

# Monthly Expenditure Report



Reporting Month: June 2025

Budget Fiscal Year: 2024-2025

NC Name: Van Nuys Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$19550.05	\$9544.68	\$10005.37	\$40.50	\$100.00	\$9864.87

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$28960.00	\$4044.68	\$6215.37	\$40.50	\$6174.87
Outreach		\$1500.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$3000.00	\$0.00	\$3000.00	\$0.00	\$3000.00
Neighborhood Purpose Grants	\$12790.00	\$4000.00	\$790.00	\$0.00	\$790.00
Funding Requests Under Review: \$100.00		Encumbrances: \$0.00		Previous Expenditures: \$25199.95	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	VBS VONAGE BUSINESS	06/05/2025	Monthly phone bill. Budgeted line item.	General Operations Expenditure	Office	\$47.99
2	PY ALL RIGHT STORAGE	06/10/2025	Monthly storage unit fee. Budgeted line item.	General Operations Expenditure	Office	\$195.00
3	FEDEX OFFIC19000019026	06/11/2025	Printed materials for 6/11/25 VNNC Board Meeting. Budgeted line item.	General Operations Expenditure	Office	\$81.37
4	SQ BRIDGEGAP	06/13/2025	Bridgegap monthly Administrative Services. Budgeted line item.	General Operations Expenditure	Office	\$250.00
5	SQ BRIDGEGAP	06/13/2025	Bridgegap note-taking for meetings. Budgeted line item	General Operations Expenditure	Office	\$186.90
6	BRIDGEGAP TEMPORARY STAFFING AND SERVICES AGENCY	05/19/2025	Minutes taking for Oct. 2024 - April 2025	General Operations Expenditure	Office	\$950.08
7	BRIDGEGAP TEMPORARY STAFFING AND SERVICES AGENCY	05/19/2025	Administrative Services for Oct. 2024 - April 2025	General Operations Expenditure	Office	\$1750.00

8	WENDY L. MOORE / MOORE BUSINESS RESULTS	06/02/2025	Web Admin. and Posting for May 2025	General Operations Expenditure	Office	\$583.34
9	Parents, Educators/Teachers & Students in Action (PESA)	06/02/2025	Discussion and possible action to recommend that the VNNC Board approve an NPG application from PESA for up to \$4,000 to support "Vulnerable Youth with Needed Supplies"	Neighborhood Purpose Grants		\$4000.00
10	City of Los Angeles Congress of Neighborhoods - Event	06/02/2025	Discussion and possible action to recommend that the VNNC Board approve a contribution of \$1000 to support the L.A. Congress of Neighborhoods, which will be held on September 27th at City...	General Operations Expenditure	Outreach	\$1000.00
11	Neighborhood Council Budget Day	06/02/2025	Discussion and possible action to recommend that the VNNC Board approve a contribution of \$500 to support Neighborhood Council Budget Day and related activities.	General Operations Expenditure	Outreach	\$500.00
<b>Subtotal:</b>						<b>\$9544.68</b>

<b>Outstanding Expenditures</b>						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	City of LA Publishing Services	11/22/2024	Business Card Printing 03/05/2020 (Overdue Invoice)	General Operations Expenditure	Office	\$40.50
<b>Subtotal: Outstanding</b>						<b>\$40.50</b>



Vonage Business Inc  
PO Box 23887  
New York, NY 10087-3887  
United States  
FEIN/EIN: 77-0704688

# INVOICE

**Van Nuys Neighborhood Council:Los Angeles**  
Kathy Schreiner  
13530 LEADWELL ST  
#9  
Van Nuys, California 91405  
United States

**Account Number:** 400375  
**Invoice Number:** INV11865935  
**Invoice Date:** 06/04/2025  
**Due Date:** 06/04/2025

## Invoice Summary

<b>One-Time Charges:</b>	\$0.00
<b>Monthly Charges:</b>	\$31.48
<b>Usage Charges:</b>	\$0.00
<b>Fees:</b>	\$7.99
<b>Taxes &amp; Other Surcharges:</b>	\$8.52
<b>Invoice Total:</b>	<b>\$47.99</b>
<b>Total Amount Payable:</b>	<b>\$0.00</b>

### Payment Instructions:

All bank processing and currency conversion fees are the responsibility of the customer and must be covered when remitting payment. Please include the invoice number as a payment reference.

