

Monthly Expenditure Report



Reporting Month: March 2021

Budget Fiscal Year: 2020-2021

NC Name: Neighborhood Council of Westchester-Playa

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$21316.03	\$5215.99	\$16100.04	\$3299.78	\$0.00	\$12800.26

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$25670.00	\$210.00	\$12879.61	\$0.00	\$10579.83
Outreach		\$1505.99		\$2299.78	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$1100.00	\$0.00	\$20.00	\$0.00	\$20.00
Neighborhood Purpose Grants	\$12580.00	\$3500.00	\$3200.00	\$1000.00	\$2200.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$18034.40	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	SQ MAIL CALL LAX	03/02/2021	Annual Mailbox Renewal	General Operations Expenditure	Office	\$210.00
2	MailChimp	03/21/2021	Motion to re-approve recurring expenditure of up to \$35 per month for Mailchimp for NCWP website email service for Fiscal Year 2020-2021.	General Operations Expenditure	Outreach	\$35.99
3	Airport Marina Counseling Service	02/05/2021	Motion to approve grant request from Airport Marina Counseling Services in the amount of \$1,500 to be used for the at-risk kids in Westchester schools only.	Neighborhood Purpose Grants		\$1500.00
4	WENDY L. MOORE / MOORE BUSINESS RESULTS	03/05/2021	Motion to re-approve recurring expenditure of up to \$600 per month for Moore Business Results for website and social media management for NCWP for Fiscal Year 2020-2021.	General Operations Expenditure	Outreach	\$595.00
5	Westchester Family YMCA of Metropolitan Los Angeles	03/03/2021	Motion to approve grant request from Westchester YMCA in the amount of \$2,000 to support the homeless within Westchester.	Neighborhood Purpose Grants		\$2000.00

6	STEPHANIE DAVIS / HOME TOWN NEWS	02/19/2021	Motion to re-approve recurring expenditure of up to \$875 per month for Hometown News for NCWP monthly newsletter for Fiscal Year 2020-2021.	General Operations Expenditure	Outreach	\$875.00
Subtotal:						\$5215.99

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	LAX coastal Education Foundation	03/16/2021	Motion to approve grant request of \$1,000 from LAX Coastal Education Foundation for Student Art Show "Reflections of Covid".	Neighborhood Purpose Grants		\$1000.00
2	WENDY L. MOORE / MOORE BUSINESS RESULTS	04/05/2021	Motion to re-approve recurring expenditure of up to \$600 per month for Moore Business Results for website and social media management for NCWP for Fiscal Year 2020-2021.	General Operations Expenditure	Outreach	\$549.78
3	STEPHANIE DAVIS / HOME TOWN NEWS	04/12/2021	Motion to re-approve recurring expenditure of up to \$875 per month for Hometown News for NCWP monthly newsletter for Fiscal Year 2020-2021.	General Operations Expenditure	Outreach	\$875.00
4	STEPHANIE DAVIS / HOME TOWN NEWS	04/12/2021	Motion to re-approve recurring expenditure of up to \$875 per month for Hometown News for NCWP monthly newsletter for Fiscal Year 2020-2021.	General Operations Expenditure	Outreach	\$875.00
Subtotal: Outstanding						\$3299.78

MAIL CALL
8726 S Sepulveda Blvd Suite D
LOS ANGELES CA, 90045
Ph: 310-649-3919

Mailbox Renewal Notice

▶ **\$210.00 payment due by 3/1/2021**

Mailbox # 3191

THE NEIGHBORHOOD COUNCIL OF
LOS ANGELES, CA, 90045

Notice Date: 2/2/2021
Due Date: 3/1/2021
Term: 3/1/2021 to 3/1/2022

Your Mailbox Service Agreement will expire on the Due Date listed above. Please remit the above amount or select a renewal rate that better fits your needs which include: 1, 3, 6, or 12 month renewal for the better rate. Thank you for your business!

Charges

Current term: 12 months

Mailbox:	\$210.00
Sales tax:	\$0.00
Total:	\$210.00

Charges and rates listed on this notice are based on store rates in effect at the time of this notice.

