

# Monthly Expenditure Report



Reporting Month: October 2022

Budget Fiscal Year: 2022-2023

NC Name: Northridge West  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$25985.49	\$2048.96	\$23936.53	\$589.60	\$0.00	\$23346.93

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$19000.00	\$340.30	\$13936.53	\$589.60	\$13346.93
Outreach		\$1208.66		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$4000.00	\$0.00	\$4000.00	\$0.00	\$4000.00
Neighborhood Purpose Grants	\$9000.00	\$500.00	\$6000.00	\$0.00	\$6000.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$6014.51	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOLDEN STATE STORAGE	10/02/2022	Monthly Storage Fee Motion to approve Budget and Admin Packet for 2022-2023 Fiscal Year.	General Operations Expenditure	Office	\$135.50
2	PAYPAL ALLAMERICAN	10/03/2022	Motion to increase spending on NWNC's Ice Cream Social and Oakridge Estate Historic Site Dedication event 9/17/2022, from \$2,000 to \$3,000	General Operations Expenditure	Outreach	\$1208.66
3	APPLEONE EMPLOYMENT SERVICES	10/06/2022	Board Meeting note taking and reporting. Motion to approve Budget and Admin Packet for 2022-2023 Fiscal Year.	General Operations Expenditure	Office	\$204.80
4	Friends of West Los Angeles	09/21/2022	Motion to fund up to \$500 for NPG from Friends of West Los Angeles for costs related to Annual Greater Los Angeles Safety and Preparedness Fair, Sunday, 11/13/2022 at Green Lot ...	Neighborhood Purpose Grants		\$500.00
<b>Subtotal:</b>						<b>\$2048.96</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	KRISTINA J. SMITH / THE MAIL ROOM	10/20/2022	Monthly Web Services for Aug 2022	General Operations Expenditure	Office	\$250.00

2	Kristina Smith DBA The Mailroom	10/20/2022	Monthly Web Services for Sep 2022	General Operations Expenditure	Office	\$250.00
3	APPLEONE EMPLOYMENT SERVICES	11/04/2022	minute taking and reporting at September board meeting. Motion to approve Budget and Admin Packet for 2022-2023 Fiscal Year	General Operations Expenditure	Office	\$89.60
	<b>Subtotal:</b> Outstanding					<b>\$589.60</b>

## Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Northridge West

Meeting Date 9/13/2022

Budget Fiscal Year: 2022-2023

Agenda Item No IX.b

Board Motion and/or Public Benefit Statement (CIP and NPG):

Motion to motion to fund up to \$500 for NPG from Friends of West Los Angeles for costs related to Annual Greater Los Angeles Safety and Preparedness Fair, Sunday, 11/13/2022 at Green Lot Exposition Park

Method of Payment: (Select One)

☐ Check☐ Credit Card☐ Board Member Reimbursement

## Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Abigail Bailes	President	X					
Kathleen Edwards	VP, Administration	X					
Janis Kraft	VP Outreach	X					
Sonny Liampetchakul	Secretary	X					
Joel Lowell	Treasurer	X					
Glen Wilson	At Large #1				X		
Jennifer Krowne	At Large #6	X					
Jorge Antonio Jimenez	At Large #7	X					
Angelica Robinson	At Large #10	X					
Brian Cathcart	At Large #11	X					
Greg Wood	At Large #9					X	
Board Quorum:	Total:	9	0	0	1	1	0

Authorized Signature

Authorized Signature:

Print/Type Name: Joel Lowell

Print/Type Name: Kathleen Edwards

Date 9/15/2022

Date: 09/15/2022

# 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: Northridge West Neighborhood Council

### SECTION I - APPLICANT INFORMATION

- 1a) FRIENDS OF WEST LOS ANGELES 26-1693591 CA 12/26/2007  
*Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)*
- 1b) 10940 Wilshire Blvd. Suite 2000 Los Angeles CA 90024  
*Organization Mailing Address City State Zip Code*
- 1c) \_\_\_\_\_  
*Business Address (If different) City State Zip Code*
- 1d) **PRIMARY CONTACT INFORMATION:**
- Mike Eveloff (310) 556-1370 info@fowla.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**

