

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: Tarzana Neighborhood Council

SECTION I - APPLICANT INFORMATION

1a) Portola Middle School 95-6006405
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) 18720 Linnet St. Tarzana CA 91356
Organization Mailing Address *City* *State* *Zip Code*

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

1d) **PRIMARY CONTACT INFORMATION:**
Javier Tapia, principal (818) 654-3300 jtapia1@lausd.net
Name *Phone* *Email*

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

3) _____
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:
 Portola Middle School is dedicated to improving the teaching and learning of Civic Leadership and understanding in the classroom to create a state-of-the-art Mock Trial program here at Portola. This program is run through our Elective Department and open to all students. Overwhelming student interest allows us to fill our team to maximum capacity, including up to 3 courtroom artists and 3 court reporters. Our purpose is to teach students debate techniques, civil responsibility, public speaking skills, the various courtroom personnel roles and expectations, and inform students of their civic duties and rights in our country. This program has been and continues to be a great benefit to all types of diverse learners at our school, and it helps build students into our country's future leaders.

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)
 This grant will be used primarily to support the program costs, class materials, and teacher training and extra time (x-time) outside of the classroom and school day. Additionally, the program helps students consider different career paths and gives them speaking and critical thinking skills for any career path. The Mock Trial program encourages the importance of multiple perspectives, socio-economic status and how it correlates to defense and courtroom procedure. Students learn to advocate for others and become leaders among their peers who help to implement change in our communities.

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
Teacher: Mrs. Weber (x-time to plan and prepare students) - 20 hours	\$ 1000	\$ 1000
chaperone (librarian Ms. Sweet) (time to assist preparing students and accompany on trips - 8 hours)	\$ 400	\$ 400
	\$	\$

6b) **Non-Personnel Related Expenses**

	Requested of NC	Total Projected Cost
competition enrollment	\$ 700	\$ 700
Mock Trial materials and competition field trip costs	\$ 1800	\$ 1800
	\$	\$

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: \$ 3900

10a) Start date: 6 / 15 / 24 10b) Date Funds Required: 6 / 15 / 24 10c) Expected Completion Date: 6 / 14 / 25
 (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
Ms. Sylvia Bedrossian (She has contacted the city attorney)	parent of former students in English (7th) grade

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*
 Javier Tapia Principal [Signature] 2-79-24
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*
 Becky Garcia Assistant Principal [Signature] 2/28/24
 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



LOS ANGELES UNIFIED SCHOOL DISTRICT

**Gaspar de Portola Charter Middle School,
Academy of Integrated Arts & Technology,
and Highly Gifted Magnet**

18720 Linnet Street, Tarzana, California 91356
Phone (818) 654-3300 Fax (818) 996-0292
<https://portolams.org>

J. Tapia
Principal

R. Garcia
Assistant Principal

M. Park
Assistant Principal

K. Perry
Assistant Principal



February 14, 2024

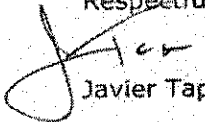
Encino Neighborhood Council Education Committee,

Thank you for your consideration regarding the funding of our Mock Trial Program at Portola Middle School. I believe this new program will positively impact the community through the teaching and learning of Civics. The program will also offer a career snapshot of our legal system and the importance of fairness, equity and advocacy within our court system. The class will teach students public speaking skills, research, advocacy, perspective and the importance of their voice.

We plan to use the funds for teacher training/preparation, purchase/copying of mock trial cases and a bus for a field-trip to the Van Nuys Court House. The Mock Trial Program will be run through our elective program and will be open to all students. The Program will begin in the fall of 2024.

Thank you again for your consideration, we look forward to your response.

Respectfully,


Javier Tapia

Final Details for Order #
Print this page for your records.

