

Monthly Expenditure Report



Reporting Month: December 2024 Budget Fiscal Year: 2024-2025

NC Name: Northridge West
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$21599.51	\$2953.50	\$18646.01	\$250.00	\$0.00	\$18396.01

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$19500.00	\$453.50	\$14508.15	\$250.00	\$14258.15
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$2500.00	\$0.00	\$2500.00	\$0.00	\$2500.00
Neighborhood Purpose Grants	\$16603.85	\$2500.00	\$1637.85	\$0.00	\$1637.85
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$17004.35	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PY GOLDEN STATE STORA	12/02/2024	Monthly Storage Fee Motion to Approve FY 2024-25 budget and administrative packet.	General Operations Expenditure	Office	\$165.50
2	APPLEONE EMPLOYMENT SERVICES	12/06/2024	Minute-taking and reporting at monthly meeting Motion to Approve FY 2024-25 budget and administrative packet.	General Operations Expenditure	Office	\$179.20
3	APPLEONE EMPLOYMENT SERVICES	12/09/2024	Minute taking and reporting and board meeting Motion to Approve FY 2024-25 budget and administrative packet.	General Operations Expenditure	Office	\$108.80
4	Happy House	11/22/2024	Motion to approve funding of \$2,500 in an NPG submission by the Happy House in support of their Winter Wonderland Event with the North Valley Chamber of Commerce to be held on Saturday De...	Neighborhood Purpose Grants		\$2500.00
Subtotal:						\$2953.50

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Kristina Smith DBA The Mailroom	12/19/2024	November 2024 web services Motion to Approve FY 2024-25 budget and administrative packet.	General Operations Expenditure	Office	\$250.00

Subtotal: Outstanding	\$250.00
------------------------------	-----------------

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 December 2, 2024
Payment Date December 2, 2024 08:40
Paid Thru January 1, 2025
Current Balance \$0.00
Receipt Number 89390
Unit Number E91
By Mark Berry

Date	Unit	Description	Charge	Discount	Tax	Total	Payment Method	
12/02/24	E91	Rent 12/02-01/01	158.00	0.00	0.00	158.00	158.00 Master C.	
12/02/24	E91	Protection PI 12/02-01/01	7.50	0.00	0.00	7.50	7.50 Master C.	
							Taxes	0.00
							Payment (less tax)	165.50
							Payment Subtotal	165.50
							Credits Applied	0.00
							Refunds Applied	0.00
							Total Applied to Account	\$ 165.50

Current Account Bal. \$0.00
 Paid By Master Card *****761
 Paid Thru Date January 1, 2025

Transaction Type Sale

Authorization 007459
 Reference p1_txn_674de31821e064c37e665dc

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

X _____



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: 11/16/2024
Invoice No: S10016084
Amount Due: \$179.20
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	11/16/2024	11/20/2024	4.50	\$25.60	0.00	\$0.00	0.00	0	\$115.20
C-132956	Lowell, Joel	Northridge West Nc	Pollock, Frances	11/02/2024	11/06/2024	2.50	\$25.60	0.00	\$0.00	0.00	0	\$64.00
Sub Total For :						7.00		0.00		0.00		\$179.20
Grand Total Invoice Amount						7.00		0.00		0.00		\$179.20

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 or Call (866)898-7152 for details



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: 10/05/2024
Invoice No: S9992185
Amount Due: \$108.80
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	10/05/2024	10/09/2024	2.50	\$25.60	0.00	\$0.00	0.00	0	\$64.00
C-132956	Lowell, Joel	Northridge West Nc	Pollock, Frances	10/12/2024	10/16/2024	1.75	\$25.60	0.00	\$0.00	0.00	0	\$44.80
Sub Total For :						4.25		0.00		0.00		\$108.80
Grand Total Invoice Amount						4.25		0.00		0.00		\$108.80

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 or Call (866)898-7152 for details

**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

SECTION I - APPLICANT INFORMATION

	<u>20-4367250</u>	<u>California</u>	<u>Oct. 2007</u>
HAPPY HOUSE			
1a) _____ <i>Organization Name</i>	_____ <i>Federal I.D. # (EIN#)</i>	_____ <i>State of Incorporation</i>	_____ <i>Date of 501(c)(3) Status (if applicable)</i>
	<u>Los Angeles</u>	<u>Calif</u>	
1b) <u>4400 W. Riverside</u> _____ <i>Organization Mailing Address</i>	_____ <i>City</i>	_____ <i>State</i>	<u>91505</u> _____ <i>Zip Code</i>
1c) _____ <i>Business Address (if different)</i>	_____ <i>City</i>	_____ <i>State</i>	_____ <i>Zip Code</i>
1d) PRIMARY CONTACT INFORMATION:			

Carol Salazar Loweree 818 648-2277 Carolsalazarloweree@gmail.com

_____ <i>Name</i>	_____ <i>Phone</i>	_____ <i>Email</i>
-------------------	--------------------	--------------------

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) _____ <i>Name / Address of Affiliated Organization (if applicable)</i>	_____ <i>City</i>	_____ <i>State</i>	_____ <i>Zip Code</i>
---	-------------------	--------------------	-----------------------

SECTION II - PROJECT DESCRIPTION

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

Please see the attached information sheet

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)

Please see the attached information sheet

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
None	\$ 0	\$ 0
	\$	\$
	\$	\$

6b)

Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
see attached	\$ 2,500	\$ 6,925.00
info sheet	\$	\$
	\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes If Yes, please list names of NCs: ___Lake Balboa

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: \$ ___2,500

10a) Start date: ___11___/___7___/2024 10b) Date Funds Required: ___11___/___30___/2024
 10c) Expected Completion Date: ___12___/___7___/2024

(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 - REQUIRE.

