

**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: Westchester Playa  
*Neighborhood Council Name*

**SECTION I - APPLICANT VERIFICATION INFORMATION**

1A) Emerson Ave Community Garden Club Inc 45-2448472 CA 2/11/2011  
*Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)*

1B) 6550 W 80th Street Westchester CA 90045  
*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:* Dorothy Stone

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)**  
 Public School *(not to include private schools)* or  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.  
 The EACGC, in keeping with its mission, plans to offer several educational classes to the greater Westchester community in this year. These classes will include two series on food preparation and persevering, and the Master Gardener "Grow LA Victory Garden" initiative series of classes, describe in detail in our proposal letter. We will also install additional educational signage in the garden with tips for the general community on wise use of water, good gardening practices, composting, and the like.

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 at Emerson Ave. Community Garden to provide space for gardening to the public, including students of Orville Wright M.S. and W.I.S.H Elementary Charter School, which is currently sharing the Orville Wright campus. This grant will be used to develop and supply classes open to the public, including families of these schools, to extend further our commitment to educating the public. EACG Food Preservation classes will help students learn about adding more fruits and vegetables to their diets and teach practical and safe ways to preserve produce harvested from the Emerson CG, their own gardens, or purchased at farmer's markets. The grant provided by the Neighborhood council will help us to keep the cost of the classes low, making them available to a diverse section of the greater Westchester / Playa area. We hope to have over 100 students attend these various classes.





## Request for Taxpayer Identification Number and Certification

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

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) <b>Emerson Avenue Community Garden Club, Inc</b>	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification (required): <input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate  <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____  <input type="checkbox"/> Other (see instructions) ▶ _____	<input checked="" type="checkbox"/> Exempt payee
	Address (number, street, and apt. or suite no.) <b>6550 W 80th Street</b> City, state, and ZIP code <b>Westchester CA 90045</b>	Requester's name and address (optional)
List account number(s) here (optional)		

<b>Part I Taxpayer Identification Number (TIN)</b>																																						
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 <i>How to get a TIN</i> on page 3.																																						
<b>Note.</b> If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.	<table border="1" style="margin: 0 auto;"> <tr><td colspan="9" style="text-align: center;">Social security number</td></tr> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> <table border="1" style="margin: 0 auto;"> <tr><td colspan="9" style="text-align: center;">Employer identification number</td></tr> <tr> <td style="width: 20px; height: 20px; text-align: center;">4</td> <td style="width: 20px; height: 20px; text-align: center;">5</td> <td style="width: 20px; height: 20px; text-align: center;">-</td> <td style="width: 20px; height: 20px; text-align: center;">2</td> <td style="width: 20px; height: 20px; text-align: center;">4</td> <td style="width: 20px; height: 20px; text-align: center;">4</td> <td style="width: 20px; height: 20px; text-align: center;">8</td> <td style="width: 20px; height: 20px; text-align: center;">4</td> <td style="width: 20px; height: 20px; text-align: center;">7</td> <td style="width: 20px; height: 20px; text-align: center;">2</td> </tr> </table>	Social security number																		Employer identification number									4	5	-	2	4	4	8	4	7	2
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<b>Part II Certification</b>	
Under penalties of perjury, I certify that:	
1. 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 2. 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 3. I am a U.S. citizen or other U.S. person (defined below).	
<b>Certification instructions.</b> 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.	

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶ <b>1/26/14</b>
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### 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:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. 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.



# CITY OF LOS ANGELES

OFFICE OF FINANCE  
P.O. BOX 53200  
LOS ANGELES CA 90053-0200

08 100-003936 1205 1

EMERSON AVENUE COMMUNITY GARDEN CLUB, INC  
6550 W 80TH ST  
WESTCHESTER CA 90045-1127

6550 W 80TH STREET  
WESTCHESTER, CA 90045-1127

THIS CERTIFICATE MUST BE POSTED AT PLACE OF BUSINESS

## CITY OF LOS ANGELES TAX REGISTRATION CERTIFICATE

THIS CERTIFICATE IS GOOD UNTIL SUSPENDED OR CANCELLED

### BUSINESS TAX

ISSUED: 5/12/2012

ACCOUNT NO.	FUND/CLASS	DESCRIPTION	STARTED	STATUS
0002612616-0001-1	L049	Professions/Occupations	02/09/2011	Active

REGISTERED TO

EMERSON AVENUE COMMUNITY GARDEN CLUB, INC

6550 W 80TH STREET  
WESTCHESTER, CA 90045-1127

6550 W 80TH STREET  
WESTCHESTER, CA 90045-1127



ISSUED BY:

*Archie D. Christoval*

DIRECTOR OF FINANCE



## **Build a Garden. Grow a Community.**

Emerson Avenue Community Garden  
at Orville Wright Middle School  
6550 West 80th Street  
Westchester, CA 90045

[www.eacgc.org](http://www.eacgc.org)

January 15, 2014

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 project is completed. We had a dedication last summer, and the seating has a permanent plaque thanking the NCWP for its support. In 2013 you provided us with an additional \$2,000 to complete our composting area, including educational signage. We have completed the majority of that project and will have a dedication ceremony in the near future. Again, the new compost bins will have a plaque thanking the NCWP for its support.

