

Monthly Expenditure Report



Reporting Month: July 2020

Budget Fiscal Year: 2020-2021

NC Name: Tarzana Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$35652.13	\$2599.92	\$33052.21	\$7027.34	\$0.00	\$26024.87

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$46377.99	\$230.40	\$45957.59	\$0.00	\$45957.59
Outreach		\$190.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$9206.86	\$2179.52	\$7027.34	\$7027.34	\$0.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$0.00	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	NET ATLANTIC INC	07/04/2020	Mailing list maintenance-July 2020	General Operations Expenditure	Outreach	\$40.00
2	APPLEONE EMPLOYMENT SV	07/10/2020	May 2020 Board meeting minutes	General Operations Expenditure	Office	\$230.40
3	THE WEB CORNER, INC	07/27/2020	July 2020 Web site maintenance.	General Operations Expenditure	Outreach	\$150.00
4	Woodland Hills Tarzana Chamber of Commerce Community Benefit Foundation	07/01/2020	...approving a request from the Woodland Hills-Tarzana Community Benefit Foundation for an NPG for \$2,179.52 to fund the purchase of a "Freestanding Portable Partition&q...	Neighborhood Purpose Grants		\$2179.52
Subtotal:						\$2599.92

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total

1	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
2	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
3	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
Subtotal: Outstanding						\$7027.34

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

BILLING STATEMENT



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

Billing Statement Summary	
Account	1002581
Reference	Billing Statement 1002581-177
Date	2020-07-01
Beginning Balance (\$)	40.00
Amount Due (\$)	40.00
Due Date	2020-07-31

Aging (\$)				
Current	1 - 30	31 - 60	61 - 90	>=91
40.00	0.00	0.00	0.00	0.00

SALES/CREDITS

Post Date	Description	Amount (\$)
2020-07-01	Pro Bandwidth Usage Max: 0.094 GB Service Name: 'tarzana-neighborhood-council'	0.00
2020-07-01	Pro Anno List Max: 2211 Members Service Name: 'tarzana-neighborhood-council'	40.00

PAYMENTS

Post Date	Description	Amount
2020-06-04	Thank You! MasterCard 42042137872	-40.00

Notes:
 HOW MUCH IS YOUR STALE EMAIL LIST COSTING YOU?
 AVERAGE CUSTOMER SAVINGS IS 30%

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 1002581-177
Due Date	2020-07-31
Amount Due (\$)	40.00
Amount Enclosed	
Check Number	
Please make checks payable to Net Atlantic, Inc.	
New monies owed will be collected via credit card on 2020-07-04.	

TNC NET ATLANTIC 7-1-2020



AppleOne

AppleOne Employment

P.O. Box 29048

Glendale CA 91209-9048

Tel: 818-240-8688

Email:

TIN 95-2580864

City of LA - DONE -TARZANA NC

Accounts Payable

Los Angeles, CA 90012

Invoice

Customer 00950101
 Site No: 0048
 Period 06/20/2020
 Invoice No: S8330106
 Amount Due: \$230.40
 Payment UPON RECEIPT

Contract #	Requestor	Location	Name	Weekend	Invoice Date	Reg Hrs	Reg Rate	OT Hrs	OT Rate	Misc Hrs	Misc Rate	Amount
C-132956	Shaffer, Len	Tarzana Nc	Kramer, Patricia		06/20/2020	9.00	\$25.60	0.00	\$0.00	0.00	\$0.00	\$230.40
Sub Total For						9.00		0.00		0.00		\$230.40
Grand Total Invoice Amount						9.00		0.00		0.00		\$230.40

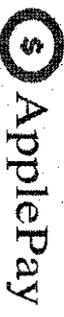
Please remit payment to:

Appleone Employment Services

P.O. Box 29048

Glendale, CA 91209-9048

You can now pay electronically through



Visit www.ApplePay.com or Call (866)898-7152 for details

*MAT 2020
BOARD MINUTES*

TMC AMED Date S8330106

The Web Corner, Inc.

19509 Ventura Blvd.
Tarzana, CA 91356

Invoice

Date	Invoice #
7/1/2020	20560

PAID
07-27-2020

Bill To Tarzana Neighborhood Council PO Box 571016 Tarzana, CA 91357
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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

TWC WEB CORNER 7-1-2020

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
		\$	\$
		\$	\$
		\$	\$
6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Purchase of "Freestanding Portable Partition	\$2179.52	\$2179.52
		\$	\$
		\$	\$

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: \$ 2,179.52

10a) Start date: 06 / 29 / 2020 10b) Date Funds Required: 07 / 10 / 2020 10c) Expected Completion Date: 8 / 14 / 2020
 (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 *Diana Williams* 6/11/2020
 PRINT Name Title Signature Date

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

Paul Lawler Board Corporate Secretary *Paul Lawler* 6/11/2020
 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

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

DEPARTMENT OF THE TREASURY

Date:

MAY 10 2011

WOODLAND HILLS TARZANA CHAMBER OF
COMMERCE COMMUNITY BENEFIT
C/O WHTCC
20121 VENTURA BLVD STE 204
WOODLAND HILLS, CA 91364

Employer Identification Number:
45-0975689

DLN:

17053095374001

Contact Person:

DEB TRIMBLE

ID# 31309

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Public Charity Status:

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

Form 990 Required:

Yes

Effective Date of Exemption:

February 14, 2011

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (no/cg)

TNC NPG WH-TCC IRS LTR

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Woodland Hills-Tarzana Chamber of Commerce Community Benefit Foundation

2 Business name/disregarded entity name, if different from above

West Valley-Warner Center Chamber of Commerce Community Benefit Foundation

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

- Individual/sole proprietor or single-member LLC
- C Corporation
- S Corporation
- Partnership
- Trust/estate
- Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____
- Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

PO Box 1

6 City, state, and ZIP code

Woodland Hills, CA 91365-0001

7 List account number(s) here (optional)

Requester's name and address (optional)

See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

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OR

Employer identification number

4	5	-	0	9	7	5	6	8	9
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Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ Date ▶ 12/27/2018

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
 If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

