

Monthly Expenditure Report



Reporting Month: September 2026 Budget Fiscal Year: 2026-2027

NC Name: Greater Cypress Park
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$27565.28	\$2713.20	\$24852.08	\$0.00	\$0.00	\$24852.08

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$19000.00	\$1593.20	\$16050.23	\$0.00	\$16050.23
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	\$6000.00	\$1120.00	\$4880.00	\$0.00	\$4880.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$1356.57	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	PARTNERS IN DIVERSITY	09/01/2026	minute taker	General Operations Expenditure	Office	\$102.17
2	SUPER A FOODS NO.7	09/08/2026	water and plates for meeting	General Operations Expenditure	Office	\$17.15
3	DOMINO'S 8458	09/08/2026	dinner meeting	General Operations Expenditure	Office	\$127.88
4	CONTINENTAL INTERPRETI	09/09/2026	interpretation	General Operations Expenditure	Office	\$350.00
5	CONTINENTAL INTERPRETI	09/18/2026	interpretation, approved in annual budget	General Operations Expenditure	Office	\$350.00
6	CONTINENTAL INTERPRETI	09/18/2026	interpretation, approved in annual budget	General Operations Expenditure	Office	\$350.00
7	PY STORQUEST-LOS ANGE	09/29/2026	storage, approved in annual budget	General Operations Expenditure	Office	\$296.00
8	Elysian Valley Arts Collective	08/25/2026	Approval of NPG for Elysian Valley Arts Collective dba Frogtown Arts for \$620 for artwalk event.	Neighborhood Purpose Grants		\$620.00

9	Avenue 50 Studio	08/19/2026	Approval of \$500 Neighborhood purpose grant to Ave 50 Studio for dia fe Los Muertos event	Neighborhood Purpose Grants		\$500.00
	Subtotal:					\$2713.20

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

SUPER A FOODS

2925 Division St.
Los Angeles, CA 90065
(323) 222-3804 Mgr: Manny

GROCERY

CRYSTAL GEYSER WATER	4.99	F
CRV GROC 24PK	1.20	F

TAX GROCERY

AXXION HD PLATE 10IN	9.99	T
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SUB TOTAL	16.18
TOTAL TAX	0.97

BALANCE DUE	17.15
Master Card	17.15
Auth Code = 08546Z	

09/08/2026 15:55:54
MASTERCARD Entry Method: Chip
CARD #: XXXXXXXXXXXX5094
PURCHASE - APPROVED
AUTH CODE:08546Z

Mode:	Issuer
AID:	A0000000041010
TVR:	0000008000
IAD:	0110A0400122000000000000000000
000FF	
TSI: E800	ARC: 00
TC:	E5779FFCFE5DDE60
MID: 080620	RRN: 038994
TID: 001	

Total: USD\$ 17.15

CHANGE 0.00

Total number of items sold = 3

CASHIER NAME: Adrian
STORE:05407 REGISTER:003 CASHIER:1407
TICKET#:6369 8SEP2026 15:55:55
THANK YOU FOR SHOPPING AT

ASHLEY
KRAMER

C

TIMED ORDER 9/8/202 #8458 Domino's Piz

#378
PAID

(323) 225-1080
9/8/2026 3:51 PM

SUMMARY

#378

1-14" HandToss 6 Cheese
1-14" HandToss BBQ Chicken Pizza
1-14" HandToss Deluxe - People's Pizza
1-14" HandToss ExtravaganZZa
1-14" HandToss MeatZZa
1-14" HandToss New Veggie Pizza
TOTAL ITEMS: 6

ORDER: Oven

1 14" HandToss ExtravaganZZa \$23.99
(ExtravaganZZa)
1 14" HandToss Deluxe - People's \$23.99
(Deluxe - People's Pizza)
1 14" HandToss MeatZZa \$23.99
(MeatZZa)
1 14" HandToss New Veggie Pizza \$23.99
(New Veggie Pizza)
1 14" HandToss BBQ Chicken Pizz \$23.99
(BBQ Chicken Pizza)
1 14" HandToss 6 Cheese \$23.99
(6 Cheese)
TOTAL BOXES: 6

