2025 Monthly Expenditure Report (MER)
- July 2025 Monthly Expenditure Report (MER)

ADJOURNMENT

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, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

Public Posting of Agendas -

Neighborhood Council agendas are posted for public review as follows:

- Canoga Park Community Center 7248 Owensmouth Avenue. Canoga Park 91303
- www.CanogaparkNC.org
- You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#)

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

Public Access of Records -

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 a meeting may be viewed at Canoga Park Community Center, 7248 Owensmouth Avenue, Canoga Park 91303, at our website: www.Canogaparknc.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Mireira Moran, Secretary, at mireiramoran@canogaparknc.org

Reconsideration and Grievance Process -

For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website www.Canogaparknc.org

Monthly Expenditure Report



Reporting Month: June 2025

Budget Fiscal Year: 2024-2025

NC Name: Canoga Park
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$20500.85	\$12737.73	\$7763.12	\$4540.00	\$0.00	\$3223.12

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$17515.66	\$1237.73	\$716.83	\$0.00	\$-283.17
Outreach		\$0.00		\$1000.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$15115.56	\$11500.00	\$-12400.44	\$3540.00	\$-15940.44
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$31577.10	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE CANOGAPA	06/01/2025	Discussion and possible action to approve the CPNC Administrative Packet for FY 2024-2025.	General Operations Expenditure	Office	\$183.46
2	OFFICE DEPOT #661	06/17/2025	Printing of Agenda, Supporting documents & One Scotch Tape dispenser to physically post agendas at the Canoga Park Community Center.	General Operations Expenditure	Office	\$57.05
3	City of Los Angeles Dept. of Neighborhood Empowerment	05/28/2025	VI.g Discussion and possible action to approve \$130.00 for one (1) Canva Pro license in contract with EmpowerLA. For FY 2025-26. The Canva Pro license gives CPNC access to the s...	General Operations Expenditure	Office	\$100.00
4	City of Los Angeles - Department of Neighborhood Empowerment	05/29/2025	Discussion and Possible Action: payment for 2 Zoom licenses for 2024-2025 fiscal year for \$387.48. • Commodity Code 4316: Software-Zoom Enterprise Host-\$281.14 • ...	General Operations Expenditure	Office	\$387.48
5	City of Los Angeles - Department of Neighborhood Empowerment	06/03/2025	Discussion and possible action to approve up to \$200.00 for the renewal of one (1) Zoom license for Fiscal year 2025-2026 . Funds category: Office/Operational	General Operations Expenditure	Office	\$193.74

6	Canoga Park Community Center	06/03/2025	Payment for the April 2025 meeting location at the Canoga Park Community Center.	General Operations Expenditure	Office	\$166.00
7	Clinica Monsenor Oscar A. Romero	06/03/2025	Discussion and possible action to approve up to \$2,500.00 for a Neighborhood Purposes Grant (NPG) application for Clinica Monsenor Oscar A. Romero. Funds will be used to support...	Neighborhood Purpose Grants		\$2500.00
8	Canoga Park Senior Citizens' Club	06/03/2025	Discussion and possible action to approve up to \$4,000.00 for a Neighborhood Purposes Grant (NPG) application for the Canoga Park Senior Citizens' Club. Funds will be used...	Neighborhood Purpose Grants		\$4000.00
9	Family Rescue Center	06/13/2025	Discussion and possible action to approve up to \$5,000 for a Neighborhood Purpose Grant (NPG) application for the Family Rescue Center. Funds will be used to support k to 5, Middle and ...	Neighborhood Purpose Grants		\$5000.00
10	Concept to Web	06/03/2025	Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management April 2025	General Operations Expenditure	Office	\$150.00
Subtotal:						\$12737.73

