

# Monthly Expenditure Report



Reporting Month: August 2020

Budget Fiscal Year: 2020-2021

NC Name: Tarzana Neighborhood Council

| Monthly Cash Reconciliation |             |                   |             |             |               |
|-----------------------------|-------------|-------------------|-------------|-------------|---------------|
| Beginning Balance           | Total Spent | Remaining Balance | Outstanding | Commitments | Net Available |
| \$52984.93                  | \$1190.00   | \$51794.93        | \$8027.34   | \$0.00      | \$43767.59    |

| Monthly Cash Flow Analysis            |                |                        |                        |                                  |               |
|---------------------------------------|----------------|------------------------|------------------------|----------------------------------|---------------|
| Budget Category                       | Adopted Budget | Total Spent this Month | Unspent Budget Balance | Outstanding                      | Net Available |
| Office                                | \$46377.99     | \$0.00                 | \$45767.59             | \$0.00                           | \$43767.59    |
| Outreach                              |                | \$190.00               |                        | \$2000.00                        |               |
| Elections                             |                | \$0.00                 |                        | \$0.00                           |               |
| Community Improvement Project         | \$0.00         | \$0.00                 | \$0.00                 | \$0.00                           | \$0.00        |
| Neighborhood Purpose Grants           | \$9206.86      | \$1000.00              | \$6027.34              | \$6027.34                        | \$0.00        |
| Funding Requests Under Review: \$0.00 |                | Encumbrances: \$0.00   |                        | Previous Expenditures: \$2599.92 |               |

| Expenditures     |                                             |            |                                                                                                                                    |                                |              |                  |
|------------------|---------------------------------------------|------------|------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--------------|------------------|
| #                | Vendor                                      | Date       | Description                                                                                                                        | Budget Category                | Sub-category | Total            |
| 1                | NET ATLANTIC INC                            | 08/04/2020 | Mailing list maintenance- August 2020                                                                                              | General Operations Expenditure | Outreach     | \$40.00          |
| 2                | THE WEB CORNER, INC                         | 08/20/2020 | Website maintenance August 2020                                                                                                    | General Operations Expenditure | Outreach     | \$150.00         |
| 3                | Southern California Preparedness Foundation | 08/04/2020 | ...approve the payment of the encumbrance for an NPG for SCPF for \$1,000.00 supporting their 13th Annual Valley preparedness Fair | Neighborhood Purpose Grants    |              | \$1000.00        |
| <b>Subtotal:</b> |                                             |            |                                                                                                                                    |                                |              | <b>\$1190.00</b> |

| Outstanding Expenditures |                               |            |                                                                                                                                  |                             |              |           |
|--------------------------|-------------------------------|------------|----------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--------------|-----------|
| #                        | Vendor                        | Date       | Description                                                                                                                      | Budget Category             | Sub-category | Total     |
| 1                        | Tarzana Elementary School     | 08/04/2020 | ...approve payment of encumbrance for a NPG for Tarzana Elementary School for \$3825.00 for IXL Learning License.                | Neighborhood Purpose Grants |              | \$3825.00 |
| 2                        | Portola Charter Middle School | 08/05/2020 | ...approve the payment of the encumbrance for an NPG for Portola Middle School for \$2,202.34 for 3 computers for their library. | Neighborhood Purpose Grants |              | \$2202.34 |

|   |                              |            |                                                                                                                                                                                                 |                                |          |                  |
|---|------------------------------|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|----------|------------------|
| 3 | THE WEB CORNER, INC.         | 09/03/2020 | The TNC approves payment of encumbrance to The Web Corner of \$2,000 when the new website becomes operational and replaces the existing website. This is in accordance with LA City contract... | General Operations Expenditure | Outreach | \$2000.00        |
|   | <b>Subtotal:</b> Outstanding |            |                                                                                                                                                                                                 |                                |          | <b>\$8027.34</b> |

Net Atlantic, Inc.  
10 Federal St., Suite 26  
Salem, MA 01970  
978-219-1920

## BILLING STATEMENT



Page 1 of 1

Harvey Goldberg  
Tarzana Neighborhood Council  
19798 Greenbriar Drive  
Tarzana, CA 91356

|            |                           |         |                                  |      |
|------------|---------------------------|---------|----------------------------------|------|
|            | Billing Statement Summary |         |                                  |      |
|            | Account                   |         | 1002581                          |      |
|            | Reference                 |         | Billing Statement<br>1002581-178 |      |
|            | Date                      |         | 2020-08-01                       |      |
|            | Beginning Balance (\$)    |         | 40.00                            |      |
|            | Amount Due (\$)           |         | 40.00                            |      |
|            | Due Date                  |         | 2020-08-31                       |      |
| Aging (\$) |                           |         |                                  |      |
| Current    | 1 - 30                    | 31 - 60 | 61 - 90                          | >=91 |
| 40.00      | 0.00                      | 0.00    | 0.00                             | 0.00 |

