

Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)



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

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

SECTION I - APPLICANT INFORMATION

1a) Valley Plaza Recreation Center 95-6000735
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) 12240 Archwood St. North Hollywood CA 91606
Organization Mailing Address *City* *State* *Zip Code*

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

1d) **PRIMARY CONTACT INFORMATION:**
Stephen Joyce 818.765.5885 stephen.joyce@lacity.org
Name *Phone* *Email*

2) **Type of Organization- Please select one:**
 Public School *(not to include private schools)* or 501(c)(3) Non-Profit *(other than religious institutions)*
Attach Signed letter on School Letterhead **Attach IRS Determination Letter**

3) Valley Plaza Recreation Center North Hollywood CA 91606
Name / Address of Affiliated Organization (if applicable) *City* *State* *Zip Code*

SECTION II - PROJECT DESCRIPTION

4) **Please describe the purpose and intent of the grant.**
 The purpose of the grant is to provide funding for a community Halloween carnival. The event is intended to bring the community together and provide a safe space for local families to celebrate the holiday.

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 benefit the local community by providing a free event with carnival style game booths, educational booths, and Halloween treats. We will also be having a Halloween themed Zumba event and a Haunted Maze.

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
Candy Bags/Candy Table Buckets	\$1,669.28	\$2,500.00
Decorations (balloons, table cloths, balloon string, etc.)	\$924.00	\$1,500
Halloween mini toys	\$399.92	\$600.00

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: \$2,993.80

10a) Start date: 10/27/23 10b) Date Funds Required: 10/16/23 10c) Expected Completion Date: 10/27/23
 (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*
Stephen Joyce Senior Recreation Director 9/8/23
 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

City of Los Angeles
 Department of Recreation and Parks
Valley Plaza Recreation Center
 12240 Archwood Street,
 North Hollywood, CA 91606
 (818) 765-5885 | valleyplaza.recreation@lacity.org



INVOICE

8/30/2023
DATE OF EVENT
10/27/2023

TO:
Attn: Carol Ann Rose
North Hollywood West Neighborhood Council
 12814 Victory Blvd., #101
 North Hollywood, CA 91606



Description	Quantity	Unit Price	Amount
Candy Bags—50 pack	50	28.99	1,449.50
Candy Table Buckets	22	9.99	219.78
Table Cloths/Covers 3 pack	22	15.99	351.78
Balloons (Size 9 - 72pack)	6	32.99	197.94
Balloons (Size 6 - 72pack)	7	29.99	209.93
Halloween mini toys 150 pack	8	49.99	399.92
Balloon weights	30	2.50	75.00
Balloon String 4 pack	5	17.99	89.95
			Total = \$2,993.80

THANK YOU FOR YOUR BUSINESS!