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Sherwood Forestry Service, INC DBA Watch Duty	04/09/2025	Discussion and possible motion to approve \$13,000.00 to provide funding to the following known, established and City approved non-profit organizations that are providing support and disas...	General Operations Expenditure	Outreach	\$1000.00
2	21st Area Booster, Inc.	06/05/2025	Discussion and possible action to approve up to \$3,540.00 for a Neighborhood Purposes Grant (NPG) application for the Topanga Area Police Foundation. Funds will be used to suppo...	Neighborhood Purpose Grants		\$3540.00
Subtotal: Outstanding						\$4540.00

Office DEPOT OfficeMax[®]

WOODLAND HILLS - (818) 716-7770
06/17/2025 4:37 PM



EV2VTP35PA436MX8W8

SALE	661-5-8305-760801-24.8.1	
166955 BWDS Letter		
10 @ 0.24	2.40	
You Pay	2.40SS	
166955 BWDS Letter		
10 @ 0.24	2.40	
You Pay	2.40SS	
1887985 PKG Tape Dispe		11.49 SS
Subtotal:	16.29	
Sales and Use Tax	1.59	

Order Management Invoice # 4288558280019
Approval Code: 400793

114318 JDA CMILL ORDE	43.43 E
Total:	61.31
Rewards Cert 0236:	4.26
MasterCard 6189:	57.05

AUTH CODE 046864
TDS Contactless
AID A000000041010 MASTERCARD
TVR 0000008001
CVS No Signature Required

CORINNE HO 57****589

Please create your online rewards
account at officedepot.com/rewards.
You must complete your account to
claim your rewards and view your
status.

Shop online at www.officedepot.com

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Visit survey.officedepot.com
and enter the survey code below
Z74W VW6C CR17
or scan the below QR code





Invoice

Invoice number: 5266813195

Google LLC
1600 Amphitheatre Pkwy
Mountain View, CA 94043
United States
Federal Tax ID: 77-0493581

Bill to

Aaron DeVandry
Canoga Park Neighborhood Council
18403 W Vogel Ave
Waddell, AZ 85355
United States

Details

Invoice number5266813195
Invoice dateMay 31, 2025
Billing ID2423-1721-5696
Domain namecanogaparknc.org

Google Workspace

Total in USD **\$183.46**

Summary for May 1, 2025 - May 31, 2025

Subtotal in USD	\$168.00
State sales tax (5.6%)	\$9.41
Local sales tax (3.6%)	\$6.05
Total in USD	\$183.46

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
Google Workspace Business Starter	Usage	May 1 - May 31	20	168.00
Subtotal in USD				\$168.00
State sales tax (5.6%)				\$9.41
Local sales tax (3.6%)				\$6.05
Total in USD				\$183.46

Need help understanding the charges on your invoice? [Click here for detailed explanations](https://support.google.com/a?p=gsuite-bills-and-charges)

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CITY OF LOS ANGELES

BOARD OF NEIGHBORHOOD COMMISSIONERS

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PRESIDENT

LEONARD SHAFFER
VICE PRESIDENT

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MAGGIE QUIROZ
KEREN WATERS
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Email: commission@empowerla.org

CALIFORNIA



KAREN BASS
MAYOR

NEIGHBORHOOD COUNCILS
EMPOWER LA
Department of
NEIGHBORHOOD EMPOWERMENT

20th FLOOR, CITY HALL
200 NORTH SPRING STREET
LOS ANGELES, CA 90012

TELEPHONE (213) 978-1551
TOLL-FREE 3-1-1
FAX: (213) 978-1751
E-MAIL: EmpowerLA@lacity.org

CARMEN CHANG
GENERAL MANAGER

ERICK MUÑOZ
COMMISSION EXECUTIVE ASSISTANT

www.EmpowerLA.org

BILL TO: Canoga Park Neighborhood Council

INVOICE #25-C004

Address:

Canoga Park Community Center
7248 Owensmouth Ave.
Canoga Park, CA 91303

DATE: May 20th, 2025

President: Ray Cole **Email:** raycole@canogaparknc.org

Treasurer: Edward Barkett **Email:** edwardbarkett@canogaparknc.org

DUE DATE: May 23rd, 2025

Qty	Item Description	Unit Price	Amount
1.00	Canva Licenses Start Date 06/18/2025 End Date: 06/17/2026	\$100.00	\$100.00
Total Cost			\$100.00