ORDER: Non-Oven

COUPONS/ADJUSTMENTS

Any Large Specialty Pizza \$16.
(9175)

TOTAL SAVINGS	\$42.00-
Sub Total	\$101.94
Tax 1	\$9.94
Total	\$111.88

PAYMENTS

Credit Card 5094	\$111.88
Tip	\$16.00
Paid	\$127.88
Amount Tendered	\$111.88
Balance Due	\$0.00

Now Hiring. Apply at jobs.dominos.com
Please call again

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

PARTNERS IN DIVERSITY

Date: 09/01/2026 03:27:02 PM

CREDIT CARD SALE

MASTERCARD

CARD NUMBER: *****5094 K

TOTAL AMOUNT: \$102.17

APPROVAL CD: 09340Z

RECORD #: 000

CLERK ID: Officeassist1

CUST CODE: 1971

INVOICE #: 47253

X_____

I AGREE TO PAY THE ABOVE TOTAL AMOUNT
ACCORDING TO THE CARD ISSUER AGREEMENT
(MERCHANT AGREEMENT IF CREDIT VOUCHER)

Merchant 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

\$102.17

Payment Terms

Due On Receipt

Invoice Date

08/26/2026

Invoice No.

47253

Customer No.

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: 08/16/2026				
Pozo, Michael A Minute Taker	Reg	3.28	\$31.15	\$102.17
Total This Week ending:				\$102.17

Reg: 3.28 OT: 0 DT: 0	Total - This Invoice:	\$102.17
------------------------------	------------------------------	-----------------

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.

IMPORTANT NOTICE:

To all clients who pay our invoices via ACH: Please do not accept any requests to change our banking or account information unless you have verbally verified the request with your primary point of contact at Partners in Diversity, Inc. This is to protect against potential fraud and ensure the security of our financial transactions.

Thank you for your attention and cooperation.

Week Ending Date	Talent	Company	Company Office	Approved By	Reg	OT	DT	Total Units	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Aug 16 2026	Michael Pozo	Neighborhood Council-Greater Cypress Park	Main	Ash Kramer	3.28	0	0	3.28	0	1.7833	0	0	0	0	1.5

IMPORTANT NOTICE:

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Thank you for your attention and cooperation.



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: # 38450

Invoice Date: 09/09/2026
Quote Number:
Order Number:
Ordered By: Bryan Kramer

	UNIT COST	QUANTITY	SUBTOTAL
Order#: 436379	\$ 116.667	3.00	\$ 350.00
Date: September 8, 2026			
Event's Name: Greater Cypress Park Neighborhood Council Mee			
Language: Spanish			
Location:			
Cypress Park Recreation Center			
2630 Pepper Ave.			
Los Angeles, CA 90065			

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: 09/09/2026	Invoice Number: 38450	Payment Due: 10/09/2026	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

Continental Interpreting Services, Inc.
www.cis-inc.com

Call: (800) 201-7121
Fax: (800) 259-3840

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



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: # 37343

Invoice Date: 07/15/2026
Quote Number:
Order Number:
Ordered By: Bryan Kramer

	UNIT COST	QUANTITY	SUBTOTAL
Order#: 436377	\$ 116.667	3.00	\$ 350.00
Date: July 14, 2026			
Event's Name: Greater Cypress Park Neighborhood Council Mee			
Language: Spanish			
Location:			
Cypress Park Recreation Center			
2630 Pepper Ave.			
Los Angeles, CA 90065			

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: 07/15/2026	Invoice Number: 37343	Payment Due: 08/14/2026	Total Amount Due: \$ 350.00
-----------------------------	--------------------------	----------------------------	--------------------------------

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

Continental Interpreting Services, Inc.
www.cis-inc.com

Call: (800) 201-7121
Fax: (800) 259-3840

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



Continental Interpreting - Your Receipt

CONTINENTAL INTERPRETING <noreply@elavon.com>

Fri, Sep 18, 2026 at 1:06 PM

Reply-To: Billing@cis-inc.com

To: ash.gcpnc@gmail.com

\$350.00 USD

09/18/2026 01:06:06 PM

CONTINENTAL INTERPRETING

Your payment has been approved

Transaction Type

SALE

Payment

MC 55*****5094

Transaction ID

180926C51-251160F3-485C-48AC-83F8-B85C472CCD49

Approval Code

03804Z

Approval Message

APPROVAL

ECI

Thank you for your payment! If you have any questions, please reach out to our team.