We now come to the Neighborhood Council to ask for support as we continue to reach out to our community in support of our mission, "Build a Garden, Build a Community." We are requesting \$1,000 to support our public educational programs. Last year, we offered several different classes, including the first Grow LA Victory Garden classes at the garden, led by Master Gardener Dana Morgan. Seven students completed all 4 classes and received certificates as Grow LA Victory Gardeners, and more than 20 students attended one or more classes. Another series of gardening classes has been scheduled for spring, beginning on March 23. Sample topics covered in these classes include Planning and preparing your garden, Building healthy soil, Composting and wise watering, Choosing the right edibles for your location, Gardening in containers, Preventing plant diseases, and Saving and storing seeds.

In addition, this year we would like to offer a series of food preparation and preservation classes, to be held in the spring and the fall. The Westchester United Methodist Church, directly across from the garden, has graciously offered the use of their fellowship hall and kitchen for the food classes. In our previous proposal we mentioned our goal of teaching responsible stewardship of

the land through composting; a great way to divert food waste is to compost it. But we know it would be even better to use it, preserve it, and eat it. Food waste is a world-wide problem, but in the U.S. we are particularly good at it, refusing to use slightly damaged produce, which adds significantly to landfills. The National Research Defense Council (NRDC) suggests that 40% of our food enters the waste stream for various reasons. One way we can play our part in addressing this issue is through teaching gardening and food preservation classes. Household food waste can be reduced by re-learning skills of previous generations. These food preservation classes will help our community take the food they grow or buy and learn to better determine how to store and preserve it for future meals.

The plan for Food Preservation classes will be to hold four classes in the spring and another series in the fall. We can accommodate a maximum of 16 students in each class. Each class will focus on a different topic using seasonal, local produce. For example, during the winter when citrus fruits are ripening and falling off the trees, the class would include methods for preserving some of our most abundant Southern California crops.

The student fee for each class will be \$20.00. The support of the NCWP will keep this fee low, so that the classes can be available to all. To encourage student diversity, each class will be enrolled separately. One of our goals is to encourage involvement by new community members. We hope to have at least 100 members of the greater Westchester / Playa community attend these classes.

Grant funds received from NCWP will be used to buy equipment for long term use, student supplies, and for additional educational signage throughout the garden. Below please find a general list of items the funds will be used for:

- Cooking equipment and canning jars (\$300)
- Food supplies (not reusable) (\$250)
- Student materials (handouts, nametags, labeling materials) (\$150)
- Cleaning supplies (\$50)
- Education signage (\$250)

**Instructors** for the Food Preparation and Preservation Classes will be Elizabeth Sala (Master Food Preserver, Master Gardener) and Dana Morgan (Master Gardener). These two women are experienced gardening and preservation teachers, having completed University of California Cooperative Extension (UCCE) programs to be certified.

Classes will include information on the history and rewards of food preservation, including recipes and instructions. Alternatives for food preservation, including low-energy use strategies, such as fermentation and solar dehydration, will be included with other more "modern" techniques. During each class students will participate in significant hands-on learning activities.

For example, for the **Fermentation Session**, sauerkraut will be made in the class and will be taken home in jars to ferment. For the **Citrus Session** and the **Jam Session**, students will cut up fruit which will be cooked, put up in jars and preserved safely, using hot water bath canning. Each student will be able to take a jar or two of the jams home with them. In the **Sourdough Bread Session**, students will learn to create and maintain their own a sourdough starter and how to make and shape San Francisco-style (Tartine) sourdough breads. We will also make whole wheat and rye sourdough crackers in the class. Class topics will vary depending on the season of the year and the produce that is available. In the fall, a session on methods for preserving apples and making apple cider vinegar will be offered.

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



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 EACGC  
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 fluid and connected, with a large initial "L" and "G".

Lois G. Lerner  
Director, Exempt Organizations

Enclosure: Publication 4221-PC