Please make Checks Payable to:

City of Los Angeles - Department of Neighborhood Empowerment

200 N. Spring Street, Suite 2005

Los Angeles, CA 90012

CITY OF LOS ANGELES

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CALIFORNIA



KAREN BASS
MAYOR



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LOS ANGELES, CA 90012

TELEPHONE (213) 978-1551
TOLL-FREE 3-1-1
FAX: (213) 978-1751
E-MAIL: EmpowerLA@lacity.org

VANESSA SERRANO
INTERIM GENERAL MANAGER

ERICK MUÑOZ
COMMISSION EXECUTIVE ASSISTANT

www.EmpowerLA.org

BILL TO: Canoga Park Neighborhood Council

INVOICE # 25-008

Address: Canoga Park Community Center

7248 Owensmouth Ave

Canoga Park, CA 91303

Email: LeonelFuentes@CanogaParkNC.org

DATE: April 25, 2024

DUE DATE: Upon Received

Quantity	Item Description	Unit Price	Amount
2.00	Commodity Code 4316: Software-Zoom Enterprise host 05062024-05052025	\$140.57	\$281.14
2.00	Commodity Code 4316: Software-Zoom Audio 05062024-05052025	\$53.17	\$106.34
Total Cost			\$387.48

Please make Checks Payable to:

City of Los Angeles - Department of Neighborhood Empowerment

200 N. Spring Street, Suite 2005

Los Angeles, CA 90012

CITY OF LOS ANGELES

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Email: commission@empowerla.org

CALIFORNIA



KAREN BASS
MAYOR

NEIGHBORHOOD COUNCILS **EMPOWER LA** Department of NEIGHBORHOOD EMPOWERMENT

20th FLOOR, CITY HALL
200 NORTH SPRING STREET
LOS ANGELES, CA 90012

TELEPHONE (213) 978-1551
TOLL-FREE 3-1-1
FAX: (213) 978-1751
E-MAIL: EmpowerLA@lacity.org

VANESSA SERRANO
INTERIM GENERAL MANAGER

ERICK MUÑOZ
COMMISSION EXECUTIVE ASSISTANT

www.EmpowerLA.org

DATE: May 14, 2025

ZOOM LICENSE REIMBURSEMENTS FOR 2025-2026 Canoga Park Neighborhood Council

INVOICE # 26-007

7248 Owensmouth Ave, Canoga Park, California 91303

Ray Cole, President, raycole@canogaparknc.org

DUE DATE: May 23, 2025

Qty	Item Description	Unit Price	Amount
1.00	Commodity Code 4316: Software-Zoom Enterprise. Start date 05/06/2025 End date: 05/05/2026	\$140.57	\$140.57
1.00	Commodity Code 4316: Software-Zoom Audio Start date 05/06/2025 End date: 05/05/2026	\$53.17	\$53.17
Total Cost			\$193.74

Please make Checks Payable to:

City of Los Angeles - Department of Neighborhood Empowerment

200 N. Spring Street, Suite 2005

Los Angeles, CA 90012

Canoga Park Community Center
7248 Owensmouth Ave Canoga
Park, CA 91303

Invoice

BILL TO
Canoga Park Neighborhood Council 7248 Owensmouth Ave. Canoga Park, CA 91303

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
CPCC B010	3 May 2025	\$166.00	23 May 2025	N/A	N/A

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
3 May 2025	Monthly Support to CPNC Mtgs & Activities for the month of April 2025	Utilities, Storage, Office Space & Meetings at Community Center	1	166.00	166.00

BALANCE DUE

\$166.00



OFFICE OF THE CITY CLERK
NEIGHBORHOOD COUNCIL FUNDING PROGRAM



NEIGHBORHOOD PURPOSES GRANTS - APPLICANT INSTRUCTIONS

Dear Prospective Applicants:

The Neighborhood Purposes Grant (NPG) process provides Neighborhood Councils with greater opportunity to benefit their communities while supporting and building partnerships with local organizations such as yours. Eligible organizations include 501(c)(3) non-profits as well as public schools. (Please note that grants cannot be issued to religious organizations or to private schools.)