Visit our support site for a description of the invoice:

<https://businesssupport.vonage.com/articles/answer/Online-Account-Billing-Overview-21415>

## Location Summary

Location	One-Time Charges	Monthly Charges	Usage	Fees	Taxes	Total
<b>Van Nuys Neighborhood Council:Los Angeles</b>	\$0.00	\$31.48	\$0.00	\$7.99	\$8.52	<b>\$47.99</b>

## Van Nuys Neighborhood Council:Los Angeles

Address: 13530 LEADWELL ST #9, Van Nuys, California 91405 United States

Term End Date: 12/03/2025

## Monthly Charges

Description	Quantity	Rate	Amount	Taxes	Total
<b>10DLC SMS Campaign Monthly fee</b> Service Period: 06/04/2025 to 07/03/2025	1	\$1.50	\$1.50	\$0.00	\$1.50
<b>Local Company Number</b> Service Period: 06/04/2025 to 07/03/2025	1	\$9.99	\$9.99	\$0.90	\$10.89
<b>Mobile Unlimited Extension Service</b> Service Period: 06/04/2025 to 07/03/2025	1	\$19.99	\$19.99	\$5.07	\$25.06
				<b>Subtotal:</b>	\$31.48
				<b>Taxes:</b>	\$5.97
				<b>Total:</b>	<b>\$37.45</b>

## Fees

Description	Amount	Taxes	Total
<b>Emergency Services Fee</b> Service Period: 06/04/2025 to 07/03/2025	\$0.99	\$0.32	\$1.31
<b>Recovery Fee</b> Service Period: 06/04/2025 to 07/03/2025	\$7.00	\$2.23	\$9.23
		<b>Subtotal:</b>	\$7.99
		<b>Taxes:</b>	\$2.55
		<b>Total:</b>	<b>\$10.54</b>

## Taxes & Other Surcharges

Description	Total
City - Utility Users Tax (VoIP)	\$3.63
Federal Program Fee	\$3.50
State - E911 (VoIP)	\$0.41
State - E-988 (VoIP)	\$0.08
State - CA Public Purpose Program Surcharge (VoIP)	\$0.90
<b>Total:</b>	
	<b>\$8.52</b>

## Payments & Adjustments

Transaction Date	Transaction Type	Description	Total Amount
06/04/2025	Payment	MasterCard *****0814	(\$47.99)
<b>Total</b>			<b>(\$47.99)</b>

**All Right Storage - Van Nuys**  
**6900 Van Nuys Blvd**  
**Van Nuys, CA 91405**

**(818) 786-4335**

# Payment Receipt

**Tenant** Van Nuys Neighborhood Council  
**Company** c/o: Kathy Schreiner  
**Address** PO Box 3118  
**City, State, Zip** Van Nuys CA 91407

**Date Printed** June 10, 2025  
**Payment Date** June 10, 2025 12:12 AM  
**Unit** 2370  
**Available Credit** 0.00  
**Current Balance** 0.00  
**Paid Thru** July 9, 2025  
**Receipt Number** **141710** **By AA**

<u>Date</u>	<u>Unit</u>	<u>Description</u>	<u>Charge</u>	<u>Discount</u>	<u>Tax</u>	<u>Total</u>	<u>Payment</u>	<u>Method</u>
06/10/25	2370	Rent 6/10-7/9	195.00	0.00	0.00	195.00	195.00	Master Card
		Taxes					0.00	
		Payment (less tax)					195.00	
		Payment Subtotal					195.00	
		Credits Applied					0.00	
		Refunds Applied					0.00	
		Total Applied to Account					195.00	
		Current Account Balance					0.00	
		Paid By					Master Card ****0814	
		Paid Thru Date					July 9, 2025	

Transaction Type Sale  
Authorization 093031  
Reference pl\_txn\_6847dafb8cf6c48afb1ef59

I agree to pay the above amount according to the card issuer statement.

x \_\_\_\_\_



5810 Sepulveda Blvd  
 Van Nuys, CA, 91411-2507  
 (818) 780-2123

Terminal: 1902M600MIX03  
 6/11/2025 14:30  
 Receipt #: VNYKKBD46814  
 Type: Purchase

Qty	Description	Amount
26	PNG B&W S/S 8.5x11 & 8.5x14	5.72
3	PNG B&W S/S 8.5x11 & 8.5x14	0.66
2	PNG B&W S/S 8.5x11 & 8.5x14	0.44
6	PNG Color S/S 8.5x11 & 8.5x14	4.56
3	PNG Color S/S 8.5x11 & 8.5x14	2.28
26	PNG B&W S/S 8.5x11 & 8.5x14	5.72
180	PNG B&W S/S 8.5x11 & 8.5x14	39.60
2	PNG Color S/S 8.5x11 & 8.5x14	1.52
54	PNG B&W S/S 8.5x11 & 8.5x14	11.88
8	PNG B&W S/S 8.5x11 & 8.5x14	1.76
<b>SubTotal</b>		<b>74.14</b>
<b>District tax</b>		<b>1.85</b>
<b>County tax</b>		<b>0.93</b>
<b>State tax</b>		<b>4.45</b>
<b>Total</b>		<b>USD \$81.37</b>