Mailchimp Invoice MC13241885

Issued to

Paula Gerez
Neighborhood Council of
Westchester/Playa
paula.ncwpdr@gmail.com
Office phone: 310-922-9175
8726 S. Sepulveda Blvd
PMB 191A
Los Angeles, CA 90045

Issued by

Mailchimp
c/o The Rocket Science Group, LLC
675 Ponce de Leon Ave NE
Suite 5000
Atlanta, GA 30308
www.mailchimp.com
Tax ID: US EIN 58-2554149

Details

Order # MC13241885
Date Paid: Mar 21, 2021 12:48 am Los Angeles

Billing statement

Monthly plan	1501 - 2500 subscribers.	\$35.99
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Subtotal	\$35.99
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Tax	\$0.00
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Total	\$35.99
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Paid via Mast ending in 7662 which expires 09/2022 via on March 21, 2021	\$35.99
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Balance as of March 21, 2021	\$0.00
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Save 10% for 3 months on future purchases by enabling [two-factor authentication](#)

If a refund is required, it will be issued in the purchase currency for the amount of the original charge. Sales Tax was not applied to this purchase.

[Looking for our W-9?](#)

[Looking for our United States Residency Certificate?](#)

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
Therapists, clinical supervisors, child psychiatrist, and executive staff	\$ 1,500	\$ 148,971
	\$	\$
	\$	\$

6b) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
Therapeutic materials, professional and administrative supplies and overhead	\$ 0.00	\$ 19,897
	\$	\$
	\$	\$

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
Confirmed funds from foundations and corporations as of 7/1/20	\$ 00.00	\$ 168,868
Balance of funds through special events and other efforts	\$	\$
(See attached)	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 1,500

10a) Start date: 07 / 01 / 20 10b) Date Funds Required: 12 / 01 / 20 10c) Expected Completion Date: 6 / 30 / 21
 (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
Geoff Maleman	Independent Contractor

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*
Eden Garcia-Balis, LMFT CEO *Eden Garcia-Balis* 9/21/20
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*
Laura McGuahey Secretary *Laura McGuahey* 9-21-20
 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

You've almost finished your Neighborhood Purposes Grant application!

One last item, it's an important item that holds equal weight as we review and evaluate grant requests. How will the community learn about your project and your NCWP award that helped make it possible? How will you recognize the Neighborhood Council of Westchester/Playa? As you know, your project must offer a community benefit, improvement and/or enhancement. Please be thoughtful and creative about recognizing the NCWP, your funding partner.

How would you recognize your Neighborhood Council of Westchester/Playa, if awarded a grant?

Airport Marina Counseling Service will recognize the Neighborhood

Council of Westchester/Playa, if awarded a grant, with an article in our

in our e-blast newsletter that goes out to all of our supporters.





Sources of Additional Funding for the At-Risk Kids Program

Our fiscal year just began on July 1, 2020 and we have not received any other grants yet for the program, although we have a number of foundations and corporations that support the program annually.

Timeline for how money will be spent

Grant funds will be taken into revenue upon receipt.

Organization of person responsible for carrying out project

Eden Garcia-Balis, LMFT, Chief Executive Officer at Airport Marina Counseling Service

Airport Marina Counseling Service
At-Risk Kids Program
2020-2021

<u>Activity</u>	<u>Hours per week</u>	<u>Hourly Rate</u>	<u>No. of Weeks</u>	<u>Funder Request</u>	<u>Other Income</u>	<u>Total Budget</u>
Clinical Supervisor (4)	4	37	36	\$1,500	\$19,812	\$21,312
AMCS Therapists (20)	25	45	36		\$810,000	\$810,000
Clinical Director	6	44	52		\$13,728	\$13,728
Associate Clinical Director	4	36	52		\$7,488	\$7,488
Chief Executive Officer	4	52	52		\$10,816	\$10,816
Records Management					\$2,000	\$2,000
Child Psychiatrist	2	62	52		\$6,448	\$6,448
Payroll taxes @10%					\$87,179	\$87,179
Payroll Subtotal					\$957,471	\$958,971
Marketing					\$4,000	\$4,000
Therapeutic materials					\$1,000	\$1,000
Indirect Overhead (10%)					\$14,897	\$14,897
Other Items Subtotal				\$0	\$19,897	\$19,897
Total At-Risk Kids Program Cost				\$1,500	\$977,368	\$978,868

Specific objectives set forth for program youth are below:

1) Conducting comprehensive intakes and assessments for individual mental health counseling for at least 150 youth during the project year.

For a wide array of reasons, it is difficult to get young people to seek out and accept the mental health services they desperately need. Whether it is the stigma seeing a therapist can create among their peer group, the struggle to physically make it to therapy appointments amid their busy schedules or concerns about being able to afford mental health services because their families are more worried about putting food on the table, young people are one of America's least-served populations when it comes to mental health.

Through our At-Risk Kids program, AMCS has been working with young people for decades and has worked hard to tear down the barriers that keep youths from seeking out therapy.