Is your Neighborhood Council in good standing with the Funding Program?

Only Neighborhood Councils in good standing with the Funding Program will be eligible to participate in the NPG process. Good standing is interpreted to mean the following:

- Neighborhood Council must have a current Fiscal Year budget on file with the Funding Program;
- Neighborhood Council cannot be delinquent with its Monthly Expenditure Reports submissions to the Funding Program (please refer to the Funding Program Policies and Procedures for more information); and
- Neighborhood Council must have an eligible Treasurer and 2nd Signer in the Board.

Does it Benefit the Community?

Any grant issued by a Neighborhood Council must be for a public purpose: in short, how will the grant help the community? Please refer to document entitled, "*What is a Public Benefit*" of the application for Neighborhood Purposes Grant for more information.

Conflict of Interest Laws Apply

The State and local conflict of interest laws that currently apply to the Neighborhood Council Funding Program also apply in the consideration of Neighborhood Purposes Grant requests.

At a minimum, board members must recuse themselves from a vote to approve a grant should there be a conflict due to an affiliation with an applicant organization. There should be full disclosure and transparency. Please refer to the document entitled, "*State and City Conflicts of Interest Laws for Neighborhood Councils*" of the application for Neighborhood Purposes Grant and/or the Neighborhood Council's Field Project Coordinator for more information.

Application Process

The following is required from all organizations/entities seeking a NPG from a Neighborhood Council:

- NPG Application**, completed and signed
- Project Budget** on a separate sheet if space provided in application form is not sufficient
- Non-Profits 501(c)(3)**
 - Submit: IRS Letter of Determination
- Public Schools**
 - Submit: Letter on official school letterhead, signed by school Principal

Applicants must submit the above-mentioned items to the respective Neighborhood Council for consideration. The Neighborhood Council will evaluate all grant applications in a Brown Act public meeting, deciding whether to approve the proposed grant. If the application is approved, it must then be forwarded to the Funding Program within 45 days of approval. Board-approved applications submitted to Funding Program after 45 days will not be accepted for processing and the Board would need to place the application on a Board meeting agenda again for reconsideration. Once approved, if all documents are in compliance, the Funding Program will process a check to the grant recipient.

Grants Up to \$5,000.00

Through the Neighborhood Purposes Grant, Neighborhood Councils have the legal authority to issue grants of public funds in amounts up to \$5,000.00 without a written contract.

Grants over \$5,000.00

Grants for amounts \$5,000.01 and over will require further review for City contract considerations in coordination with the Office of the City Clerk so as to meet City contracting standards. Neighborhood Councils *do not have the legal authority* to enter into unilateral contracts.

Project Completion Follow Up

Applicants are requested to provide a Project Completion Report (available online) at the conclusion of the proposed project funded by the grant.

Apply Now!

If you meet the criteria as explained above, fill out the NPG application and submit it to your local Neighborhood Council.

If you have any questions please contact the Office of the City Clerk, Neighborhood Council Funding Program at (213) 978-1058 or toll free at 3-1-1 or by email at clerk.ncfunding@lacity.org

OFFICE OF THE CITY CLERK
NEIGHBORHOOD COUNCIL FUNDING PROGRAM

NEIGHBORHOOD PURPOSES GRANT - WHAT IS A PUBLIC BENEFIT?

A Neighborhood Purposes Grant (NPG) must provide a demonstrable benefit to the community. An NPG activity should build community, enhance the neighborhood, and be open, accessible, and free to the general public. Projects may encompass a wide range and can include, but are not limited to:

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

The Office of the City Clerk, Neighborhood Council Funding Program has the final discretion to determine whether or not the proposed project can be funded per applicable City standards

A project may be submitted that is part of a larger project, but if so, consider carefully whether it can be completed independently of the larger project and regardless of whether other funding needs to be secured.