Total**\$350.00 USD**

Bill To

Greater Cypress Park Neighborhood
Council

Ashley Kramer

[200 North Spring Street](#)[Los Angeles California 90012](#)[United States](#)

2138401980

ash.gcpnc@gmail.com

CIS Invoice/Quote Number

Invoice/Quote

Number

37976

Confirm CIS Invoice/Quote Number

Confirm

Invoice/Quote

Number

37976

CONTINENTAL INTERPRETING[3910 Prospect Avenue Suite F Yorba Linda CA 92886](#) | 800-201-7121

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2 attachments



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: # 37976

Invoice Date: 08/13/2026
Quote Number:
Order Number:
Ordered By: Bryan Kramer

	UNIT COST	QUANTITY	SUBTOTAL
Order#: 436378	\$ 116.667	3.00	\$ 350.00
Date: August 11, 2026			
Event's Name: Greater Cypress Park Neighborhood Council Mee			
Language: Spanish			
Location:			
Cypress Park Recreation Center			
2630 Pepper Ave.			
Los Angeles, CA 90065			

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: 08/13/2026	Invoice Number: 37976	Payment Due: 09/12/2026	Total Amount Due: \$ 350.00
-----------------------------	--------------------------	----------------------------	--------------------------------

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

Continental Interpreting Services, Inc.
www.cis-inc.com

Call: (800) 201-7121
Fax: (800) 259-3840

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



Continental Interpreting - Your Receipt

CONTINENTAL INTERPRETING <noreply@elavon.com>

Fri, Sep 18, 2026 at 1:07 PM

Reply-To: Billing@cis-inc.com

To: ash.gcpnc@gmail.com

\$350.00 USD



09/18/2026 01:07:57 PM

CONTINENTAL INTERPRETING

Your payment has been approved

Transaction Type

SALE

Payment

MC 55*****5094

Transaction ID

180926071-50A2456D-22AC-4FCF-AD6F-
2A2D101A61FD

Approval Code

01348Z

Approval Message

APPROVAL

ECI

Thank you for your payment! If you have any questions, please reach out to our team.

Total

\$350.00 USD

Bill To

Greater Cypress Park Neighborhood
Council

Ashley Kramer

[200 North Spring Street](#)

[Los Angeles California 90012](#)

[United States](#)

2138401980

ash.gcpnc@gmail.com

CIS Invoice/Quote Number

Invoice/Quote

37343

Number

Confirm CIS Invoice/Quote Number

Confirm

Invoice/Quote

37343

Number

CONTINENTAL INTERPRETING

[3910 Prospect Avenue Suite F Yorba Linda CA 92886](#) | 800-201-7121

[Quoted text hidden]

2 attachments



CONTINENTAL
INTERPRETING

logo.jpeg

4K



CONTINENTAL
INTERPRETING

logo.jpeg

4K

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
	1779258547	8/29/2026	\$0.00	\$296.00

Invoice	Item	Qty	Rate	Discount	Subtotal	Tax	Total	Paid
#115751	XERCOR-1 Xercor Insurance Services LLC - \$3,000.00 (8/29/2026 - 9/28/2026)		\$12.00		\$12.00	\$0.00	\$12.00	\$12.00
#115751	Unit #1151 Rent Unit 1151 - 4x10x0 (8/29/2026 - 9/28/2026)		\$284.00		\$284.00	\$0.00	\$284.00	\$284.00

Total Paid

Aug 29, 2026 12:09 AM Mastercard *****5094 \$296.00

Unit #1151 Paid Through 9/28/2026

Customer Copy

.....