We recognize that mental health services need to be made on-campus in familiar surroundings and in a private and discreet way to be successful. Furthermore, AMCS is cognizant of the financial barriers that often keep children and their families from seeking help, so this program is *free* to the families we serve.

During the abbreviated 2019/2020 school year, AMCS saw 101 students in individual and/or family therapy and group counseling. Through these sessions, which often engaged not only students but also their family members, youth learned to cope, heal and learn critical skills to improve their mental health. Connecting with students on traditionally diverse campuses, the majority of the youth who took advantage of AMCS services in this program identified as Hispanic or African-American. Though our numbers were down about 18% year over year, this was purely a function of the pandemic and the Safer-at-Home order that closed schools across Los Angeles.

In March, when the global pandemic changed the way everyone functioned, AMCS was quick to pivot. The clinic changed its platform of service delivery, offering clients the opportunity to receive counseling online and over the telephone. This shift to telehealth was stressful and abrupt for both our clients and our staff. AMCS interns invested a tremendous amount of effort to adapt to the new situation and then, support their clients through this unprecedented shift in care delivery.

Unfortunately, despite attempting to make contact with each and every family with whom we worked, we did not hear back from some, and others declined continuation of care. In addition, because the school did not have a system in place to refer students remotely, new referrals ceased. Had referrals continued at their traditional pace, the program would have certainly exceeded last year's totals.

Nevertheless, AMCS counselors dealt with a wide range of issues during their therapy sessions, including addiction in the family system, exploring their sexuality, aggressive behavior, peer conflict, wellness care and sexual abuse as well as depression and/or anxiety. Because of the discreet nature in which AMCS therapist work with students on campus, many of these clients were self-referred, and in some cases sought out services in a time of crisis. Developing this on-going level of trust is critical to effectively serving young people.

2) Demonstrating that a minimum of 70% of project participants develop coping mechanisms to reduce negative behaviors such as fighting.

Seventy percent (70%) of AMCS clients improved their well-being as evidenced by an increase in daily functioning or a decrease in symptoms. AMCS therapists routinely dealt with helping students navigate the stressors of school, bullying, communication with their parents, good decision-making, increasing self-esteem, managing anxiety and working through the stages of grief and loss. Their attendance and performance as well as their social, emotional and behavioral functioning is assessed by comparing self-reports, checklists and school records. In addition, client success is also measured by comparing therapist reports at intake, after 8 weeks of counseling, 6 months of counseling and at treatment end using the OQ45.9 Outcome Questionnaire.

Many of the students seen by AMCS therapists were initially identified following an infraction at school or due to a behavioral issue including, but not limited to, using drugs, tardiness or conflict at school. At each off-site location, AMCS strives to and is successful in attracting students from all walks of life, all socio-economic levels and all levels of academic achievement. We welcome every youth equally, regardless of academic performance, or reason for seeking help, and create individual treatment plans for each client.

It is anticipated that traditional student stressors encountered by therapists will, no doubt, be eclipsed by stress related to isolation, learning loss and economic hardships brought about by the extended quarantine period associated with the global pandemic. In that regard, AMCS prides itself on constantly being nimble and flexible so that current needs can be met. AMCS is already working to develop new groups to augment our individual counseling and address on-campus needs related to the impacts of the pandemic for the upcoming schools year. AMCS anticipates that these will be equally as effective as the ones in place during the 2019-2020 school year.

At the request of the Dean of Students, AMCS therapists at Orville Wright Middle School provided a weekly "Lunch Talk Time" session on Mondays for an hour each week. This was a space designed for students who have fallen behind academically or who have incurred several behavioral infractions and had lost motivation to learn or struggled to stay present in class. At times, it was quite a challenge to engage with up to 40 students at a time, but AMCS therapists continued to adapt. Therapists creatively offered various workshops focused on topics such as mindfulness, expressing emotions, and building relationships in order to support the school and provide critical mental health services despite the school's limited resources for these high-need students.

3) Providing Parent Education Classes (10-week series) at least twice during the contact year.

AMCS conducted two Ten-Week Parenting Classes at the BGCV during the 2019/2020 school year, helping adults in the community learn the skills necessary to be more present with their children and make more effective parenting choices in regard to discipline, cooperation and encouragement. Through these classes, parents learn to raise children who are happy, healthy, confident, cooperative, and responsible. Therapists advocate that parents appreciate the uniqueness of each child and use this understanding to create a stronger family bond.

