

Monthly Expenditure Report



Reporting Month: May 2025

Budget Fiscal Year: 2024-2025

NC Name: Greater Cypress Park
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$11873.66	\$6802.33	\$5071.33	\$0.00	\$0.00	\$5071.33

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$24000.00	\$836.58	\$4936.77	\$0.00	\$4936.77
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$18229.54	\$5965.75	-\$3486.21	\$0.00	-\$3486.21
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$33976.65	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	SUPER A FOODS NO.7	05/13/2025	Board Meeting dinner - approved in annual budget	General Operations Expenditure	Office	\$9.78
2	DOMINO'S 8458	05/13/2025	Board Meeting dinner - approved in annual budget	General Operations Expenditure	Office	\$143.81
3	CONTINENTAL INTERPRETI	05/15/2025	Interpretation = approved in annual budget	General Operations Expenditure	Office	\$350.00
4	PARTNERS IN DIVERSITY	05/22/2025	Minute taker, approved in annual budget	General Operations Expenditure	Office	\$61.99
5	PY STORQUEST-LOS ANGE	05/29/2025	Storage - approved in annual budget	General Operations Expenditure	Office	\$271.00
6	Instituto de Educacion Popular del Sur de California	03/28/2025	Approval of \$1000 NPG to the Instituto de Educacion Popular del Sur de California for purchasing winter work jackets.	Neighborhood Purpose Grants		\$965.75
7	La Mas	04/30/2025	Approval of \$5,000 Neighborhood Purpose Grant to LA Mas for Accion Comunitaria's Mother's Day and Food Distribution event.	Neighborhood Purpose Grants		\$5000.00
Subtotal:						\$6802.33

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
	Subtotal: Outstanding					\$0.00

Rewards Code: F292MMYJ

BRYANT

C

TIMED ORDER 5/13/20 #8458 Domino's PIZ
(323) 226-1080
5/13/2025 3:47 PM

#134
PAID

SUMMARY

- #134
- 1-14" HandToss 6 Cheese
- 1-14" HandToss DeLuxe
- 1-14" HandToss Extravaganza
- 1-14" HandToss MeatZZa
- 1-14" HandToss New Veggie Pizza
- 1-14" HandToss Ultimate Pepperoni Pizza

TOTAL ITEMS: 6

ORDER: Over

- 1 14" HandToss Extravaganza \$23.99
- (Extravaganza)
- 1 14" HandToss MeatZZa \$23.99
- (MeatZZa)
- 1 14" HandToss New Veggie Pizza \$23.99
- (New Veggie Pizza)
- 1 14" HandToss 6 Cheese \$23.99
- (6 Cheese)
- 1 14" HandToss DeLuxe \$23.99
- (DeLuxe)
- 1 14" HandToss Ultimate Pepperoni Pizza \$23.99
- (Ultimate Pepperoni Pizza)

TOTAL BOXES: 6

ORDER: Non-Over

COUPONS/ADJUSTMENTS

Any Large Specialty Pizza \$10. \$30.00-

(9175)

Sub Total \$113.94
Tax 1 \$11.11
Total \$125.05

PAYMENTS

Credit Card 5924 \$125.05
Tip \$18.76
Paid \$143.81
Amount Tendered \$125.05
Balance Due \$0.00

THIS ORDER CAN STILL EARN
POINTS TOWARD FREE PIZZA AND MORE!
VISIT [DOMINOS.COM/CLAIMREWARDS](https://www.dominos.com/claimrewards)
WITHIN 30 DAYS TO CLAIM
YOUR POINTS.

Now Hiring! Apply at [Jobs.dominos.com](https://www.dominos.com)
Please call again



2925 Division St
Los Angeles, CA 90065
(323) 222-3604 Mgr: Henry

GROCERY
NIAGARA DRINKING WTR 7.98 F
2.0 1.20 F
CRV GROC 24PK 1.20 F
CRV GROC 24PK 1.20 F
BALANCE DUE 9.78
Master Card 9.78
Auth Code = 091491

05/13/2025 15:53:19
ISSUER: CHIP
CARD # XXXXXXXXXXXX5094
PURCHASE - APPROVED
AUTH CODE: 091491

Mode: Issuer
AID: 4000000000000000
TID: 0010
LAD: 0000000000000000
GOODF: 0000000000000000
TST: E800 ARC: 00
TC: EABE2C2E26572931 RRN: 094844
MID: 080620 TID: 001
USD\$ 9.78