Considerations:

- The **budget** is realistic and supported with documentation
- The organization or individual is **capable** of completing the project
- The **work plan** is detailed, specific, and feasible
- The project is **supported** by the community
- The **number** of stakeholders that will benefit from this project
- The project implementation process will **build community**
- The complete project will **enhance the community**

- **Credibility.** Does your organization know what it wants to accomplish? What evidence proves that the organization is currently achieving its goals? What kind of reputation does the group enjoy within the community and beyond?

- **Capability.** What skills does the organization's staff and/or board bring to the project? Are they relevant to the project's aims? Has your organization succeeded in similar endeavors of equal size and scale to what you are now proposing?

- **Feasibility.** The Neighborhood Council must determine whether the proposal is advancing a worthwhile project built upon a good idea that can be successfully implemented. Is the budget allocated sufficiently to execute the various tasks and strategies described in the proposal?

- **Importance.** Should it be done? Is the project significant? Is there evidence that the proposal will trigger action or work that the community wants? Will it make a difference in the community it purports to aid or resolve the issue it addresses?

Factors to Consider

- Is this a capital improvement project?
 - It should be on public property within the Neighborhood Council's boundaries or provides a demonstrable benefit to its stakeholders, within the City boundaries.
 - There must be coordination with appropriate agencies to secure required additional documentation such as permits, authorizations, or agreements, if deemed necessary (i.e., Cultural Affairs, Dept. of Transportation, Street Services, Rec & Parks, public schools, etc.).
- Is this for program services (i.e. after school program, graffiti removal, etc.)?
 - The applicant must create a fair selection process to establish participants
- Is this for equipment and supplies?
 - Purchases for schools or 501(c)(3) organizations need to ultimately benefit the local community
- Is this for an event?
 - Events must be open, accessible, free of charge, and advertised to the general public
 - Discuss appropriate liability issues
- Are there issues of potential conflict of interest that need to be addressed?
 - If any issues may exist or are perceived, it is strongly advised that Board Members affected consult with the Office of the City Attorney before action is taken on the grant request.

**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: **Council District 3 - Bob Blumenfield**

SECTION I - APPLICANT INFORMATION

1a) Clínica Monseñor Oscar A. Romero 95-3881333 CA April 11, 2001
Organization Name **Federal I.D. # (EIN#)** **State of Incorporation** **Date of 501(c)(3) Status (if applicable)**

1b) 123 S. Alvarado St. Los Angeles CA 90057
Organization Mailing Address **City** **State** **Zip Code**

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

1d) **PRIMARY CONTACT INFORMATION:**

Carlos Vaquerano (213) 989-7700 cvaquerano@clinicaromero.com
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 this funding is to support Clínica Monseñor Oscar A. Romero’s regional baby shower events. Specifically, this funding will go towards two events at the Canoga Park clinic (expected dates of May 28th and June 25th), located in CD 3. These events promote maternal health, strengthen community ties, and connect expecting mothers to essential prenatal resources. Each event serves approximately 25 to 30 pregnant patients and includes food, educational programming, and personalized care packages. Mom items included in the care packages include delivery bags with personal care products, maternity clothing, baby accessories, and Clínica Romero’s signature “Miel” honey jars, a highly popular and culturally meaningful gift among patients. These events also provide attendees with access to enrollment, nutrition, and early literacy resources and services. Grant funding will help sustain these high-demand events by covering the cost of supplies, food, and outreach, thereby reinforcing the clinic’s commitment to health equity and maternal well-being.