Parents in the Parent Education Classes had children of all ages – from newborn to high school; and the class make-up was very multi-cultural, reflecting the surrounding community. Parents expressed a variety reasons for joining the class and discovered the class in a variety of ways: through flyers posted at AMCS and BGCV, the AMCS website and from referrals by community organizations who are notified through a mass mail out. Some of the parents were self-referred, looking to improve their parenting skills, while others were court-mandated to attend due to domestic violence charges, custody issues, or child welfare issues.

The Parenting Class is taught using Systematic Training for Effective Parenting (STEP), which provides a practical approach to raising children. This class helps parents become aware of their own reactions and attitudes in parenting, while discovering ways to build their child's self-esteem through the process of encouragement. To address many of the parental concerns, an effective discipline system is discussed based on both firmness and kindness. Despite many differences among class members, the class forms a special bond, allowing parents to openly share their concerns and learn that their problems are not unique.

The AMCS therapists facilitating the class are there not only to provide parent education but also to understand each parent's unique situation and provide support. Each class begins using art therapy to help parents relax and unwind after a busy day. The art directive is based on recognizing the strengths and positive attributes of each family and what they hope to accomplish as a family in the future. Homework is typically assigned after every session – a practice that often provides a new insight and understanding of the pressures their own children experience when trying to keep up with today's academic rigor. The class encourages parents to discover self-care practices and fun family time in order to maintain positive connections between children and parents.

The second session of AMCS's Parenting Class was just 5 weeks old when the pandemic hit. Knowing how critical these classes were for the families involved, AMCS did not cancel the class. Instead, AMCS worked with families to complete the remaining sessions online via Zoom. The clients were grateful that AMCS was able to pivot so quickly to telehealth services and maintain continuity so that they could complete their class.

4) List of obstacles encountered, if any, and how they have been approached

Obviously, AMCS encountered the same obstacle as everyone around the world – the spread of the coronavirus and its unprecedented impacts. From school closures to social distancing requirements and the city's Safer-at-Home order, providing mental health services to those in need was very difficult. That said, AMCS worked swiftly to change its service delivery methods, enabling the clinic to continue to serve existing clients via telehealth. It was this quick reaction that enabled AMCS to complete its Parent Class via Zoom and maintain on-going therapy sessions with traditional clients even after the start of the pandemic. Because schools were not as quick to adapt and did not have the necessary resources to connect with students and their families beyond the minimum curricula requirements, AMCS was unable to continue seeing as many students as anticipated through its At-Risk Kids Program. Despite these complications, however, AMCS therapists were able to reach many of the families served through this program and continue to provide services remotely.

5) Overall impressions of where the program is headed.

Unfortunately, the demand for AMCS's At-Risk Kids Program was expected to increase under normal circumstances, but it is quite likely to skyrocket in the aftermath of the current pandemic. Under the best conditions, students are faced with more pressure and higher expectations than ever, while at the same time, they lack the resources and familial support to address their mental health needs. In the wake of the quarantine period, AMCS fully expects a whole new collection of issues to arise among the students it serves.

AMCS is currently gearing up for an anticipated increase in referrals once schools return to on-campus learning. Schools are the de facto mental health system for many children and adolescents, providing referrals for mental health services to 57 percent of adolescents who need care, according to the authors of a recent study published in JAMA Pediatrics. School closures may be especially disruptive for children from lower-income families, who are disproportionately likely to receive mental health services exclusively from schools.

In addition, a broad body of research links social isolation and loneliness to both poor mental and physical health. Former U.S. Surgeon General Vivek Murthy has brought attention to the widespread experience of loneliness as a public health concern in itself, pointing to its association with reduced lifespan and greater risk of both mental and physical illnesses. Additionally, studies of the psychological impact of quarantine during other disease outbreaks indicate quarantines can lead to negative mental health outcomes. There is particular concern about suicidal ideation during this time, as isolation is a significant risk factor for suicide.

In the Kaiser Family Foundation tracking poll conducted in late March, shortly after many stay-at-home orders were issued, researchers found that 47% of those sheltering-in-place reported negative mental health effects resulting from worry or stress related to coronavirus. Of those sheltering-in-place, 21% reported a major negative impact on their mental health from stress and worry about coronavirus, compared to 13% of those not sheltering-in-place. There is no doubt that on-campus mental health services will be critical to our recovery once schools open again, especially since AMCS therapists are often the only source of mental health stability for students who have a difficult family life and, without AMCS, have nowhere else to turn.

