

Title: NC Promotional items	Item No. _____
Meeting date:03-03-2020	
Agendized by: Garrett Smith	
Contact person: Garrett Smith	Phone number
Committee Vote (if appropriate):	
Does this item have a fiscal impact on the Neighborhood Council? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Additional documents attached? <input checked="" type="checkbox"/> No	

**RECOMMENDATION:**

Recommend that the NCWP Board approve the expenditure of \$4,500 for NCWP branded outreach promotional items.

**BACKGROUND:**

NCWP branded promotional items, such as informational hand-outs, print materials, postcards, banners, and other NCWP branded giveaways to be used at community events and distributed by various committees.

**DISCUSSION:**

The purpose of the promotional items is to promote stakeholder engagement in the Neighborhood Council and NCWP process. Using branded giveaways directs stakeholders to our website.

**FISCAL ANALYSIS:**

The proposed motion is for a not-to-exceed budget of \$4,500 to be paid from the approved 2019-2020 budget from the outreach category. This amount is within the approved budget for the fiscal year

**MOTION:**

Authorize the Outreach Committee to purchase NCWP promotional items, such as NCWP branded banners, postcards and print materials to promote the Neighborhood Council of Westchester Playa not to exceed \$4,500.