### SALES/CREDITS

| <u>Post Date</u> | <u>Description</u>                                                                   | <u>Amount (\$)</u> |
|------------------|--------------------------------------------------------------------------------------|--------------------|
| 2020-08-01       | Pro Bandwidth Usage<br>Max: 0.042 GB<br>Service Name: 'tarzana-neighborhood-council' | 0.00               |
| 2020-08-01       | Pro Anno List<br>Max: 2208 Members<br>Service Name: 'tarzana-neighborhood-council'   | 40.00              |

### PAYMENTS

| <u>Post Date</u> | <u>Description</u>                   | <u>Amount</u> |
|------------------|--------------------------------------|---------------|
| 2020-07-04       | Thank You!<br>MasterCard 42097019836 | -40.00        |

Notes:

Want improved results from your mailings? Let us clean your list for you with ListBuddy!

*Please tear off and return the bottom portion with your payment. Thank you.*

Harvey Goldberg  
Tarzana Neighborhood Council  
19798 Greenbriar Drive  
Tarzana, CA 91356



Net Atlantic, Inc.  
10 Federal St., Suite 26  
Salem, MA 01970

| Payment Summary                                                     |                                  |
|---------------------------------------------------------------------|----------------------------------|
| Account                                                             | 1002581                          |
| Reference                                                           | Billing Statement<br>1002581-178 |
| <b>Due Date</b>                                                     | <b>2020-08-31</b>                |
| <b>Amount Due (\$)</b>                                              | <b>40.00</b>                     |
| Amount Enclosed                                                     |                                  |
| Check Number                                                        |                                  |
| Please make checks<br>payable to <b>Net Atlantic, Inc.</b>          |                                  |
| New monies owed will be collected<br>via credit card on 2020-08-04. |                                  |

The Web Corner, Inc.

19509 Ventura Blvd.

Tarzana, CA 91356

# Invoice

| Date     | Invoice # |
|----------|-----------|
| 8/1/2020 | 20706     |

|                                                                    |
|--------------------------------------------------------------------|
| Bill To                                                            |
| Tarzana Neighborhood Council<br>PO Box 571016<br>Tarzana, CA 91357 |

**PAID**  
**08/19/2020**

| P.O. No. | Terms          | Project |
|----------|----------------|---------|
|          | Due on Receipt |         |

| Quantity | Description                                                                                                        | Rate   | Amount |
|----------|--------------------------------------------------------------------------------------------------------------------|--------|--------|
| 1        | Monthly Maintenance: includes up to 1.5 hours for; phone support, web development, requests, & website adjustments | 150.00 | 150.00 |
| 0        | Monthly Hosting for tarzananc.org                                                                                  | 15.00  | 0.00   |
| 0        | Email Archiving:                                                                                                   | 3.00   | 0.00   |
|          | 1 Accounts l.shaffer@tarzananc.org (included in maintenance)                                                       |        |        |

Please remit payment at your earliest convenience.

Thank you for your business!

**Total**

\$150.00



# 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) Southern California Preparedness Foundation 47-2811120 CA 01/21/2015  
*Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)*
- 1b) 19300 Rinaldi St. Unit 7333 Northridge CA 91327-8818  
*Organization Mailing Address City State Zip Code*
- 1c) \_\_\_\_\_  
*Business Address (if different) City State Zip Code*
- 1d) **PRIMARY CONTACT INFORMATION:**  
William (Bill) Hopkins, Jr. 818-835-5384 Bill.Hopkins@SoCalPrep.us  
*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) \_\_\_\_\_  
*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.

Participation in the 13th Annual Valley Disaster Preparedness Fair on or about Saturday, October 10, 2020, sponsored by the Southern California Preparedness Foundation. A 10ft x10ft space will be provided to the neighborhood council for Outreach operations. Neighborhood Council name, meeting location, and website address will appear on the event flyer and Fair website ([www.ValleyDisasterFair.com](http://www.ValleyDisasterFair.com)). Neighborhood Council participation and information may also appear on various additional Fair promotional materials. Family registration information is requested of Fair attendees, and to the extent it is obtained, will be provided to participating neighborhood councils to assist with NC Outreach efforts. Venue is ADA compliant.

