

# 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) Tarzana Community & Cultural Center 91-2147033 California 2002  
Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)

1b) 19130 Ventura Blvd Tarzana CA 91356  
Organization Mailing Address City State Zip Code

1c) \_\_\_\_\_  
Business Address (if different) City State Zip Code

### 1d) PRIMARY CONTACT INFORMATION:

Claire Bloom 818-705-1286 Info@MyTarzana.Org  
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.

The grant will be used to help fund our summer children's garden program. This will be the fourth consecutive year that we are offering the program to kids in our community ages 4-12 free of charge. It consists of five 3-hour workshops, one day per week, that engage students in hands-on learning with a specific focus on plant science, nutrition from the garden and composting. In this program children learn: (continued on addendum #1)

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 program has a direct and continuous effect on this community. It provides a safe learning summer camp that promotes continued academic practice to its participants, supporting the state learning standards for students in pre-K through 6<sup>th</sup> grade. Our structured science learning activities incorporate vocabulary development, listening and speaking skills and cooperative learning strategies. Art and music, related to the core science themes, are also integrated into the program. Students leave better understanding the importance of understanding plant life, creating a food source with their families, and having a deeper value of our natural world. (Continued on addendum #2)

TNC NPG TCCC 5-7-24

**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
Program Director - Elizabeth Ostrom	\$ 800	\$ 1500
Art Instructor - Leslie Hamilton	\$ 200	\$ 400
	\$	\$

  

6b) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
Supplies (see itemized budget attached)	\$ 2000	\$ 3288
	\$	\$
	\$	\$

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 of funding? (Including NPG applications to other NCs)  No  Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
West Valley Nursery	\$ 1,000	\$ 2,100
Carter Station Artist Materials	\$ 200	\$ 375
U.S. Bank	\$ 500	\$ 500

9) What is the TOTAL amount of the grant funding requested with this application: \$ 3,000

10a) Start date: 06/27/24 10b) Date Funds Required: 07/01/24 10c) Expected Completion Date: 08/01/24  
(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
Leonard Shaffer	Former Board Member of TCC

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\*  
Claire Bloom PRINT Name      Executive Director Title      Claire Bloom Signature      5/7/24 Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED\*  
Sydney Wilkinson Whitehead PRINT Name      Secretary Title      Sydney Wilkinson Whitehead Signature      05/07/2024 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 [clark.ncfunding@lacity.org](mailto:clark.ncfunding@lacity.org) for instructions on completing this form

## ADDENDUM #1 (Continued from Pg. 1)

- How to grow their own food and prepare healthy organic meals from vegetables grown in the garden
- About the value of native plants to our Southern California landscape, how they help to aid in water conservation and their other benefits to the environment
- The science behind plants, pollinators, and organic gardening, plus lessons in composting
- To create visual art projects that reflect the world of plants and pollinators as a creative and educational exercise. Music is also incorporated into the program.

The curriculum, which has been designed and updated by Master Gardener Elizabeth Olstrom (who is also a full-time garden instructor for LAUSD) focuses on teaching kids in a fun, engaging manner that inspires them to care about gardening, native plants, pollinators and growing healthy foods. To make these workshops available to ALL children in the community, we do specific outreach to schools that have a high percentage of low-income families, along with promoting the event on our website, in our newsletter, on our marquee, and through flyers at local schools.

This grant will help us pay for materials and personnel to properly run the program. It will help fund the stipends for the Program Director and Art Teacher; help to pay for gardening supplies, art supplies, gardening tools, seeds, plants, pots, work tables, and many other necessary supplies (see attached itemized budget, Addendum #3).

In the past 3 years we have had approximately 300 kids attend our program each summer. The cost to run the program each year is approximately \$5,000. So far, we have been able to run this program with the help of our donors, various sponsors, and funding from City Councilmember Bob Blumenfield and LA County Social Programs funding, with TCCC and our key sponsor West Valley Nursery paying the balance.

Sponsors who have supported us in the past for this project include the Farmers Market organization Raw Inspiration, which gave us a \$5,000 grant our first year and helped us to create and develop the area now used as The Children's Garden; One West Bank, which gave us a \$10,000 grant in 2022 to build a greenhouse; the SFV Audubon Society, which granted us \$5,000 as an interpretative sign sponsor for our "Native Birds of Tarzana" sign, and West Valley Nursery, which has donated raised beds and thousands of dollars worth of gardening supplies over the past three years. We have also received multiple grants from the County to help fund the building of the Children's Garden space, including an art shed, the entrance, lighting, and interpretative signs. Art supplies have been donated in the past from Carter Sexton Artist Materials. And now, in our fourth year of implementing the program, we are asking you to help us with this vital community program for children.