Total: USD\$ 9.78
CHANGE 0.00
Total number of Items sold = 4

CASHER NAME: SCO #2
STORE: 0564 REGISTER: 009 CASHER: 1002
TIME IN: 4766 13MAY2025 15:53:20

THANK YOU FOR SHOPPING AT
SUPER A FOODS #7

Rewards Code: F252WYUJ

BRYANT

C

TIMED ORDER 5/13/20 #8458 Domino's Piz
(323) 225-1080
5/13/2025 3:47 PM
#134
PAID

SUMMARY

#134

- 1-14" HandToss 6 Cheese
 - 1-14" HandToss Deluxe
 - 1-14" HandToss Extravaganza
 - 1-14" HandToss MeatZa
 - 1-14" HandToss New Veggie Pizza
 - 1-14" HandToss Ultimate Pepperroni Pizza
- TOTAL ITEMS: 6

ORDER: Oven

- 1-14" HandToss Extravaganza \$23.99
 - 1-14" HandToss Extravaganza \$23.99
 - 1-14" HandToss MeatZa
 - 1-14" HandToss New Veggie Pizza \$23.99
 - 1-14" HandToss New Veggie Pizza (New Veggie Pizza) \$23.99
 - 1-14" HandToss 6 Cheese (6 Cheese) \$23.99
 - 1-14" HandToss Deluxe (Deluxe)
 - 1-14" HandToss Ultimate Pepperoni (Ultimate Pepperroni Pizza)
- TOTAL BOXES: 6

ORDER: Non-Oven

COUPONS/ADJUSTMENTS

Any Large Specialty Pizza \$18. \$30.00-
(9175)

Sub Total	\$113.94
Tax 1	\$11.11
Total	\$125.05

PAYMENTS

Credit Card 5054	\$125.05
Tip	\$18.76
Paid	\$143.81
Amount Tendered	\$125.05
Balance Due	\$0.00

THIS ORDER CAN STILL EARN
POINTS TOWARD FREE PIZZA AND MORE!
VISIT [DOMINOS.COM/CLAIMREWARDS](https://dominos.com/CLAIMREWARDS)
WITHIN 30 DAYS TO CLAIM
YOUR POINTS.

New Hire-ing. Apply at jobs.dominos.com
Please call again



3910 Prospect Avenue, Suite F
 Yorba Linda, CA 92886
 Phone: (800) 201-7121
 www.cis-inc.com

ATTN: Ash Kramer
 Greater Cypress Park Neighborhood Council
 2630 Pepper Ave.
 Los Angeles, CA 90065

Invoice Number: # 26609

Invoice Date: 05/15/2025 **Quote Number:** **Order Number:** 419802 **Ordered By:** Bryan Kramer

Event Name: Student: 0 **Description:** Greater Cypress Park Neighborhood Council Meeting

Event Dates: 05/13/25 7:00 PM - 05/13/25 10:00 PM **Event Location:** Cypress Park Recreation Center 2630 Pepper Ave., Los Angeles, CA 90065

	UNIT COST	QUANTITY	SUBTOTAL
Interpreting Fee (Spanish) PO#: 0	\$ 116.667	3.00	\$ 350.00

Total amount: \$ 350.00

*Questions about your invoice? Please contact your project manager.
 Please note that all outstanding invoices over 90 days will be sent to collections.*

Invoice Date: 05/15/2025	Invoice Number: 26609	Payment Due: 06/14/2025	Total Amount Due: \$ 350.00
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Please send payment to:
 3910 Prospect Avenue, Suite F
 Yorba Linda, CA 92886

Make checks payable to Continental Interpreting Services, Inc.

Tax ID: 33-0816515

To pay by credit card:
 Please visit our secure payment page at...
www.cis-inc.com/pay

Continental Interpreting Services, Inc. Call: (800) 201-7121
 www.cis-inc.com Fax: (800) 259-3840

PARTNERS IN DIVERSITY
690 E GREEN ST STE 101
PASADENA, CA 91101-2190
626-793-0020

PARTNERS IN DIVERSITY

Date: 05/22/2025 02:56:54 PM

CREDIT CARD SALE

MASTERCARD

CARD NUMBER: *****5094 K

TOTAL AMOUNT: \$61.99

APPROVAL CD: 040297

RECORD #: 000

CLERK ID: Officeassist1

CUST CODE: 1971

INVOICE #: 44717

Customer Copy



PARTNERS IN DIVERSITY, INC.
A Small Business, Women Owned Enterprise

Remit to: Partners In Diversity, Inc.