Fortunately, AMCS continues to make its At-Risk Kids Program a primary focus, wanting to serve as many youth as possible and constantly adapting to a changing environment to provide the kinds of therapy groups that are most effective among our young people. AMCS's goal is to provide a continuum of mental health care support from Kindergarten to 12th grade, allowing each school to feed into the next seamlessly and effectively so that students can continue to get the help they need. We believe the program will continue to provide services that students cannot get anywhere else, enabling them to improve their lives in a safe, supportive and cost-effective way. Our therapists are committed to making a difference every day, and we expect this program will continue to grow.

Internal Revenue Service

Department of the Treasury

District
Director

300 N. Los Angeles Street, MS 7043
Los Angeles, CA 90012

AIRPORT MARINA COUNSELING SERVICE
7891 LA TIJERA BLVD.
LOS ANGELES, CA 90045-3133

Person to Contact:
L BARRAGAN
Telephone Number:
(213) 894-2336
Refer Reply to:
EO(0807)98
Date:
AUGUST 25, 1998
EIN: 95-2224149

Dear Taxpayer:

This letter is in response to your request for a copy of the determination letter for the above named organization.

Our records indicate that this organization was recognized to be exempt from Federal income tax in SEPTEMBER 1963 as described in Internal Revenue Code Section 501(c)(3). It is further classified as an organization that is not a private foundation as defined in Section 509(a) of the Code, because it is an organization described in Section 170(b)(1)(A)(iii).

The exempt status for the determination letter issued in SEPTEMBER 1963 continues to be in effect.

If you need further assistance, please contact our office at the above address or telephone number.

Sincerely,



Disclosure Assistant

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Neighborhood Council of Westchester/Playa

Meeting Date: December 8, 2020

Budget Fiscal Year: 2020-2021

Agenda Item No: 8.2

Board Motion and/or Public Benefit Statement (CIP and NPG):

Motion to approve grant request from Airport Marina Counseling Services in the amount of \$1,500 to be used for the at-risk kids in Westchester schools only.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Gregg Aniolek	Residential 2		x				
Scott Carni	Youth Organizations		x				
Michele Cooley-Strickland	Residential 1	x					
Tom Flintoft	Residential 8		x				
Paula Gerez	Income Property					x	
Ted Grouse	At Large-Affirmation	x					
George Herrera	At Large 3	x					
Andrew Kamm	Education	x					
Jennifer Kingshott	Residential 14		x				
Brian Lockwood	Residential 15	x					
John Logsdon	Residential 10				x		
Geoff Maleman	Business 90045						x
David Mannix	Residential 6	x					
Dennis Miller	Residential 11		x				
Fred Puza	LMU	x					
Julie Ross	At Large 1		x				
Glenda Silva	LAX			x			
Zach Siglow	Residential 3	x					
Garrett Smith	At Large 2	x					
Cord Thomas	Residential 9		x				
Heather Tuttle	Residential 4	x					
David Voss	Community Organizations		x				
Naomi Waka	Senior Citizens	x					
Andrew Watkins	Residential 5		x				
Sylvia Wilson	Residential 7	x					
Board Quorum: 16	Total:	12	9	1	1	1	1

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

DocuSigned by:
 Authorized Signature:
 Print/Type Name: Paula Gerez

DocuSigned by:
 Authorized Signature:
 Print/Type Name: Naomi Waka

Date: 12/10/2020

Date: 12/10/2020



Invoice #2021 0301 NCWPDR
Number

Date March 1, 2021

Ms. Paula Gerez
Neighborhood Council of
Westchester Playa
8726 S. Sepulveda Blvd. PMB A191
Los Angeles, CA 90045

Please remit to:

Moore Business Results
19300 Rinaldi St. #7524
Northridge, CA 91327

818 252-9399
<http://www.moorebusinessresults.com/>
City of LA Tax #549794-29

Communications Services	\$595.00
Total Amount Due:	\$595.00

Thank you for your business. We appreciate working with you.
Please pay within 21 days of invoice date. There will be a 1.5% charge per month on late payments. Returned checks are \$25.