2) Name / Address of Affiliated Organization (if applicable) City State Zip Code

### SECTION II - PROJECT DESCRIPTION

#### 3) Please describe the purpose and intent of the grant.

This is a city-wide event which will benefit the constituents of each and every Neighborhood Council. We are planning this with endorsements of the Mayor, LA City Fire Dept and EMD for a city-wide event The grant we are seeking will be used for costs associated with the 4th Annual Greater Los Angeles Safety and Preparedness Fair which will take place on November 13, 2022 at The Green Lot in Exposition Park. The purpose of the fair is to make it as easy as possible for community members of all ages to tap into educational resources and learn about personal and home safety, and about disaster preparedness for incidents such as earthquakes, wildfires, pandemics – singularly or at the same time. The fair will include keynote speakers, plus other presentations and hands-on training sessions (including “stop the bleed”, CPR, proper use of a fire extinguisher, and pet first aid), as well as presentations and activities specifically for children. Our goal is to encourage community members to prepare for, learn how to survive, and to thrive after a major disaster, even when emergency services are overwhelmed and potentially unable to respond to individual emergencies for days and even weeks afterward. We hope to attract 8,000-12,000 attendees from all parts of Los Angeles.

#### 4) 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 4th Annual Greater Los Angeles Safety and Preparedness Fair is in part an outgrowth of the Mayor's Resilient LA Plan but is mostly out of a desire of the organizing team to encourage our fellow Angelenos to prepare in advance for an unpredictable but inevitable major earthquake and the very real possibility of such a disaster occurring while our medical and emergency services are overwhelmed by the needs caused by the coronavirus. We hope that not only will individuals learn to care for themselves and their families, but also learn to come together with neighbors when the need to help each other and to collaborate is at its greatest. The funds will be used to pay for the infrastructure costs of putting on a fair (stages, tents, tables, chairs, sanitation package). Funds will also be used for graphic design and the cost of printing a first-aid guide, a “help/ok” sign and certain other educational materials which will be distributed to attendees. Attendees will take home a go bag with essential supplies needed to help them get started in their own home preparation. With Neighborhood Purpose Grants and other sponsorships, we will be able to present all of this to attendees free of charge.

**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
	n/a	\$	\$
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Infrastructure costs associated with hosting the fair	\$ 4,000	\$ \$138,000-\$160,000
	and printing of materials for participants and cost to purchase	\$	\$
	basic emergency preparedness supplies to distribute to attendees	\$	\$

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

☐ No ☒ Yes If Yes, please list names of NCs: All 99 Neighborhood Councils

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
Neighborhood Purpose Grants requested from other NC's	\$ \$4,000 each	\$ Combined funds
Contributions requested from all 15 Council District Offices	\$ \$3,000 each	\$ needed from all sources:
Private Companies sponsorships sought	\$ \$5,000+ each	\$ \$138,000-\$160,000

9) What is the TOTAL amount of the grant funding requested with this application: \$ 4,000

10a) Start date: 07 / 01 / 22 10b) Date Funds Required: 08 / 01 / 22 10c) Expected Completion Date: 11 / 13 / 22  
(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\*

Mike Eveloff  
PRINT Name

President  
Title

[Signature]  
Signature

Michael Eveloff  
Digitally signed by Michael Eveloff  
Date: 6/8/22 11:07:37 -07'00'

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

Geralyn Goodman  
PRINT Name

Secretary  
Title

[Signature]  
Signature

6-9-22  
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](mailto: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: **JUN 10 2008**

FRIENDS OF WESTWOOD RECREATIONAL  
COMPLEX  
10350 SANTA MONICA BLVD STE 350  
LOS ANGELES, CA 90025-5055

Employer Identification Number:  
26-1693591  
DLN:  
17053134010038  
Contact Person:  
DALE T SCHABER ID# 31175  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
December 26, 2007  
Contribution Deductibility:  
Yes  
Advance Ruling Ending Date:  
December 31, 2011  
Addendum Applies:  
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

FRIENDS OF WESTWOOD RECREATIONAL

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in dark ink, appearing to read "Robert Choi". The signature is fluid and cursive, with the first name "Robert" and last name "Choi" clearly distinguishable.