P.O. Box 654
South Pasadena, CA 91031-0654

Neighborhood Council-Greater Cypress Park
1150 Cypress Avenue
Los Angeles, CA 90065

INVOICE

Invoice Amount
\$61.99

Payment Terms	Invoice Date
Due On Receipt	05/19/2025
Invoice No.	Customer No.
44717	1971
PO Number: C-146992	

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council-Greater Cypress Park	Corporate	1971	Due On Receipt

Description	Type	Units	Rate	Amount
Week ending: 05/18/2025				
Pozo, Michael A Minute Taker	Reg	1.99	\$31.15	\$61.99
Total This Week ending:				\$61.99

Reg: 1.99 OT: 0 DT: 0	Total - This Invoice:	\$61.99
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Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.

Week Ending Date	Talent	Company	Company Office	Approved By	Reg	OT	DT	Total Units	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
May 18 2025	Michael Pozo	Neighborhood Council-Greater Cypress Park	Main	Ash Kramer	1.99	0	0	1.99	0	0.9667	0	0	0	1.0167	0

1007 StorQuest - Los Angeles / Figueroa
2222 North Figueroa Street
Los Angeles, CA 90065

PAYMENT RECEIPT

Account Number:
1003575944

Greater Cypress Park NC

1150 Cypress Ave
 Los Angeles, CA 90065
 (213) 840-1980

RECEIPT ID	PAYMENT DATE	CHANGE DUE	AMOUNT
1196552762	5/29/2025	\$0.00	\$271.00

Invoice	Item	Qty	Rate	Discount	Subtotal	Tax	Total	Paid
#95295	XERCOR-1 Xercor Insurance Services LLC - \$3,000.00 (5/29/2025 - 6/28/2025)		\$12.00		\$12.00	\$0.00	\$12.00	\$12.00
#95295	Unit #1151 Rent Unit 1151 - 4x10x0 (5/29/2025 - 6/28/2025)		\$259.00		\$259.00	\$0.00	\$259.00	\$259.00

Total Paid

May 29, 2025 12:12 AM Mastercard ****5094 \$271.00

Unit #1151 Paid Through 6/28/2025

Customer Copy

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If you have any past due amounts for your storage unit(s), those balances will appear below.

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: Greater Cypress Park Neighborhood Council

SECTION I - APPLICANT INFORMATION

1a) Instituto de Educacion Popular del Sur de California 95-4431992 CA July 1997
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) 1565 W 14th St Los Angeles CA 90015
Organization Mailing Address *City* *State* *Zip Code*

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

1d) **PRIMARY CONTACT INFORMATION:**
Amy Escobar Guevara 323-327-2042 amy@idepsca.org
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.**
 Our organization is seeking this grant funding to provide essential supplies for local day laborers returning to work in the aftermath of the recent wildfires. With this grant, we aim to distribute supplies such as winter coats to help safeguard their health. By ensuring workers have the tools they need, we can support their ability to safely resume work while minimizing health risks.
- 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)**
 Providing essential supplies and resources to day laborers, who are returning back to jobs post wildfires, is crucial to protecting and supporting these workers that are often excluded in recovery efforts. These workers face hazardous conditions such as poor air quality, toxic ash, and unsafe worksites. By equipping them with protective gear, we help safeguard their health and well-being and the well-being of their families, as they continue the critical work in our homes and neighborhoods.

Title	Signature Needed on Neighborhood Council Funding Request
File name	Updated_Neighborh...t-Cypress__3_.pdf
Document ID	d46d48b2a109903545b4f649655b642f17fa8a70
Audit trail date format	MM / DD / YYYY
Status	● Signed

Document History



SENT

03 / 26 / 2025

20:44:02 UTC

Sent for signature to jorge Villanueva (jvillanueva.ces@gmail.com) from maegan@idepsca.org
IP: 172.118.198.240



VIEWED

03 / 26 / 2025

21:16:25 UTC

Viewed by jorge Villanueva (jvillanueva.ces@gmail.com)
IP: 76.168.81.214



SIGNED

03 / 26 / 2025

21:18:37 UTC

Signed by jorge Villanueva (jvillanueva.ces@gmail.com)
IP: 76.168.81.214



COMPLETED

03 / 26 / 2025

21:18:37 UTC

The document has been completed.

