

Build a Garden, Grow a Community



Neighborhood Council of Westchester Playa

The Emerson Avenue Community Garden Club, Inc. is a 501.c.3 non-profit all-volunteer organization whose mission is to create and maintain a school and community garden and community green space on an acre of land on the Orville Wright Middle School. To that end, we have enjoyed the support of the Los Angeles Unified School District and OWMS, local community members, businesses, and governmental organizations.

We have made a great deal of progress in improving this land since our incorporation in early 2011. In 2012 you, the NCWP, awarded us a grant of \$1,500 to build a circular seating / outdoor classroom / community gathering space. We are very happy to report that we are nearly completed with this project. We intend to have a dedication ceremony within the next two months, and will invite the entire NCWP to that event. We have placed a thank you banner on the fence at the school, thanking those who have helped in the past; you are on that banner. We also plan to have a plaque at the seating area specifically thanking the council for their support in making the seating an actuality.

We now come to you to ask for additional support as we continue our efforts to improve this corner of our neighborhood. One of our goals is to teach responsible stewardship of the land and its resources by composting. We have started both worm and traditional composting but need additional resources to complete these areas. We also want to show how solar panels can work well for lighting. We are asking for an additional grant of \$2,000 to further this effort. Details are on the attached spreadsheet.

Traditional Composting

We have several closed compost bins already functioning in the garden to compost green waste from the garden and school. In order to show students and the greater community the many composting options available, we plan to construct 4 open compost bins. These bins will have 3 sides of mesh which will hold in the compostable

Build a Garden, Grow a Community

material while allowing maximum air circulation. The 4th side will be a stackable wood door. There will be no top.

As the compost matures, it will be moved from one bin to the next. When it appears to be ready for use, we will send it through sifting screens to sort out any pieces not yet ready for use and return them to the cycle.

Worm Composting

We have two worm condos on site. We hope to acquire two more condos and build a hutch to protect them all.

The Worm Hutch will provide a safe and accessible home for four worm condos. The worm condos in turn provide an entire ecosystem for thousands of red worms and other organisms whose sole purpose is to break down food waste and create a rich compost (called worm castings) as well as a rich liquid fertilizer (called worm tea). The worm castings and worm tea will then be offered to members of the community garden and to the local community to: a) enrich soil and growing; b) provide greater resilience for plants and crops without the use of pesticides; and c) reduce the amount of rubbish in our local landfills. In addition, the worm hutch will provide educational information for the students of Orville Wright Middle School and the community at large and provide an opportunity for our community to learn about the wonderful benefits of vermicomposting.

Solar Panel Lighting

Emerson Avenue Community Garden has a beautiful welcome sign provided by local artist Steve O'Loughlin. We would like to have that sign gently lit at night. Using a solar panel to accomplish this allows us to demonstrate a carbon-neutral way to illuminate a work of art.

We are grateful for all the support the Neighborhood Council has provided in the past and look forward to working with you in the future.

Dorothy Stone



For the Emerson Avenue Community Garden Club, Inc.
Member, Board of Directors

2/26/2013

Emerson Avenue Community Garden Club, Inc.
Request to Neighborhood Council Westchester Playa
Neighborhood Purposes Grant
Mar-13

Traditional Composting

Mesh, stakes for 4 bins	500.00	
Compost thermometers	100.00	
Watering hose /nozzle	100.00	
Compost sifting screens	300.00	
Subtotal, Compost	\$	1,000.00

Worm Condos and Hutch

Wood	175.00	
Hinges	15.00	
Hasps	15.00	
Locks	15.00	
Angle brackets	25.00	
Screws	5.00	
2 Worm condos	250.00	
Subtotal, Worms	\$	500.00

Solar Lighting

Solar panel	500.00	
Subtotal, Solar	\$	500.00

Total Request	\$	2,000.00
----------------------	-----------	-----------------

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. The Neighborhood Council, upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment.

Name of Neighborhood Council you are seeking the grant from: NC Westchester Playa
Neighborhood Council Name

SECTION I - APPLICANT VERIFICATION INFORMATION

Emerson Avenue Community Garden Club, Inc	45-2448472	CA	
1A) Organization Name	Federal I.D. # (EIN#)	State of Incorporation	Date of 501(c)(3) Status (if applicable)
6550 W 80th Street	Westchester	CA	90045
1B) Organization Mailing Address	City	State	Zip Code
1C) Business Address (If different)	City	State	Zip Code
1D) Address of Affiliated Organization (If applicable)	City	State	Zip Code
Name and address of person designated to receive official/legal notices:		Name: <u>Dorothy Stone</u>	
2) 6550 W 80th Street	Westchester	CA	90045
Street	City	State	Zip Code
3) Type of Organization- Please select one: (Organizations must be located within the City of Los Angeles)			
<input type="checkbox"/> Public School (not to include private schools)		or <input checked="" type="checkbox"/> 501(c)(3) Non-profits (other than religious institutions)	
Attach Letterhead		Attach IRS Determination Letter	

SECTION II - PROJECT DESCRIPTION

4) Please describe the Neighborhood Improvement Project for which the grant is intended.