Date	Details	Hours
2/2/2021	Update on density bonus on news. Schools talk on calendar. Add Board meetings and Feb committee meetings.	0.92
2/4/2021	Food pantry article, start correcting broken links	0.75
2/5/2021	Agendas, candidate info session	0.58
2/6/2021	Eblast	0.34
2/14/2021	Eblast	0.25
2/15/2021	Correct broken links, eblast	0.58
2/18/2021	Imperial hwy blast	0.83
2/20/2021	Add meetings to calendar	0.17
2/22/2021	Link agenda and meeting. Eblast	0.58
	Total	5.00

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Neighborhood Council of Westchester/Playa

Meeting Date: September 1st, 2020

Budget Fiscal Year: 2020-2021

Agenda Item No: 4.3

Board Motion and/or Public Benefit Statement (CIP and NPG):

Motion to re-approve recurring expenditure of up to \$600 per month for Moore Business Results for website and social media management for NCWP for Fiscal Year 2020-2021.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Gregg Aniolek	Residential 2	x					
Scott Carni	Youth Organizations	x					
Michele Cooley-Strickland	Residential 1	x					
Sue Fisher	Religious	x					
Tom Flintoft	Residential 8	x					
Paula Gerez	Income Property					x	
Ted Grouse	At Large-Affirmation				x		
George Herrera	At Large 3	x					
Andrew Kamm	Education	x					
Jennifer Kingshott	Residential 14	x					
John Logsdon	Residential 10	x					
Geoff Maleman	Business 90045	x					
David Mannix	Residential 6	x					
Dennis Miller	Residential 11	x					
Fred Puza	LMU	x					
Julie Ross	At Large 1	x					
Glenda Silva	LAX			x			
Zach Siglow	Residential 3	x					
Garrett Smith	At Large 2	x					
Cord Thomas	Residential 9	x					
Jack Topal	Service Organizations	x					
Heather Tuttle	Residential 4	x					
David Voss	Community Organizations	x					
Naomi Waka	Senior Citizens	x					
Andrew Watkins	Residential 5	x					
Sylvia Wilson	Residential 7	x					
Board Quorum: 16	Total:	23		1	1	1	

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

DocuSigned by:
 Authorized Signature:
 Print/Type Name: Paula Gerez

DocuSigned by:
 Authorized Signature:
 Print/Type Name: Naomi Waka

Date: 9/5/2020

Date: 9/5/2020

**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: Neighborhood Council of Westchester/Playa

SECTION I - APPLICANT INFORMATION

1a) YMCA of Metropolitan Los Angeles 95-1644052 California January 1988
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) 4301 W. 3rd St. Los Angeles CA 90020
Organization Mailing Address *City* *State* *Zip Code*

1c) 8015 South Sepulveda Boulevard Los Angeles CA 90045
Business Address (if different) *City* *State* *Zip Code*

1d) **PRIMARY CONTACT INFORMATION:**
John Loussararian 310 981 5347 johnloussararian@ymcaLA.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) Westchester Family YMCA / 8015 South Sepulveda Boulevard Los Angeles CA 90045
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 Westchester Family YMCA requests funds to support the continued COVID-19 pandemic response activities of providing a hygiene program for individuals and families experiencing homelessness, as well as providing daily essentials to these community members such as food and meals, clothing, towels and toiletries.
- 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)**

Financial support would enable the Westchester Family YMCA staff to continue providing this emergency programming in response to COVID-19. On average, our Y provides essentials to 200 individuals who are experiencing homelessness who utilize our hygiene program every week.



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
	Staffing to implement the continued COVID-19 pandemic response activities	\$ 2,500	\$37,000
	to provide neighbors who are experiencing homelessness with essentials	\$	\$
	such as food, toiletries, towels, and supplies.	\$	\$
6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

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: \$ 2,500

10a) Start date: 11 / 16 / 2020 10b) Date Funds Required: 11 / 16 / 2020 10c) Expected Completion Date: 12 / 31 / 2020
 (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
Ted Grose	Westchester Family YMCA Board of Managers Member

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*

John Loussararian Executive Director  9/14/2020
 PRINT Name Title Signature Date

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

Khathy Hoang Senior Director of Development  9/11/2020
 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



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

12/23/2020

Neighborhood Council of Westchester / Playa
Naomi Waka
8726 S. Sepulveda Blvd PMB 191A
Los Angeles, CA 90045

Dear Naomi,

Thank you for your advocacy of the Westchester Family YMCA. Contributed support from our community and stakeholders are essential to our sustained efforts in serving the critical community needs of our community. Thank you and our friends on the Neighborhood Council of Westchester / Playa (NCWP) Board for your generous support of our outreach to our unsheltered neighbors. The \$2,000 approved by the NCWP board of the original \$2,500 requested will be used to supplement our Shower Program with supply and staffing costs in coordinating our efforts with the community in providing clothing, food and hygiene products in an effort to provide for the daily essentials of our unsheltered participants.

We look forward to our continued partnership with you and the Neighborhood Council Board in serving the needs of our community. Wishing you and your loved ones happy and healthy holidays!