2-1

Order Placed: March 2, 2024
Amazon.com order number:
Order Total: \$490.55

Shipped on March 4, 2024

Items Ordered	Price
1 of: Tamperproof Lockable Notice Board with Aluminium Framed, Gray Fabric Bulletin Boards Cabinet, 48 x 36 Inch (16 x A4), 10 Colorful Push Pins Included for Display and Presentation	\$150.00
Sold by: XIWODE (seller profile)	
Supplied by: XIWODE (seller profile)	

SALES TAX 14.75
164.75

Condition: New

Shipping Address:
Susan Lord

United States

Shipping Speed:
FREE Prime Delivery

Shipped on March 4, 2024

Items Ordered	Price
1 of: Tamperproof Lockable Notice Board with Aluminium Framed, Gray Fabric Bulletin Boards Cabinet, 48 x 36 Inch (16 x A4), 10 Colorful Push Pins Included for Display and Presentation	\$150.00
Sold by: XIWODE (seller profile)	
Supplied by: XIWODE (seller profile)	

SALES TAX 14.75
164.75

Condition: New

Shipping Address:
Susan Lord

United States

Shipping Speed:
FREE Prime Delivery

Shipped on March 2, 2024



Items Ordered	Price
1 of: Samsung HW-B550/ZA 2.1ch Soundbar with Dolby Audio, DTS Virtual:X, Subwoofer Included, Adaptive Sound Lite, Bluetooth Multi-Device Connection, Wireless Surround Compatible, 2022, Black	\$147.99
Sold by: SKG USA (seller profile)	
Supplied by: SKG USA (seller profile)	

SALES TAX 14.06
162.05

TNC AMAZON 3.2.24

Condition: New

2-2

Shipping Address:

aaron Kniep Sunflower Village
18616 TOPHAM ST
TARZANA, CA 91335-6801
United States

Shipping Speed:

FREE Prime Delivery

Payment information

Payment Method:

Mastercard ending in

Billing address

aaron Kniep Sunflower Village
18616 TOPHAM ST
TARZANA, CA 91335-6801
United States

Credit Card transactions

Item(s) Subtotal: \$447.99
Shipping & Handling: \$0.00

Total before tax: \$447.99
Estimated tax to be collected: \$42.56

Grand Total: \$490.55



MasterCard ending in
: March 2, 2024: \$162.05
: March 4, 2024: \$328.50

To view the status of your order, return to Order Summary.

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amazon

English

United States

Help

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Final Details for Order #113-1523832-0069058
Print this page for your records.

1-1

Order Placed: March 2, 2024
Amazon.com order number: 113-1523832
Order Total: \$538.72

Shipped on March 3, 2024

Items Ordered **Price**
1 of: *VEVOR 10x20 FT Pop up Canopy with Removable Sidewalls, Instant Canopies Portable Gazebo & Wheeled Bag, UV Resistant Waterproof, Enclosed Canopy Tent for Outdoor Events, Patio, Backyard, Party, Parking* \$245.99
Sold by: Amazon.com Services, Inc
Supplied by: Other

Condition: New

Shipping Address:
Susan Lord
United States

Shipping Speed:
Standard Shipping

Shipped on March 3, 2024


Items Ordered **Price**
1 of: *VEVOR 10x20 FT Pop up Canopy with Removable Sidewalls, Instant Canopies Portable Gazebo & Wheeled Bag, UV Resistant Waterproof, Enclosed Canopy Tent for Outdoor Events, Patio, Backyard, Party, Parking* \$245.99
Sold by: Amazon.com Services, Inc
Supplied by: Other

Condition: New

Shipping Address:
Susan Lord
-4417
United States

Shipping Speed:
Standard Shipping

Payment information

Payment Method: 
Discover ending in

Billing address
SUSAN T LORD

United States

Item(s) Subtotal:	\$491.98
Shipping & Handling:	\$0.00

Total before tax:	\$491.98
Estimated tax to be collected:	\$46.74

Grand Total:	\$538.72



Minuteman Press
20648 Ventura Blvd.
Woodland Hills, CA 91364
Phone: 818-348-2300 / Fax: 818-348-2303
Web: woodlandhills-ca.minutemanpress.com
E-mail: mmpwoodlandhills@gmail.com

Quotation

3/8/2024

Bill to: Tarzana Neighborhood Council
PO Box 571016
Tarzana, CA 91357

Phone: 818-912-0602
Mobile Phone: 818-912-0602
Email: etti.wieder@yahoo.com

Ship to: Tarzana Neighborhood Council
PO Box 571016
Tarzana, CA 91357

Phone: 818-912-0602
Mobile Phone: 818-912-0602
Email: etti.wieder@yahoo.com

Where Quality and Service Make The Difference

500 Brochures - 8.5 x 11 - 100# Gloss Text - 4/1 - Tri-Fold (Job ID 76620)

Total: \$159.54

Salesperson: Craig & Garth Sanders

Taxes are not included.
Thank you for the opportunity to serve you. Quote valid for 30 days.