- 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 Emergency and Disaster Preparedness Fair, which typically sees 7,000+, benefits the Neighborhood Council stakeholders and surrounding communities by increasing family and neighborhood awareness, providing education and training, and enhancing whole community disaster preparedness. This event is family-friendly, open to the public, and free to attendees. Complimentary Family Emergency Preparedness (EP) Starter kits (while supplies last), will be given to registered families attending the Fair. Additionally, a free lunch is offered while supplies last. The grant money will be used to procure supplies, services, and rentals in support of the Annual Valley Disaster Preparedness Fair which provides Family Emergency Preparedness Starter Kits, informative presentations, displays and basic trainings, in a family-friendly and accessible environment.

**SECTION III - PROJECT BUDGET OUTLINE**

You may also provide the Budget Outline on a separate sheet if necessary or requested.

|     |                                                                              |                        |                             |
|-----|------------------------------------------------------------------------------|------------------------|-----------------------------|
| 6a) | <b>Personnel Related Expenses</b>                                            | <b>Requested of NC</b> | <b>Total Projected Cost</b> |
|     | None                                                                         | \$                     | \$                          |
|     |                                                                              | \$                     | \$                          |
|     |                                                                              | \$                     | \$                          |
| 6b) | <b>Non-Personnel Related Expenses</b>                                        | <b>Requested of NC</b> | <b>Total Projected Cost</b> |
|     | Supplies, services, and rentals for Annual Valley Disaster Preparedness Fair | \$ 1000.00             | \$ 64,000.00                |
|     |                                                                              | \$                     | \$                          |
|     |                                                                              | \$                     | \$                          |

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

☐ No

☒ Yes

If Yes, please list names of NCs: Various Neighborhood Councils

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: \$ 1000.00

10a) Start date: 2 / 1 / 20 10b) Date Funds Required: 06 / 1 / 20 10c) Expected Completion Date: 10 / 10 / 20  
(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                                |
|-------------------------|----------------------------------------------------------|
| Dave Brown              | Southern California Preparedness Foundation board 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\*

William J. Hopkins, Jr.

President & Director

PRINT Name

Title

Signature

2/12/20

Date

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

Linda M. Pruett

Corporate Secretary & Director

PRINT Name

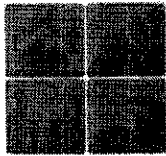
Title

Signature

2/12/20

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](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form



**Southern  
California  
Preparedness  
Foundation**  
A 501(c)(3) nonprofit



# Valley Disaster Preparedness Fair 2020

**WWW.VALLEYDISASTERFAIR.COM**

**Saturday, October 10, 2020 (10/10/20) 9:00 am – 1:00 pm**

QUESTIONS? [INFO@VALLEYDISASTERFAIR.COM](mailto:INFO@VALLEYDISASTERFAIR.COM)

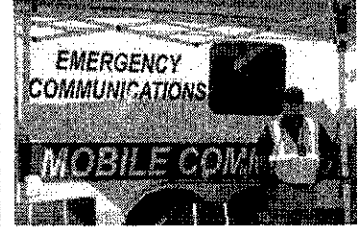
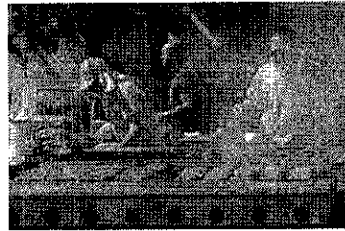
**FASTER FAIR CHECK-IN WITH ONLINE REGISTRATION • OPENS JULY 1**

*REGISTRATION ALSO AVAILABLE AT THE FAIR*

**Northridge Fashion Center—Pacific Theaters Parking Lot**

**(9400 Shirley Ave., south of Plummer St.)**

**A FUN AND FREE FAMILY EVENT THAT JUST MIGHT SAVE YOUR  
LIFE, YOUR PET'S LIFE, OR THE LIFE OF A LOVED ONE.**



**Exhibits • Demonstrations • Displays • Speakers • Special Events • Bloodmobile  
Pet Preparedness • Free Parking • Free Admission • Free Lunch\* • It's All Free!**