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



NEIGHBORHOOD COUNCIL FUNDING PROGRAM NEIGHBORHOOD PURPOSES GRANTS - APPLICANT INSTRUCTIONS

Dear Prospective Applicants:

The Neighborhood Purposes Grant (NPG) process provides Neighborhood Councils with greater opportunity to benefit their communities while supporting and building partnerships with local organizations such as yours. Eligible organizations include 501(c)(3) non-profits as well as public schools. (Please note that grants cannot be issued to religious organizations or to private schools.)

Is your Neighborhood Council in good standing with the Funding Program?

Only Neighborhood Councils in good standing with the Funding Program will be eligible to participate in the NPG process. Good standing is interpreted to mean the following:

- Neighborhood Council must have a current Fiscal Year budget on file with the Funding Program;
- Neighborhood Council cannot be delinquent with its Monthly Expenditure Reports submissions to the Funding Program (please refer to the Funding Program Policies and Procedures for more information); and
- Neighborhood Council must have an eligible Treasurer and 2nd Signer in the Board.

Does it Benefit the Community?

Any grant issued by a Neighborhood Council must be for a public purpose: in short, how will the grant help the community? Please refer to the document entitled, *“What is a Public Benefit?”* of the application for Neighborhood Purposes Grant for more information.

Conflict of Interest Laws Apply

The State and local conflict of interest laws that currently apply to the Neighborhood Council Funding Program also apply in the consideration of Neighborhood Purposes Grant requests.

If there is a potential conflict of interest concern identified due to an affiliation with an NPG applicant, Neighborhood Council board members with the potential conflict **must contact** and consult with the Office of the City Attorney, Neighborhood Council Advice Division before engaging or participating in any matters related to the NPG application. Please refer to the document entitled, *“State and City Conflicts of Interest Laws: Information for Neighborhood Council Boards and Committees”* of the application for Neighborhood Purposes Grant and/or the Neighborhood Council’s Field Project Coordinator, or Neighborhood Empowerment Advocate (NEA), for more information.



Application Process

The following is **required** from **all organizations/entities** seeking an NPG from a Neighborhood Council:

- ☐ **NPG Application**, completed and signed
- ☐ **Project Budget** on a separate sheet if the space provided on application form is not sufficient
- ☐ **Non-Profits 501(c)(3)**
 - ☐ Submit: IRS Letter of Determination
 - ☐ Submit: Status verification from the [California Secretary of State](#) and/or [Department of Justice](#). Printout and/or screenshots accepted for status verification.
- ☐ **Public Schools**
 - ☐ Submit: Letter on official school letterhead, signed by the school Principal

Applicants must submit the above-mentioned items to the respective Neighborhood Council for consideration. The Neighborhood Council will evaluate all grant applications in a Brown Act public meeting, deciding whether to approve the proposed grant. If the application is approved, it must then be forwarded to the Funding Program within 45 days of approval. Board-approved applications submitted to the Funding Program after 45 days will not be accepted for processing and the Board would need to place the application on a Board meeting agenda again for reconsideration. Once approved, and if all documents are in compliance, the Funding Program will process a check to the grant recipient.

Grants Up to \$5,000.00

Through the Neighborhood Purposes Grant, Neighborhood Councils have the legal authority to issue grants of public funds in amounts up to \$5,000.00 without a written contract.

Grants over \$5,000.00

Grants for amounts \$5,000.01 and over will require further review for City contract considerations in coordination with the Office of the City Clerk so as to meet City contracting standards. Neighborhood Councils do not have the legal authority to enter into unilateral contracts.

Project Completion Follow Up

Applicants must provide a Project Completion Report (attached in this package and available online) at the conclusion of the proposed project funded by the grant. The Report form must be submitted to the NC within 60 days after completion of the NPG project/activity. This will help to inform the Neighborhood Council of the successes and challenges of the project. The Report will also assist the Neighborhood Council in their consideration of future grant requests.