In service,

John Loussararian
Senior Executive Director
Westchester Family YMCA

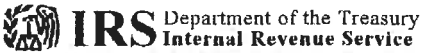
You've almost finished your Neighborhood Purposes Grant application!

One last item, it's an important item that holds equal weight as we review and evaluate grant requests. How will the community learn about your project and your NCWP award that helped make it possible? How will you recognize the Neighborhood Council of Westchester/Playa? As you know, your project must offer a community benefit, improvement and/or enhancement. Please be thoughtful and creative about recognizing the NCWP, your funding partner.

How would you recognize your Neighborhood Council of Westchester/Playa, if awarded a grant?

The Westchester Family YMCA recognizes our donors and community partners through a number of ways, including social media posts, recognition on our donor wall prominently placed in the YMCA's Courtyard which is updated annually, and invitation to our Donor Recognition Social hosted annually in May, just to name a few.





Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248156166
July 05, 2011 LTR 4168C E0
95-1644052 000000 00

00015660

BODC: TE

YOUNG MENS CHRISTIAN ASSOCIATION
OF METROPOLITAN LOS ANGELES
METROPOLITAN LOS ANGELES
625 S NEW HAMPSHIRE AVE
LOS ANGELES CA 90005-1342

Employer Identification Number: 95-1644052
Person to Contact: MR GALLUPPI
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your June 23, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in January 1988.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

TO: YOUNG MEN'S CHRISTIAN ASSOCIATION
OF METROPOLITAN LOS ANGELES
625 S NEW HAMPSHIRE AVE
LOS ANGELES CA 90005-1342

0248156166
July 05, 2011 LTR 4168C E0
95-1644052 000000 00
00015661

**YOUNG MEN'S CHRISTIAN ASSOCIATION
OF METROPOLITAN LOS ANGELES
METROPOLITAN LOS ANGELES
625 S NEW HAMPSHIRE AVE
LOS ANGELES CA 90005-1342**

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



**S. A. Martin, Operations Manager
Accounts Management Operations**

Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Neighborhood Council of Westchester/Playa

Meeting Date: December 8, 2020

Budget Fiscal Year: 2020-2021

Agenda Item No: 8.3

Board Motion and/or Public Benefit Statement (CIP and NPG):

Motion to approve grant request from Westchester YMCA in the amount of \$2,000 to support the homeless within Westchester.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Gregg Aniolek	Residential 2	x					
Scott Carni	Youth Organizations	x					
Michele Cooley-Strickland	Residential 1	x					
Tom Flintoft	Residential 8			x			
Paula Gerez	Income Property					x	
Ted Grouse	At Large-Affirmation						x
George Herrera	At Large 3	x					
Andrew Kamm	Education	x					
Jennifer Kingshott	Residential 14	x					
Brian Lockwood	Residential 15	x					
John Logsdon	Residential 10				x		
Geoff Maleman	Business 90045	x					
David Mannix	Residential 6	x					
Dennis Miller	Residential 11		x				
Fred Puza	LMU	x					
Julie Ross	At Large 1	x					
Glenda Silva	LAX			x			
Zach Siglow	Residential 3	x					
Garrett Smith	At Large 2	x					
Cord Thomas	Residential 9	x					
Heather Tuttle	Residential 4	x					
David Voss	Community Organizations		x				
Naomi Waka	Senior Citizens	x					
Andrew Watkins	Residential 5	x					
Sylvia Wilson	Residential 7	x					
Board Quorum: 16	Total:	18	2	2	1	1	1

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

DocuSigned by:
 Authorized Signature:
 Print/Type Name: Paula Gerez

DocuSigned by:
 Authorized Signature:
 Print/Type Name: Naomi Waka

Date: 12/10/2020

Date: 12/10/2020

Hometown News
 8939 S. Sepulveda Blvd., Ste. 110 #745
 Los Angeles, CA 90045
 (310) 753-0317

Invoice

To:
 Naomi Waka, Treasurer
 Neighborhood Council of Westchester/Playa
 8726 S. Sepulveda Blvd. PMB A191
 Westchester, CA 90045

Invoice 3896

Amount Due	Amount Enc.
\$875.00	

Date	Transaction	Amount	Balance
02/18/21	February 2021 NCWP Newsletter for HomeTown News	\$875.00	\$875.00

CURRENT	1-30 Days Past Due	61-90 Days Past Due	Over 90 Days Past Due	Amount Due
\$875.00				\$875.00

“If you do not take an interest in the affairs of your government,
then you are doomed to live under the rule of fools.”