50% Deposit, COD

TNC MINUTEMAN QUOTE 3-8-24

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APPLICATION for Neighborhood Purposes Grant (NPG)**



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Name of NC from which you are seeking this grant: Tarzana Neighborhood Council

SECTION I - APPLICANT INFORMATION

1a) Woodland Hills Tarzana Chamber of Commerce Community Benefit Foundation
DBA: West Valley Warner Center Chamber of Commerce Community Benefit Foundation 45-0975689 CA 5/10/2011
Organization Name **Federal I.D. # (EIN#)** **State of Incorporation** **Date of 501(c)(3)
Status (if applicable)**

1b) PO Box 1 Woodland Hills CA 91365
Organization Mailing Address **City** **State** **Zip Code**

1c) 6100 Topanga Canyon Woodland Hills CA 91367
Business Address (if different) **City** **State** **Zip Code**

1d) PRIMARY CONTACT INFORMATION:

Diana Williams CEO 818-347-4737 diana@woodlandhillscb.net
Name **Phone** **Email**

2) Type of Organization- Please select one:

- Public School (not to include private schools) **Attach Signed letter on School Letterhead** **or** 501(c)(3) Non-Profit (other than religious institutions) **Attach IRS Determination Letter**

3) 6100 Topanga Canyon Woodland Hills CA 91367
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 Tarzana NC and Woodland Hills Tarzana Chamber of Commerce CBF are co-sponsoring the 11th Annual Earth Day Celebration & Poster Contest on Saturday, April 13, 2024 at the

Tarzana Recreation Center in Tarzana. Five (5) local schools are participating in the Poster Contest, which is themed, "Make Every Day Earth Day!"

Each school is being granted \$250 to purchase art supplies.

The estimated number of participants is 1,180 students.

1. Wilbur Charter for Enriched Studies, 5213 Crebs Ave., Tarzana, CA 91356, contact: Principal Ms. Crystal Shirley
2. Nestle Avenue Charter, 5060 Nestle Ave., Tarzana, CA 91356, contact: Principal Ms. Cheryl Gray-Sortino
3. Portola Charter Middle School, 18720 Linnet St., Tarzana, CA 91356, contact: Ms. Suzanne Miller, Gate Counselor/Coordinator
4. Sherman Oaks Center for Enriched Studies, 18605 Erwin St., Tarzana, CA 91335, contact: Ms. Emily Michaels, Visual Arts, VAPA Department Chair, SOCES Magnet
5. Tarzana Elementary School, 5726 Topeka Dr., Tarzana, CA 91356, contact: Principal Mr. Thomas Ramirez

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 \$250 grant per school (\$1,250) will enhance the participating students learning experience and appreciation for Earth Day while also promoting the creative arts. In addition,

the Posters will be on display at the Earth Day Celebration. The theme

"Mother Earth Handle with Care" is meant to encourage parents and the public to Reduce, Reuse and Recycle

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
None	\$	\$
	\$	\$
	\$	\$

6b) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
\$250 art grant for each of (5) Terraza schools, participating in the Earth Day celebration and Poster contest	\$ 1250	\$ 1250
	\$	\$
	\$	\$

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: \$1250

10a) Start date: 11/16/22 10b) Date Funds Required: 04/15/2023 10c) Expected Completion Date: 04/15/2023
 (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***

Diana Williams CEO _____  _____ 01/10/24
 PRINT Name Title Signature Date

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

Paul Lawler CBF Board President _____  _____ 01/10/24
 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

Handwritten initials