Acct #:\*\*\*\*\*0814  
 MASTERCARD  
 Chip Read  
 Auth No.: 022074  
 Mode: Issuer  
 AID: A0000000041010  
 NO CVM  
 CVM Result: 1F0302  
 TVR: 0000008000  
 IAD:  
 0110607001220000892B00000000000000FF  
 TSI: E800  
 ARC: 00  
 APPROVED

The Cardholder agrees to pay the Issuer of the charge card in accordance with the agreement between the Issuer and the Cardholder.



Tell us how we did and get \$7 off your next purchase of \$40 or more print products\*

Take the survey by scanning the QR code below or visit [www.fedex.com/welisten](http://www.fedex.com/welisten)



Offer expires 6/30/2026

\*Terms & Conditions  
 \$7 off print order of \$40.00 or more. Discount applies to orders placed in a FedEx Office® store or online through Office.FedEx.com. Offer is valid at time of purchase only, no cash value and may not be discounted or credited toward past or future purchases; discount cannot be used in combination with custom-bid orders, other coupons, or discounts, including account pricing. Discount not valid on the following products and services: finishing-only orders; digital, passport or mounted photo; self-service print, fax, scan, or shred; products provided by third party sites not hosted by FedEx Office. Does not apply to packing, shipping, rush, or delivery charges. Does not apply to retail products. No cash value. Offer void where prohibited or restricted by law. Products, services, and hours may vary by location. TM use promo SKU 40269 for Business Printing Services such as FPM. © 2025 FedEx. All rights reserved."

By submitting your project to FedEx Office or by making a purchase in a FedEx Office store, you agree to all FedEx Office terms and conditions, including limitations of liability.

Request a copy of our terms and conditions from a team member or visit [fedex.com/officeserviceterms](http://fedex.com/officeserviceterms) for details.



**Bridgegap**  
 10008 National Blvd.#319  
 Los Angeles, CA 90034 United States  
 info@btsasa.com | (310) 387-1374

Invoice #20091389

Issue date  
 Jun 9, 2025

# VNNC052025 Admin Services

We appreciate your business.

**Customer**

David Harari  
 VNNC  
 david.harari@vnnc.org

**Invoice Details**

PDF created June 10, 2025  
 \$250.00

**Payment**

Due July 9, 2025  
 \$250.00

Items	Quantity	Price	Amount
Admin Support	1	\$250.00	\$250.00
Subtotal			\$250.00

**Total Due** **\$250.00**



**Pay online**

To pay your invoice go to <https://squareup.com/u/XQ8fkN4I>  
 Or open the camera on your mobile device and place the QR code in the camera's view.





**Bridgegap**  
 10008 National Blvd.#319  
 Los Angeles, CA 90034 United States  
 info@btsasa.com | (310) 387-1374

Invoice #20091390

Issue date  
 Jun 9, 2025

# VNNC05282025

We appreciate your business.

**Customer**

David Harari  
 VNNC  
 david.harari@vnnc.org

**Invoice Details**

PDF created June 10, 2025  
 \$186.90  
 Service date May 28, 2025

**Payment**

Due July 9, 2025  
 \$186.90

Items	Quantity	Price	Amount
Minute Taking	1	\$186.90	\$186.90
Subtotal			\$186.90

**Total Due** **\$186.90**



**Pay online**

To pay your invoice go to <https://squareup.com/u/IMb6wAtB>  
 Or open the camera on your mobile device and place the QR code in the camera's view.





**Bridgegap**  
 10008 National Blvd.#319  
 Los Angeles, CA 90034 United States  
 info@btsasa.com | (310) 387-1374

Invoice #20091376

Issue date  
 May 11, 2025

# VNNC Various Minutes

We appreciate your business.

**Customer**

David Harari  
 VNNC  
 david.harari@vnn.org

**Invoice Details**

PDF created May 12, 2025  
 \$950.08

**Payment**

Due June 10, 2025  
 \$950.08

Items	Quantity	Price	Amount
Minute Taking	1	\$950.08	\$950.08
Subtotal			\$950.08

**Total Due \$950.08**



**Pay online**

To pay your invoice go to <https://squareup.com/u/vWQBhr1>  
 Or open the camera on your mobile device and place the QR code in the camera's view.