In summary, the intent of the program is to provide a real-life context for science education: focusing on the 7 things that all plants need, the botany behind gardening, and learning to

## ADDENDUM # 1 (CONT'D)

prepare nutritious meals and snacks from their successful gardening. Another component of the program is to build young students' ability to connect with nature at our facility, to engage their five senses, work cooperatively and to significantly increase their environmental awareness and to experience surprise/wonder/awe.

The (#) key success indicators for our project are:

- Increase children's interest in the natural world
- Engage children experientially so they want to learn
- Create a sense of personal responsibility to care for the garden
- Parental involvement
- Continue planting at home with materials provided to each student

## ADDENDUM #2 (Continued from Pg. 1)

There are two other important groups in our program that speak to its impact on our community. High School students come to help volunteer with the younger students but also participate in the science of plants and gardening as well, bringing their new knowledge to their own homes and schools. Many of the high school student volunteers choose to return to the program and recruit other friends to volunteer. Parents with young students often bring the younger siblings to the grounds on the day of the programs. They are able to participate in the story and singing times. The last few years parents who have come to the camp days recruit other friends and families to the program, increasing our numbers of students and visibility in the community. Our adult volunteers are active members of the Tarzana community. This year we are also recruiting volunteer members of the UCCE Los Angeles Master Gardeners program to our program. These volunteers will help strengthen our program's curriculum and outreach. Outcomes of the program that directly affect the community include:

- Improved social interactions and community connections
- Increased environmental awareness
- Increased intake of fruits and vegetables as a result of kids learning to grow and prepare their own healthy, organic food
- Academic gains in plant science

**EXPENSES FOR CHILDREN'S GARDEN PROGRAM - 2024** - Addendum #3

**PERSONNEL**

Program Director Elizabeth Ostrom	\$1,500
Art Instructor Leslie Hamilton	\$400

**GARDEN SUPPLIES**

(300) 3" terracotta pots	\$417
(7 bags) Organic Potting Soil	\$125
(60 lbs.) Organic Fertilizer	\$110
(14 bags) Chicken manure and earthworm castings	\$200
(22) Flats of plants: vegetables, lowers, milkweed, poppies	\$500
(5 pints) of Ladybugs & (5 quarts) of Earthworms	\$135
(1 bag) snail and slug pellets	\$62
(4) Trowel sets	\$50
(1 set) Watering cans	\$25
Seed packets (peppers, tomatoes, cucumbers, carrots, beans, lettuce, kale, corn, native plant seeds)	\$250

**ART SUPPLIES**

(2) 15 pk of watercolor sets	\$50
Brushes	\$10
Art paper for painting	\$100
Construction paper	\$60
(10) packs of metallic sharpies	\$100
Popsicle sticks	\$20
(1 pk. of 12) Glue	\$15
(30 pk.) Scissors	\$20

**OFFICE/MISCELLANEOUS**

(6 pk) Supply bins	\$130
Nametags	\$6
Copy paper/ink	\$125
(3) 3' x 6' folding tables for work stations @ \$80 eac.	\$240
(12 cans) Eco Smart Natural Plant-Based Mosquito & Tick Control	\$288
Snacks (fruit, granola bars, pretzels)	\$250

**Total Expenses for CG Program 2024** **\$5,188**

DEPARTMENT OF THE TREASURY

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

Date: SEP 30 2002

THE TARZANA COMMUNITY AND CULTURAL  
CENTER  
C/O A DEAN LYNN  
4126 COLDSTREAM TERRACE  
TARZANA, CA 91356

Employer Identification Number:  
91-2147033

DLN:  
17053163022022

Contact Person:  
JOANNA YAWNEY

ID# 95078

Contact Telephone Number:  
(877) 829-5500

Accounting Period Ending:  
December 31

Foundation Status Classification:  
170(b)(1)(A)(vi)

Advance Ruling Period Begins:  
April 8, 2002

Advance Ruling Period Ends:  
June 30, 2006

Addendum Applies:  
Yes

Dear Applicant:

Based on information you supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably expect to be a publicly supported organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Accordingly, during an advance ruling period you will be treated as a publicly supported organization, and not as a private foundation. This advance ruling period begins and ends on the dates shown above.

Within 90 days after the end of your advance ruling period, you must send us the information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, we will classify you as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, we will classify you as a private foundation for future periods. Also, if we classify you as a private foundation, we will treat you as a private foundation from your beginning date for purposes of section 507(d) and 4940.

Grantors and contributors may rely on our determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you send us the required information within the 90 days, grantors and

Letter 1045 (DO/CG)