We are seeking funding to continue the build out of the school and community garden at Orville Wright Middle School. Specifically, the funding will cover materials for traditional and worm composting and for a solar panel to light a lovely garden welcome sign.

5) How will this grant be used to primarily support or serve a non-discriminatory, public purpose and benefit the public at-large.

It is part of our mission to provide space for gardening to the students at Orville Wright Middle School and to the greater Westchester community. Part of that commitment includes education; we will hold classes and demonstrate best organic practices for the students and community on composting. As our composting program grows, traditional compost material and worm castings and tea will be available at no charge for the community to use in their own gardens, either at the Community Garden or at their own home garden.

SECTION III - PROJECT BUDGET OUTLINE- Please outline the project budget below.

6A)	Personnel Related Expenses	Requested of NC	Total Projected Cost
	none	\$	\$
		\$	\$
		\$	\$
		\$	\$

6B) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
Traditional Composting materials and supplies	\$ 1000	\$ 1000
Worm condos and hutch materials and supplies	\$ 500	\$ 500
Solar panel for lighting	\$ 500	\$ 500
	\$	\$

7) Is the implementation of this specific program or purpose described in box 4 above contingent on any other factors or sources or funding? ☐ Yes, please describe below ☒ No

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$
	\$	\$

8) What is the TOTAL amount of the grant funding requested with this application: **\$ 2,000**

9) What is the expected completion date? 8 / 31 / 2013 (mm/dd/yyyy) (required)

SECTION IV - PROJECT PRIMARY AND SECONDARY CONTACT INFORMATION

Provide the name, telephone number, fax and e-mail address (if applicable) of the person(s) responsible for the funds and program(s) listed in Section II of this application.

Stone

Last Name

MI

eacgc@yahoo.com

Fax Number

E-mail

Walker

Last Name

MI

tomEACG@aol.com

Fax Number

E-mail

SECTION V - AFFILIATIONS

11) Is there a former or existing relationship between your organization and a NC board member? ☐ Yes ☒ No

11A) If yes, did you and/or the board member consult the Office of the City Attorney? ☐ Yes ☐ No

[illegible]

SECTION VI - 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 Appendix A, "What is a Public Benefit," and Appendix B "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

Two signatures required

12A) Executive Director of Non-Profit Corporation or School Principal

Tom Walker

President

PRINT First Name/ Last Name

Title

Signature

Date

12B) Secretary of Non-profit Corporation or Assistant School Principal

Cindy Nelsen

Secretary

PRINT First Name/ Last Name

Title

Signature

Date

SECTION VII - FOR DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT USE ONLY

Date Received

Application ☐ Complete ☐ Incomplete

Reviewer Name

Date Reviewed

REVEIWER'S NOTES

Date submitted to Funding Unit

Method: ☐ In-person ☐ E-mail ☐ Fax ☐ Inter-departmental mail

NPG #

Application ☐ Complete ☐ Incomplete

Funding Unit Notes:

DONE Date Stamp Receipt

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

DEPARTMENT OF THE TREASURY

Date: FEB 22 2012

EMERSON AVENUE COMMUNITY GARDEN
CLUB INC
C/O RACGC
6550 W 80TH STREET
LOS ANGELES, CA 90045

Employer Identification Number:
45-2448472
DLN:
17053004326022
Contact Person:
JULIE CHEN ID# 31261
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:
February 9, 2011
Contribution Deductibility:
Yes
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. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

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 947 (DO/CG)

EMERSON AVENUE COMMUNITY GARDEN

Sincerely,

A handwritten signature in cursive script, reading "Lois G. Lerner". The signature is written in dark ink and is positioned above the printed name and title.

Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Name (as shown on your income tax return)
Emerson Avenue Community Garden Club, Inc.

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:
☐ Individual/sole proprietor ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate
☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ ☒ Exempt payee
☐ Other (see instructions) ▶

Address (number, street, and apt. or suite no.)
6550 W 80th Street
City, state, and ZIP code
Westchester CA 90045

List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number								
				-			-	


Employer identification number								
4	5	-	2	4	4	8	4	7

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person ▶  Date ▶ **2/26/2013**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.