Robert Choi  
Director, Exempt Organizations  
Rulings and Agreements

Enclosures: Publication 4221-PC  
Statute Extension







AppleOne

AppleOne Employment Services  
P.O. Box 29048  
Glendale CA 91209-9048  
Tel: 818-240-8688  
Email: specialbillingvms@ain1.com  
  
TIN: 95-2580864

City of LA DONE

Accounts Payable  
Corporate Office (Northridge West NC)  
Los Angeles, CA 90012

Invoice

Customer No: 00950101  
Site No: 0077  
Period Ending: 09/17/2022  
Invoice No: S9228191  
Amount Due: \$204.80  
Payment Term: UPON RECEIPT

Contract #	Requestor	Location	Employee Name	Weekend	Invoice Date	Reg Hours	Reg Rate	OT Hours	OT Rate	Misc Hours	Misc Rate	Invoice Amount
C-132956	Lowell, Joel	Northridge West Nc	Pollock, Frances	09/17/2022	09/21/2022	2.25	\$25.60	0.00	\$0.00	0.00	0	\$57.60
C-132956	Lowell, Joel	Northridge West Nc	Pollock, Frances	09/24/2022	09/28/2022	2.75	\$25.60	0.00	\$0.00	0.00	0	\$70.40
C-132956	Lowell, Joel	Northridge West Nc	Pollock, Frances	09/10/2022	09/14/2022	3.00	\$25.60	0.00	\$0.00	0.00	0	\$76.80
Sub Total For :						Pollock, Frances	8.00		0.00		0.00	\$204.80
Grand Total Invoice Amount							8.00		0.00		0.00	\$204.80

Please remit payment to:  
  
Appleone Employment Services  
P.O. Box 29048  
Glendale, CA 91209-9048

You can now pay electronically through  
  
Visit [www.ApplePay.com](http://www.ApplePay.com) or Call (866)898-7152 for details

## Payment Receipt

**Tenant** City Of LA  
Northridge West Neighborhood Council  
**Address** DONE-Northridge W. Neighborhood Council  
200 N. Spring St. 20th Floor, Suite 2005  
Los Angeles, CA 90012

**Date Printed** October 2, 2022  
**Payment Date** October 2, 2022 9:36 AM  
**Paid Thru** November 1, 2022  
**Current Balance** \$0.00  
**Receipt Number** 76571  
**Unit Number** E91  
**By** Mark Berry

Date	Unit	Description	Charge	Discount	Tax	Total	Payment Method
10/02/22	E91	Rent 10/2-11/1	128.00	0.00	0.00	128.00	128.00 Master Card
10/02/22	E91	Protection Plan 1C	7.50	0.00	0.00	7.50	7.50 Master Card

Taxes 0.00  
Payment (less tax) 135.50  
Payment Subtotal 135.50  
Credits Applied 0.00  
Refunds Applied 0.00  
Total Applied to Account \$ 135.50

Current Account Bal. \$0.00  
Paid By Master Card \*\*\*\*\*8362  
Paid Thru Date November 1, 2022

Transaction Type Sale

Authorization 006563  
Reference 2073932680

I agree to pay the above amount according to the card issuer statement.

X \_\_\_\_\_

## Invoice from All American Softy Inc

[Download PDF](#)

Invoice #070621-469

Issued : Sep 18, 2022

Due : Sep 18, 2022

**All American Softy Inc**

Accounting Department

18625 Ventura blvd

Tarzana, CA 91356

UNITED STATES

✉ allamericansofty@yahoo.com

**Bill to**

abailes@northridgewest.org

**Items****Limited Menu 2 Hour | 100 Items****\$550.00**

1 x \$550.00 | Ca. (9.75%)

**Limited add on****\$498.75**

133 x \$3.75 | Ca. (9.75%) | Sep 18, 2022

Subtotal	\$1,048.75
Other discount	-\$100.00
Tax (Ca. 9.75%)	\$102.26
<b>Total</b>	<b>\$1,051.01</b>

**Seller note to customer**

Abby Bailes 818-357-6481 Jibo

It's been a pleasure to serve you and we look forward to seeing you at your next event!

**Seller's Terms and Conditions**

Our Policy Regarding Additional Hours at time of event:

Every additional half hour will be charged for 25 items.

**Attachments (1)**[W-9 signed 5-21.pdf](#)**\$1,051.01****OVERDUE****Balance due: \$1,051.01****Add tip**

Tip 15	%	Feedback
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Tip amount \$157.65

**Pay \$1,208.66****Cancel invoice**Powered by **PayPal**Copyright © 1999–2022 PayPal. All rights reserved. [PayPal Privacy](#)