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 support Clínica Romero’s regional baby shower events, which provide essential health education, prenatal resources, and material support to low-income and immigrant women. These patients frequently face significant barriers to accessing care, including language obstacles, lack of transportation, and limited financial resources. As a result, many go without basic items needed for a healthy pregnancy and delivery, as well as accurate, culturally appropriate health information. The baby shower events are structured to address these gaps directly by offering access to navigator, WIC, and early literacy services. The events are free and open to the public, serving approximately 25 to 30 participants per gathering. By combining clinics into one regional event and offering transportation when needed, the program ensures access for patients who might otherwise be unable to attend. Grant funds will be used to provide food, maternity and infant care packages, and educational materials that reinforce the importance of prenatal care. For many attendees, these events represent one of the few opportunities to receive such resources in a supportive and accessible setting. In doing so, the program strengthens maternal health outcomes and builds long-term trust between vulnerable communities and the health system.

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
	Food & Refreshments	\$ 1500	\$ 1500
	Care Packages	\$ 2500	\$ 2500
	Event Supplies & Outreach Materials	\$ 1000	\$ 1000

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: **\$ 5000**

10a) Start date: 05 / 28 / 25 10b) Date Funds Required: 05 / 28 / 25 10c) Expected Completion Date: 06 / 28 / 25
 (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*

Carlos Vaquerano President & CEO  05/07/2025
 PRINT Name Title Signature Date

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

Sara Gore Executive Assistant  05/07/2025
 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



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0752235477
July 27, 2023 LTR 4168C 0
95-3881333 000000 00

00058181

BODC: TE

CLINICA MSR OSCAR A ROMERO
2032 MARENGO ST
LOS ANGELES CA 90033-1319

Employer ID number: 95-3881333
Form 990 required: Yes

Dear Taxpayer:

We're responding to your request dated July 18, 2023, about your tax-exempt status.

We issued you a determination letter in April 1984, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m.,

037576

0752235477

July 27, 2023 LTR 4168C 0

95-3881333 000000 00

00058182

CLINICA MSR OSCAR A ROMERO
2032 MARENGO ST
LOS ANGELES CA 90033-1319

local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely yours,

Sheralyn C. Hanks

Sheralyn C. Hanks
Ops. Manager, AM Ops. 3005

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: Canoga Park Neighborhood Council

SECTION I - APPLICANT INFORMATION

1a) Canoga Park Senior Citizens' Club 80-0653543 California 1/5/17
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) 7326 Jordan Ave Canoga Park CA 91303
Organization Mailing Address *City* *State* *Zip Code*

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

1d) **PRIMARY CONTACT INFORMATION:**
Lorry Reeves 818-340-2633 LR5655@att.net
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.

Your generosity will help fund enriching musical performances, holiday events, and local travel excursions for seniors in our community.

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)

The grant will support the Canoga Park Senior Citizens' Center in providing musical performances, holiday events, holiday supplies, and trip transportation for seniors in our community. The events are open to seniors and offer those an opportunity to socialize, dance, celebrate, travel locally (LA Zoo, Getty), and meet new persons in Canoga Park and surrounding areas. Participation in these events will also offer the Canoga Park Neighborhood Council an opportunity to showcase their organization and it's commitment to support our seniors.

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
	Tony Jones and Friends; Bob Ryemon; Transportation	\$ 4,000.00	\$ 4,800.00
		\$	\$
		\$	\$

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: \$ 4,000.00

10a) Start date: 05 / 01 / 25 10b) Date Funds Required: 05 / 30 / 25 10c) Expected Completion Date: 06 / 30 / 25
 (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*

Lorry Reeves President *Lorry Reeves* 4/25/25
 PRINT Name Title Signature Date

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

Rosalie Rhodes Secretary *Rosalie S. Rhodes* 4/25/25
 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
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: FEB 02 2017

CANOGA PARK SENIOR CITIZENS CLUB
7326 JORDAN AVENUE
CANOGA PARK, CA 91303-0000

Employer Identification Number:
80-0653543
DLN:
26053409001847
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Form 990-PF Required:
Yes
Effective Date of Exemption:
January 5, 2017
Addendum Applies:
Yes

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 private foundation within the meaning of Section 509(a).