Carol Loweree Executive Dir. Carol Loweree 11/7/24
 PRINT Name Title Signature Date

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

Sofia Gil Secretary Sofia Gil 11/7/24
 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

Application for NPG

Section II

#4) The purpose of the grant is to help fund the first annual Winter Wonderland for Northridge and surrounding areas. We've had Holiday Parades from our neighbors, but we've not had an event where families can come and enjoy a festive day.

There will be a carnival atmosphere, with pony rides, a petting zoo, bouncy houses, arts and crafts featuring local artisans, food vendors from local restaurants, and game booths created by school children. Local schools will provide entertainment, and there will be a Santa photo cabin for families to take pictures! We are also doing a Toy Drive-In to provide Christmas presents for LAPD PALS and Foster Children Resource Center.

5) The public purpose that this grant supports is a Holiday Celebration that brings together local families, schools, and merchants in a cooperative effort to contribute to underprivileged children and families.

Application for NPG
Section III 6b)

Winter Wonderland Projected Budget

Location Rental	\$750.
Carnival (petting zoo, bouncers, pony rides)	\$2500.
Restroom Rentals	\$1200.
Table, Chair & Popup Rentals	\$400.
Insurance and permits	\$325.
Banners & Promo print	\$300.
Game Prizes	\$500.
Photo Booth	\$350.
Balloon Twisters	\$600.

Total	<hr/> \$6,925.
-------	----------------

Winter Wonderland AND TOY DRIVE



WHEN: SATURDAY, DECEMBER 7
WHERE: 9015 WILBUR AVENUE
TIME: 11 AM - 4 PM
COST: FREE ENTRY!

All toys collected will be donated to local non-profits
 - Foster Children's Resource Center &
 LAPD Devonshire P.A.L.S. Youth Center-
 who support underprivileged youth in our community.



VENDORS

VENDOR TYPE	member fee	non-member fee
Food Trucks	20% PROFIT SHARING	
Food Vendor	20% PROFIT SHARING	
Selling Booth	\$90	\$100
Business Booth*	\$150	\$200

*Business Vendors who don't have items to sell at the Winter Wonderland will be sponsoring a kid's craft at their booth. Craft supplies and a helper will be provided for your booth. Your booth will become an activity area and you will interact with the families that come to your booth. You may bring your marketing materials for your business to hand out at the event.

Craft and Artisan Vendors will be able to bring their items to sell to the public.

Food vendors will be able to sell food and drinks at their booth with 20% of sales collected to be donated back to the Chamber in lieu of booth fee. All food vendors must pay a registration fee of \$200. Fully refundable at close of event. Non refundable for no-shows.

Vendors will be given a booth space that is approximately 10' x 10'. Vendors must provide their own equipment - tables, chairs and canopies (no larger than 10' x 10'), and netting for food vendors.

A separate Booth package is available for an additional purchase price which includes a 10' x 10' canopy, one table, and two chairs (quantities limited).

Application Deadline is November 23, 2024 and all fees must be paid by this date to confirm being a Vendor at the Winter Wonderland. There are a limited amount of vendor spaces available on a first come first serve basis



EVENT SPONSORS

Emperor Penguin	\$5000
<ul style="list-style-type: none"> • HEADLINE BANNER DISPLAYED AT THE EVENT • LOGO FEATURED ON VOLUNTEER T-SHIRTS • NAME ANNOUNCED & RECOGNITION DURING THE EVENT • BOOTH AT THE EVENT WITH SPEAKING OPPORTUNITY • LOGO FEATURED ON NVRCC.ORG 	
Royal Penguin	\$2500
<ul style="list-style-type: none"> • SPONSORS THE KIDS ZONE • LARGE BANNER DISPLAYED AT THE KID ZONE • NAME ANNOUNCED & RECOGNITION DURING THE EVENT • OPPORTUNITY TO HAVE A BOOTH • LOGO FEATURED ON NVRCC.ORG 	
Showman Snowman	\$1000
<ul style="list-style-type: none"> • SPONSORS THE STAGE RENTAL AND ENTERTAINMENT • BANNER DISPLAY BEHIND/NEAR STAGE • LOGO FEATURED ON NVRCC.ORG 	
Gingerbread House	\$500
<ul style="list-style-type: none"> • SPONSORS THE PHOTO BOOTH • NAME FEATURED ON NVRCC.ORG • BANNER DISPLAY NEAR PHOTO BOOTH 	
Little Penguin Sponsor	\$250
<ul style="list-style-type: none"> • SPONSORS CRAFT SUPPLIES AND ACTIVITIES • BANNER DISPLAY AT A KIDS CRAFT BOOTH 	
Elf Assistant	\$250
<ul style="list-style-type: none"> • SPONSORS YOUTH VOLUNTEER T-SHIRTS AND SNACKS • LOGO ON VOLUNTEER T-SHIRTS 	

GO TO VENDOR SIGN UP



CONTACT INFORMATION

NVRCC.ORG
 818-349-5676
 CEO@NVRCC.ORG

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

DEPARTMENT OF THE TREASURY

Date: OCT 19 2007

HAPPY HOUSE
C/O R ROSSER COLE
200 N MARYLAND AVE 302
GLENDAL, CA 91206

Employer Identification Number:
20-4367250
DLN:
17053190024007
Contact Person:
KAREN T HOOD ID# 75069
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:
January 19, 2006
Contribution Deductibility:
Yes
Advance Ruling Ending Date:
December 31, 2010
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)

-2-

HAPPY HOUSE

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

Sincerely,

A handwritten signature in cursive script that reads "Robert Choi".

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Publication 4221-PC
Statute Extension

Letter 1045 (DO/CG)