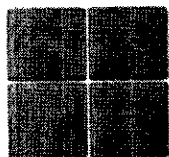
**Complimentary Family Emergency Preparedness (EP) Starter Kit\* for registered families  
attending the Fair. One kit per registered family. (While supplies last.)**



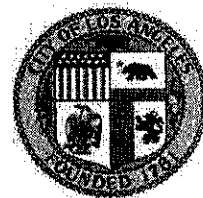
*\*While supplies last. EP Kits to attending registered families only.*

*Events, exhibitors, and features subject to availability and may change.*

**This annual event is managed and produced by: [www.SoCalPrep.us](http://www.SoCalPrep.us) • [Info@SoCalPrep.us](mailto:Info@SoCalPrep.us)**



**Southern  
California  
Preparedness  
Foundation**  
A 501(c)(3) nonprofit



# Valley Disaster Preparedness Fair 2020

**WWW.VALLEYDISASTERFAIR.COM**

**Sábado, 10 de Octubre, 2020 (10/10/20) 9:00 am – 1:00 pm**

**¿TIENE PREGUNTAS? [INFO@VALLEYDISASTERFAIR.COM](mailto:INFO@VALLEYDISASTERFAIR.COM)**

REGISTRESE EN LÍNEA PARA UN REGISTRO RÁPIDO EL DÍA DE LA FERIA • REGISTRACION SE ABRERA JULIO 1

*HABRA REGISTRACION DISPONIBLE EL DIA DE LA FERIA*

**Northridge Fashion Center—En el estacionamiento del Pacific Theaters  
(9400 Shirley Ave., al sur de Plummer St.)**

**UN EVENTO FAMILIAR, DIVERTIDO Y GRATUITO QUE PODRIA SALVARLE LA VIDA,  
LA VIDA DE SU MASCOTA, O LA VIDA DE UN SER QUERIDO.**



**Exhibiciones • Demostraciones • Presentadores • Eventos Especiales • Bloodmobile • Preparación para Mascotas • Estacionamiento Gratuito • Entrada Gratuita • Almuerzo Gratis\* • ¡Todo es Gratis!**

**Kit de Inicio de Preparación para Emergencias Familiares (EP)\* para familias registradas a asistiendo la Feria. Un kit por familia registrada. (Mientras duren las reservas.)**



*\*Mientras duren las reservas. Kits EP para asistir solo a familias registradas.*

*Eventos, expositores y características sujetas a disponibilidad y pueden cambiar.*

*Este evento anual es gestionado y producido por: [www.SoCalPrep.us](http://www.SoCalPrep.us) • [Info@SoCalPrep.us](mailto:Info@SoCalPrep.us)*

edición 2001s





February 12, 2020

To Whom It May Concern:

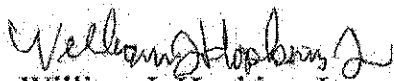
Re: Neighborhood Purposes Grant Request by Southern California Preparedness Foundation in Support of the 13<sup>th</sup> Annual Valley Disaster Preparedness Fair

Please be advised that the following persons are on the Board of Directors of the Southern California Preparedness Foundation, a 501(c)(3) nonprofit corporation (EIN: 47-2811120):

| Name                    | Foundation Position              | Neighborhood Council             |
|-------------------------|----------------------------------|----------------------------------|
| William J. Hopkins, Jr. | President and Director           | Granada Hills North board member |
| Dave Brown              | Logistics and Director           | North Hills West board member    |
| Linda M. Pruett         | Corporate Secretary and Director | Lake Balboa board member         |

Please direct any questions to William Hopkins at [Bill.Hopkins@SoCalPrep.us](mailto:Bill.Hopkins@SoCalPrep.us).

Sincerely,

  
William J. Hopkins, Jr.  
President and Director

INTERNAL REVENUE SERVICE

P. O. BOX 2508

CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JAN 21 2015

SOUTHERN CALIFORNIA PREPAREDNESS  
FOUNDATION

19300 RINALDI ST UNIT 7333  
NORTHridge, CA 91327-8818

Employer Identification Number:

47-2811120

DLN:

26053420004015

Contact Person:

CUSTOMER SERVICE

ID# 31954

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Public Charity Status:

170(b)(1)(A)(vi)

Form 990/990-EZ/990-N Required:

Yes

Effective Date of Exemption:

December 29, 2014

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

SOUTHERN CALIFORNIA PREPAREDNESS

Sincerely,

*Tamera Rippanda*

Director, Exempt Organizations

Letter 5436



6-23-22