Apply Now!

If you meet the criteria as explained above, fill out the NPG application and submit it to your local Neighborhood Council. You can search your Neighborhood Council by address following the link provided: <https://neighborhoodempowerment.lacity.gov/city-map/>.

If you have any questions please contact the Office of the City Clerk, Neighborhood Council Funding Program at (213) 978-1058 or toll free at 3-1-1 or by email at clerk.ncfunding@lacity.org.

NEIGHBORHOOD PURPOSES GRANT - WHAT IS A PUBLIC BENEFIT?

A Neighborhood Purposes Grant (NPG) must provide a clear benefit to the community. An NPG activity should build community, enhance the neighborhood, and be open, accessible, and free to the general public. Projects may encompass a wide range and can include, but are not limited to:

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

The Office of the City Clerk, Neighborhood Council Funding Program has the final discretion to determine whether or not the proposed project can be funded per applicable City standards.

A project may be submitted that is part of a larger project, but if so, consider carefully whether it can be completed independently of the larger project and regardless of whether other funding needs to be secured. Additional sources of funding must be disclosed under Question 8 of the application.

Considerations:

- The **budget** is realistic and supported with documentation
- The organization or individual is **capable** of completing the project
- The **work plan** is detailed, specific, and feasible
- The project is **supported** by the community
- The **number** of stakeholders that will benefit from this project
- The project implementation process will **build community**
- The complete project will **enhance the community**
- **Credibility.** Is your organization's status current with the Federal IRS Office and the State of California? Does your organization know what it wants to accomplish? What evidence proves that the organization is currently achieving its goals? What kind of reputation does the group enjoy within the community and beyond?
- **Capability.** What skills does the organization's staff and/or board bring to the project? Are they relevant to the project's aims? Has your organization succeeded in similar endeavors of equal size and scale to what you are now proposing?
- **Feasibility.** The Neighborhood Council must determine whether the proposal is advancing a worthwhile project built upon a good idea that can be successfully implemented. Is the budget allocated sufficiently to execute the various tasks and strategies described in the proposal? Can your organization provide estimates and invoices for the project?

- **Importance.** Should it be done? Is the project significant? Is there evidence that the proposal will trigger action or work that the community wants? Will it make a difference in the community it purports to aid or resolve the issue it addresses?

Factors to Consider

- Is this a capital improvement project?
 - It should be on public property within the Neighborhood Council's boundaries or provide a clear benefit to its stakeholders, within the City boundaries.
 - There must be coordination with appropriate agencies to secure required additional documentation such as permits, authorizations, or agreements, if deemed necessary (i.e., Cultural Affairs, Dept. of Transportation, Street Services, Rec & Parks, public schools, etc.).
- Is this for program services (i.e. after school program, graffiti removal, etc.)?
 - The applicant must create a fair selection process to establish participants.
- Is this for equipment and supplies?
 - Purchases for schools or 501(c)(3) organizations need to ultimately benefit the local community.
 - Administrative costs of the organization or admission fees cannot be funded through a Neighborhood Purposes Grant.
- Is this for an event?
 - Events must be open, accessible, free of charge, and advertised to the general public
 - Discuss appropriate liability issues
- Are there issues of potential conflict of interest that need to be addressed?
 - If any issues may exist or are perceived, it is strongly advised that Board Members affected consult with the Office of the City Attorney before action is taken on the grant request.
- How many Neighborhood Councils have you applied to within the last 18 months?
 - Grants requested from multiple Neighborhood Councils must be disclosed under Question 7 of the application.
- Failure to submit a Project Completion Report Form may affect the Neighborhood Councils' consideration of future NPG requests from your organization.

Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)



Office of the
CityClerk

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. **Any potential conflicts of interest indicated in Section IV of this application must be addressed with the Office of the City Attorney, Neighborhood Council Advice Division prior to the Neighborhood Council board's vote and consideration of the grant.** 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: _____

SECTION I- APPLICANT INFORMATION

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

1b) _____
Organization Mailing Address City State Zip Code

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

1d) APPLICANT POINT OF CONTACT:

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 the IRS Determination Letter and status verification from the State of California** (see "Application Process" under the Applicant Instructions.)