**City of Los Angeles
Office of the City Clerk
Neighborhood Council Funding Program**

Neighborhood Purposes Grants

Neighborhood Purposes Grants (NPGs) provide NCs opportunities to develop partnerships with local 501(c)(3) nonprofits and public schools to build community and enhance neighborhoods in the City of Los Angeles. Projects and activities supported by NPGs vary widely and can include, but are not limited to:

- The Arts
- Beautification
- Community Support
- Education
- Community Improvements

NPG-funded projects and activities must be for a **public benefit** and purpose, **open**, **accessible**, and **free of charge** to stakeholders.

Grants approved by NCs exceeding \$5,000 involve further review and possible City contract by the Office of the City Clerk.

Visit the NC Funding Program website page on NPGs ([click here](#)) to find out more details about how 501(c)(3) nonprofits and public schools serving NC areas can apply. There are two NPG Information Packets; One for prospective applicants to help guide them in the application process, and one for NC board members outlining considerations and factors to keep in mind while evaluating NPG requests.

A “Project Completion Report” template is also provided to help ensure accountability in the use of Grant funds and help demonstrate how NCs and their partners are supporting L.A. communities and stakeholders. NCs and NPG recipients are strongly encouraged to work together to complete and submit the Report at the conclusion of the project.

Any questions you may have with the NPG process, please contact us at the NC Funding Program:

- Clerk.NCFunding@lacity.org
- (213) 978-1058

**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: Cypress Park

SECTION I - APPLICANT INFORMATION

1a) LA Más CA
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) 1159 Cypress Avenue Los Angeles CA 90065
Organization Mailing Address *City* *State* *Zip Code*

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

1d) PRIMARY CONTACT INFORMATION:

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**

Acción Comunitaria Los Angeles CA 90065
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 purpose of this grant is to purchase blankets and food items for distribution during a Mother's Day event coordinated by Acción Comunitaria. The event will consist of a breakfast for mothers and their families, in addition to a distribution of food and personal items.

The goal is to host 130 families during the Mother's Day distribution, and to raise \$70 per family for the purchase of food and personal items.

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)

Acción Comunitaria has over 7 years of experience serving the Cypress Park community by distributing personal items and food for free to families in need. Acción Comunitaria hosts weekly food distributions, and is a member of the Food Justice Collaborative convened by LA Más. The Mother's Day distribution will support families impacted by rising cost of living, and bring Cypress Park families together to remind them they are not alone in this difficult time.

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
	none	\$ 0	\$ 0
		\$	\$
		\$	\$
6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	See attached budget	\$	\$
		\$	\$
		\$	\$

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: \$ 5,000

10a) Start date: 5 / 3 / 25 10b) Date Funds Required: 4 / 3 / 25 10c) Expected Completion Date: 5 / 3 / 25
 (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
Teresa Roman	Acción Comunitaria organizer, Food Justice Collaborative 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*

Helen Leung

Exec Director



1/28/25

PRINT Name

Title

Signature

Date

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

Ronnie Han

Dir. of Operations



1/28/25

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

Organization Name: LA Más // Acción Comunitaria
Project Name: Día de las Madres Distribution
Grant Name: Cypress Park Neighborhood Council, Neighborhood Purpose Grant
Date Submitted: 2/24/2025

Total Expenses
\$5,000.00

Non-Personnel Related Expenses	Price Per Item	Count	Cost
Blankets	\$33.00	130	\$3,960.00
Sack of Rice	\$50.00	3	\$150.00
Salt	\$1.20	120	\$140.00
Soup base	\$1.00	120	\$120.00
Box of Chips	\$30.00	9	\$270.00
Box of Cookies	\$15.00	3	\$45.00
Box of Bags to pack distribution items	\$15.00	1	\$15.00
Sack of Beans	\$50.00	3	\$150.00
Sack of Sugar	\$50.00	3	\$150.00

