

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 (NC), upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment.

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

SECTION I - APPLICANT INFORMATION

1a) WH-Tarzana Community Benefit Foundation 45-0775689 CA 5/10/11
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) PO Box 1 Woodland Hills CA 91365-0001
Organization Mailing Address *City* *State* *Zip Code*

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

1d) **PRIMARY CONTACT INFORMATION:**
Diana Williams 818-347-4737 diana@woodlandhillscs.net
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 Grant Request on School Letterhead **Attach IRS Determination Letter**

3) 6100 Topanga Canyon Blvd. Woodland Hills CA 91367
Name / Address of Affiliated Organization *City* *State* *Zip Code*
(if applicable)

SECTION II - PROJECT DESCRIPTION

- 4) **Please describe the purpose and intent of the grant.**
 The Tarzana Neighborhood Council and the Woodland Hills-Tarzana Community Benefit Foundation are co-sponsoring the 5th Annual Earth Day Celebration and Art Poster Contest on Saturday April 9th, 2016 at the Tarzana Recreation Center.
- 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)
 (6) Tarzana Schools are participating in an art poster contest encouraging youth to take care of earth and to make a difference. This year's theme is to empower children to participate in keeping the air we breath clean and to take care of our environment. Be a Force of Nature. Protect our environment. It will also create an awareness of the importance of art in schools. Each participating school will receive a \$250 art grant.

SECTION III - PROJECT BUDGET OUTLINE

6a) Personnel Related Expenses	Requested of NC	Total Projected Cost

6b) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
\$250 art grant for the following 6 schools:		
Vanalden Avenue Elementary School, Wilbur Charter for Enriched Academics, Tarzana Elementary School, Portola Middle School, Nesile Avenue Elementary Charter School, and Sherman Oaks Center for Enriched Studies (SCEES)	\$1,500	

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in box 4 above contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes, please describe:

Source of Funding	Amount	Total Projected Cost

9) What is the TOTAL amount of the grant funding requested with this application: \$1500

10a) Start date: 02/15/2016 10b) Date Funds Required: 03/15/2016

10c) Expected completion date: 04/09/2016 (After completion of the project, the applicant must submit a follow-up form to the Neighborhood Council and the Department of Neighborhood Empowerment)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a former or existing relationship with a Board Member of the NC?
 No 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 Department 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 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 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 Executive Director *Diana Williams* 02/15/2016
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*
Paul Lawler Corporate Secretary *Paul Lawler* 02/15/2016
 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the Department at (213) 978-1551 for instructions on completing this form