3) Are you applying as a fiscal sponsor for another organization? ☐ No ☐ Yes

If yes, please provide:

Name / Address of Affiliated Organization City State Zip Code

SECTION II - PROJECT DESCRIPTION

- 4) Please describe the purpose and intent of the grant.
- 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)

SECTION III - PROJECT BUDGET OUTLINE

Please provide a detailed Project Budget Outline below. You may also provide a Project Budget Outline on a separate sheet if necessary or requested. **(Note: Administrative costs of the organization or admission fees cannot be funded through a Neighborhood Purposes Grant.)**

6) Project Expenses	Requested of NC	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$

- 7a) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project within the last 18 months?

☐ No ☐ Yes

If Yes, please describe below:

Neighborhood Council(s)	Date Submitted to NC	Amount Requested	Amount Awarded
		\$	\$
		\$	\$
		\$	\$

7b) Have you (applicant) applied to any other Neighborhood Councils requesting funds for **any** project within the last 18 months?

☐ No ☐ Yes

If Yes, please describe below:

Neighborhood Council(s)	Date Submitted to NC	Amount Requested	Amount Awarded
		\$	\$
		\$	\$
		\$	\$

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 below:

Source of Funding	Amount	Total Projected Cost
	\$	
	\$	
	\$	

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

10a) Start date: ____/____/____

10b) Date Funds Required: ____/____/____

10c) Expected Completion Date*: ____/____/____

After completion of the project, the applicant **must submit a Project Completion Report to the Neighborhood Council to update the Board of your project successes and challenges and for consideration of future grant requests.*

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11) 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

12) If Yes, did you request that the board member consult the Office of the City Attorney before filing this application?

☐ No ☐ Yes

If Yes, provide the date you made the request to the board member. _____

***(Please note that if a Board Member of the NC has a conflict of interest and completes this form, participates in the discussion and voting of this NPG, or signs the Board Action Certification Form (BAC), the NC Funding Program may 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*

_____	_____		_____
<i>PRINT Name</i>	<i>Title</i>	<i>Signature</i>	<i>Date</i>

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

_____	_____		_____
<i>PRINT Name</i>	<i>Title</i>	<i>Signature</i>	<i>Date</i>

*** If a current NC Board Member holds any board position or is employed in the organization, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form.**

**Neighborhood Council Funding Program
Project Completion Report Form**



Office of the
CityClerk

To be filled-out and submitted to the Neighborhood Council once the Neighborhood Purposes Grant project/activity is completed.

Awarding Neighborhood Council: _____

Applicant Name: _____

Grant Amount: \$ _____ Date Granted: _____

Did you receive funding from any other Neighborhood Council(s) for this project?

☐ No ☐ Yes

If Yes, please list below:

Neighborhood Council: _____ Grant Amount: \$ _____ Date Granted: _____

Neighborhood Council: _____ Grant Amount: \$ _____ Date Granted: _____

Neighborhood Council: _____ Grant Amount: \$ _____ Date Granted: _____

Please answer the following questions regarding the grant funding referred to above. Attach additional pages if necessary.

1. Please provide a summary of the overall project for which funding was granted.

2. Please provide a summary of how the project built community, enhanced the neighborhood, and served a public benefit.

3. In an effort to improve our grant-making, we welcome any additional comments you wish to make regarding our grant application process and post-grant reporting process.