You're required to file Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation, annually, whether or not you have income or activity during the year. 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-PF" in the search bar to view Publication 4221-PF, Compliance Guide for 501(c)(3) Private Foundations, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 1076

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: Canoga Park

SECTION I - APPLICANT INFORMATION

1a) Family Rescue Center 33-1018720 CA 2003
 Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)

1b) 22103 Vanowen Street Canoga Park CA 91303
 Organization Mailing Address City State Zip Code

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

1d) PRIMARY CONTACT INFORMATION:
LISA Glenn EXECUTIVE DIRECTOR 818-429-1988 (cell) 818-884-7587 EXECUTIVEDIRECTOR@RESCATEFAMILYCENTER.ORG.
 Name Phone Email

2) Type of Organization- Please select one:
 Public School (not to include private schools) Attach Signed letter on School Letterhead or 501(c)(3) Non-Profit (other than religious institutions) 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.
see attached addendum A

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)
see attached addendum A

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: \$ 5,000

10a) Start date: 6/1/25 10b) Date Funds Required: 6/10/25 10c) Expected Completion Date: 6/15/25
 (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?
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12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*
Lisa Glenn EXECUTIVE DIRECTOR Lisa Glenn 5-7-25
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*
Chris McCherney Secretary Chris McCherney 5-25-25
 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

Addendum A to Neighborhood Purposes Grant

Purpose and Intent of the Grant Section II, Question (4)

The purpose of this grant is to provide essential educational tools, specifically calculators and backpacks, to students living in poverty. We currently serve 467 middle and high school students and 324 students in Grades K-5. Many students face financial barriers that hinder their ability to access basic learning supplies, which can significantly impact their academic performance and long-term educational success. This grant aims to address this gap by ensuring that every student, regardless of their economic background, has the tools needed to fully engage in their education and reach their academic potential.

Key Objectives:

- **Promote Educational Equity:** Equip students from low-income families with high-quality calculators and durable backpacks to reduce disparities in learning resources.
- **Enhance Academic Performance:** Provide essential tools that support math and science learning, critical thinking, and problem-solving skills.
- **Boost Student Confidence and Engagement:** Foster a sense of preparedness and belonging by ensuring students have the necessary supplies to participate fully in the classroom.
- **Support Long-Term Success:** Help students build the foundational skills needed for future academic achievement and career readiness.

By investing in these essential supplies, this grant seeks to create a more equitable learning environment, improve academic outcomes, and support the long-term success of students facing economic hardship.

Neighborhood Purposes Grant – Canoga Park
Project Budget: Calculators and Backpacks – Family Rescue Center

Expense Category	Details	Unit Cost	Quantity	Total Cost
Calculators	Basic scientific or graphing calculators - Amazon	\$69.99 for 24 pack	20	\$1399.80
Backpacks	Durable, multi-pocket backpacks – 19in Dome Bungee-Wholesale backpacks	\$6.00	480	\$2880.00
Sub Total				\$4279.80
Tax	9.75%			\$417.28
Shipping and Handling				\$302.92
Total Estimated Cost				\$5000.00



Aaron DeVandry - Concept To Web
818-613-8261
18403 West Vogel Avenue
Waddell, AZ 85355

Billed To
Corinne Ho
Canoga Park Neighborhood Council
c/o Canoga Park Community Center
7248 Owensmouth Avenue
Canoga Park, CA 91303

Date of Issue
03/31/2025
Due Date
04/30/2025

Invoice Number
CPNC-132

Amount Due (USD)
\$150.00

Description	Rate	Qty	Line Total
Web Hosting, Maintenance, SEO, Content Creation, and Social Media Management April 2025	\$150.00	1	\$150.00

Subtotal 150.00
Tax 0.00

Total 150.00
Amount Paid 0.00

Amount Due (USD) \$150.00

Notes

Please pay at your earliest convenience. You are welcome to pay with a credit or debit card, as the link is on the invoice.

Please make any check payments out to "Aaron DeVandry - Concept To Web" and list the invoice # on the check. Thank you, CPNC!

-Aaron

