

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

SECTION I - APPLICANT INFORMATION

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

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

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

1d) **PRIMARY CONTACT INFORMATION:**

Heidi Weber (505) 215-0027 Heidi.Weber@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 to create a state-of-the-art Mock Trial program at Portola. The Mock Trial program is run through our Elective Department and open to all students. Overwhelming student interest allows us to fill our Mock Trial team each year to capacity. Our purpose is to teach students real trial debate techniques, civil responsibility, public speaking skills, various courtroom personnel roles and expectations, while informing students of their civic duties and rights in the U.S.A. This program has been and continues to be a great benefit to all types of diverse learners. It helps build students into active, engaged citizens and confident 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 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 their 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 preparation and x-time - 10 hours		\$250	\$250
chaperone (1) and (2) substitute coverage time for competition field trips (4-6 hours)		\$200	\$200
		\$	\$

6b) Non-Personnel Related Expenses		Requested of NC	Total Projected Cost
program materials (competition enrollment fees, casebook copies, etc.)		\$725	\$725
Competition field trip costs		\$2635	\$2635
		\$	\$

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: \$ 3910

10a) Start date: 6 / 12 / '25 10b) Date Funds Required: 6 / 11 / '25 10c) Expected Completion Date: 5 / 29 / '26
(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*

Javier Tapia principal  1-13-25

PRINT Name Title Signature Date

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

Mindy Park assistant principal  1/13/25

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

J. Ohlund
Assistant Principal



January 24, 2025

Dear Tarzana Neighborhood Council Board Members,

Thank you for your consideration regarding the funding of our Mock Trial Program at Portola Middle School. I believe this 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 materials, and a bus for field trips to the Van Nuys Courthouse and any other courthouses where our team competes. The Mock Trial Program will be run through our elective program and will be open to all students. This program will begin in the fall of 2024. Since we have begun to offer it at Portola Middle School, it has had overwhelming student support!

Thank you again for your consideration! We look forward to your response.

Respectfully,

Javier Tapia