4. Please provide pictures of the project, including any before and after images if applicable.

Submitted by

Date

E-mail

Phone

[illegible]

Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)



Office of the
CityClerk

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. **Any potential conflicts of interest indicated in Section IV of this application must be addressed with the Office of the City Attorney, Neighborhood Council Advice Division prior to the Neighborhood Council board's vote and consideration of the grant.** 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 NC

SECTION I- APPLICANT INFORMATION

1a) Avenue 50 Studio 54-2088575 CA 10/1/2003
Organization Name Federal I.D. # (EIN) State of Incorporation Date of 501(c)(3) Status (if applicable)

1b) 3714 N. Figueroa St Cypress Park CA 90065
Organization Mailing Address City State Zip Code

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

1d) **APPLICANT POINT OF CONTACT:**
Kathleen Gallegos 323/352-3010 avenue50studio@gmail.com
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 the IRS Determination Letter and status verification from the State of California** (see "Application Process" under the Applicant Instructions.)

3) **Are you applying as a fiscal sponsor for another organization?** ☒ No ☐ Yes

If yes, please provide:

Name / Address of Affiliated Organization City State Zip Code

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

The requested \$2,500 grant will support the 2026 Northeast Los Angeles Día de los Muertos Festival on November 1, 2026, at Heritage Square Museum. Hosted by NELA United for Students in collaboration with Avenue 50 Studio, this free community event celebrates Día de los Muertos through cultural performances, live music, youth activities, local artists, Low Riders, altars, and family-friendly programming. The funding will help cover event production costs and ensure the festival remains free and accessible to the public.

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 free festival serves the public by preserving cultural traditions, bringing families together, supporting local artists and small businesses, and providing educational and cultural experiences for residents of all ages. With an expected attendance of over 2,000 community members, the event promotes community pride, neighborhood engagement, and access to arts and culture for everyone.

SECTION III - PROJECT BUDGET OUTLINE

Please provide a detailed Project Budget Outline below. You may also provide a Project Budget Outline on a separate sheet if necessary or requested. **(Note: Administrative costs of the organization or admission fees cannot be funded through a Neighborhood Purposes Grant.)**

6) Project Expenses	Requested of NC	Total Projected Cost
Stage & Sound	\$ 1,000	\$3,000 x 3
Entertainment & Youth activigies	\$ 800	\$2,400 x 3
Event Promotion	\$ 300	\$900 x 3
Event Supplies	\$ 400	\$1,200 x 3
	\$	\$
	\$	\$

7a) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project within the last 18 months?

☐ No ☒ Yes

If Yes, please describe below:

Neighborhood Council(s)	Date Submitted to NC	Amount Requested	Amount Awarded
HHPN	July 2025	\$5,000	\$2,350
Arroyo Seco	July 2025	\$2,500	\$2,500
		\$	\$

7b) Have you (applicant) applied to any other Neighborhood Councils requesting funds for any project within the last 18 months?

☒ No ☐ Yes

If Yes, please describe below:

Neighborhood Council(s)	Date Submitted to NC	Amount Requested	Amount Awarded
		\$	\$
		\$	\$
		\$	\$

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 below:

Source of Funding	Amount	Total Projected Cost
Historic Highland Park NC	\$ 2,500	7,500 x 3
Arroyo Seco NC	\$ 2,500	7,500 x 3
Lincoln Heights	\$ 2,500	7,500 x 3

9) What is the TOTAL amount of the grant funding requested with this application: \$ 2,500

10a) Start date: 11/1/2026

10b) Date Funds Required: 10/1/2026

10c) Expected Completion Date*: 11/2/2026

After completion of the project, the applicant **must submit a Project Completion Report to the Neighborhood Council to update the Board of your project successes and challenges and for consideration of future grant requests.*

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11) 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

12) If Yes, did you request that the board member consult the Office of the City Attorney before filing this application?

☐ No ☐ Yes

If Yes, provide the date you made the request to the board member. _____

***(Please note that if a Board Member of the NC has a conflict of interest and completes this form, participates in the discussion and voting of this NPG, or signs the Board Action Certification Form (BAC), the NC Funding Program may 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*

Kathleen Gallegos

PRINT Name

Founder and Director

Title

K. Gallegos

Signature

8/1/26

Date

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

Raoul De la Sota

PRINT Name

Secretary

Title

Raoul De la Sota

Signature

8/1/2026

Date

*** If a current NC Board Member holds any board position or is employed in the organization, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form.**