CWP~ Plato



NCWP Election: Candidate Filing Period Opens February 6

Run for a Board Seat!

The Neighborhood Council of Westchester/Playa (NCWP) is one of Los Angeles' 99 Neighborhood Councils, the grassroots arm of city government. Our board is comprised of 31 Director Seats representing stakeholders that include residents, businesses, and other community organizations. Board members are elected by stakeholders and serve as volunteers. This voting cycle half of the seats are up for election. The specific qualifications for each of those 15 Board seats can be found on our website.

As an official advisory body to Los Angeles City government, our mission is to increase civic engagement and make the city more responsive to local needs. We monitor the city budget, the delivery of city services, and generally, act as a liaison between the community and city elected officials and departments. Attend some of our board and committee meetings to learn more about issues we are tackling.

Candidate Information

The **Candidate Filing Period** for our Neighborhood Council opens February 6 and closes March 23. Candidates must complete an application and verify their eligibility. This can be done via the on-line The NC Candidate Filing Portal or by completing a paper application. The on-line portal includes useful reference resources found by visiting: <https://clerk.lacity.org/candidate-filing>

The paper 2021 Candidate Filing Application can be found on our website. If using the paper application, submit it via mail, email or fax with the required supporting documentation. To learn more about running for a board seat, attend a Candidate Info Session hosted by the City of Los Angeles Department of Neighborhood Empowerment, and the City Clerk's Elections team. To view a list of dates and RSVP for a session visit: www.NCevents.Eventbrite.com

Sessions are held via Zoom. Details to join online or by phone are shared in your RSVP confirmation. You'll learn about:

- campaigning safely and successfully during a pandemic
- connecting with voters in this year's Vote-By-Mail elections
- advocating for issues you're passionate about
- writing your personal statement & developing talking points
- filling out your candidate application

Everyone who RSVPs will receive a copy of the slideshow; a link to the session recording; and other important election resources, so sign up to join the mailing list, even if you aren't sure you can attend.

The 2021 NCWP Election is Vote-by-Mail Only

Election Day is June 8th and all ballots must be postmarked by Election Day.
Stakeholders must APPLY to VOTE and to receive a ballot.

Stakeholder Voter Information

Because of COVID-19 and public health and safety concerns, the City Clerk is implementing an all Vote-By-Mail model for all Neighborhood Councils for 2021.

The stakeholder **Vote-by-Mail Ballot Request Period** for our Neighborhood Council will open April 9th and close June 1st. Voters must apply for a ballot and provide documentation of stakeholder eligibility. This can be done on-line or via a paper application once the Ballot Request Period opens. Please visit our website for details about this process at that time.



Next Neighborhood Council of Westchester/Playa Monthly Board Meeting:

6:30 p.m., Tuesday, March 3, 2021

via Zoom



www.ncwpdr.org • 213.473.7023



Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Neighborhood Council of Westchester/Playa

Meeting Date: September 1st, 2020

Budget Fiscal Year: 2020-2021

Agenda Item No: 4.5

Board Motion and/or Public Benefit Statement (CIP and NPG):

Motion to re-approve recurring expenditure of up to \$875 per month for Hometown News for NCWP monthly newsletter for Fiscal Year 2020-2021.

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
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Michele Cooley-Strickland	Residential 1	x					
Sue Fisher	Religious	x					
Tom Flintoft	Residential 8	x					
Paula Gerez	Income Property					x	
Ted Grouse	At Large-Affirmation				x		
George Herrera	At Large 3	x					
Andrew Kamm	Education	x					
Jennifer Kingshott	Residential 14	x					
John Logsdon	Residential 10	x					
Geoff Maleman	Business 90045	x					
David Mannix	Residential 6	x					
Dennis Miller	Residential 11	x					
Fred Puza	LMU	x					
Julie Ross	At Large 1	x					
Glenda Silva	LAX			x			
Zach Siglow	Residential 3	x					
Garrett Smith	At Large 2	x					
Cord Thomas	Residential 9	x					
Jack Topal	Service Organizations	x					
Heather Tuttle	Residential 4	x					
David Voss	Community Organizations	x					
Naomi Waka	Senior Citizens	x					
Andrew Watkins	Residential 5	x					
Sylvia Wilson	Residential 7	x					
Board Quorum: 16	Total:	23		1	1	1	

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

DocuSigned by:
 Authorized Signature:
 Print/Type Name: Paula Gerez

DocuSigned by:
 Authorized Signature:
 Print/Type Name: Naomi Waka

Date: 9/5/2020

Date: 9/5/2020