10008 National Blvd #319  
 Los Angeles, CA 90034-3809  
 Phone 213.797.0999

DATE: MAY 11, 2025

**TO:**  
 David Harari  
 VNNC Treasurer  
 200 N. Spring Street 20<sup>th</sup> Floor  
 Los Angeles, CA 90012  
 Phone

**COMMENTS OR SPECIAL INSTRUCTIONS: TAKE MINUTES FOR MEETING**

ASSIGNED SPECIALIST	NEIGHBORHOOD COUNCIL	ACCOUNT NUMBER	DATE	TIME	TERMS
Staff	VNNC	123	Various	NA	Due on receipt

QUANTITY	DESCRIPTION	RATE	TOTAL
1	Prepare minutes 10092024		7.0
1	Prepare minutes 11112024		6.5
1	Prepare minutes 02262025		3.0
1	Prepare minutes 03122025		6.5
1	Prepare minutes 04092025		7.5
		SUBTOTAL	30.50
		HOURLY RATE	31.15
		TOTAL DUE	950.08

## Invoice Number 124018

If you have any questions concerning this work order, contact Terrence Gomes, [info@BTSASA.com](mailto:info@BTSASA.com)

**THANK YOU FOR YOUR BUSINESS!**



**Bridgegap**  
 10008 National Blvd.#319  
 Los Angeles, CA 90034 United States  
 info@btsasa.com | (310) 387-1374

Invoice #20091371

Issue date  
 May 9, 2025

# VNNC Various Admin Services

We appreciate your business.

**Customer**

David Harari  
 VNNC  
 david.harari@vnnc.org

**Invoice Details**

PDF created May 12, 2025  
 \$1,750.00

**Payment**

Due June 8, 2025  
 \$1,750.00

Items	Quantity	Price	Amount
Admin Support	1	\$1,750.00	\$1,750.00
Subtotal			\$1,750.00

**Total Due** **\$1,750.00**



**Pay online**

To pay your invoice go to <https://squareup.com/u/Cn3mLvIK>  
 Or open the camera on your mobile device and place the QR code in the camera's view.

10008 National Blvd #319  
 Los Angeles, CA 90034-3809  
 Phone 213.797.0999

DATE: MAY 9, 2025

**TO:**  
 David Harari  
 VNNC Treasurer  
 200 N. Spring Street 20<sup>th</sup> Floor  
 Los Angeles, CA 90012

**COMMENTS OR SPECIAL INSTRUCTIONS: ADMIN SERVICES**

ASSIGNED SPECIALIST	NEIGHBORHOOD COUNCIL	ACCOUNT NUMBER	DATE	TIME	TERMS
TG	VNNC	123	Various	NA	Due on receipt

QUANTITY	DESCRIPTION	RATE	TOTAL
1	Administrative Services VNNC October 2024		\$250.00
1	Administrative Services VNNC November 2024		\$250.00
1	Administrative Services VNNC December 2024		\$250.00
1	Administrative Services VNNC January 2025		\$250.00
1	Administrative Services VNNC February 2025		\$250.00
1	Administrative Services VNNC March 2025		\$250.00
1	Administrative Services VNNC April 2025		\$250.00
		SUBTOTAL	\$1750.00
		TOTAL DUE	\$1750.00

**Invoice Number 123043**

If you have any questions concerning this work order, contact Terrence Gomes, [info@BTSASA.com](mailto:info@BTSASA.com)

**THANK YOU FOR YOUR BUSINESS!**



Invoice #VNNC 2025 0601  
Number

Date June 1, 2024

Please remit to:

Ms. Kathy Schreiner  
Van Nuys Neighborhood Council  
PO Box 3118  
Van Nuys, CA 91401

Wendy Moore  
Moore Business Results  
19300 Rinaldi St. #7524  
Northridge, CA 91327

818 252-9399  
wmoore@moorebusinessresults.com  
<http://www.moorebusinessresults.com/>  
City of LA Tax #549794-29

Communication services	535.84
Developer services	47.50
<b>Total Amount Due:</b>	<b>\$583.34</b>

Thank you for your business. We appreciate working with you.  
Please pay within 21 days of invoice date. Payments not received by that date may incur a late fee of \$25.  
We may also assess a 1.5% interest charge per month on late payments. Interest accrues retroactively from the due date. If the invoice is not paid within 90 days, additional collections fees may apply. Returned checks are \$25.

Date	Service	Hours
5/2/2025	Committee agendas	0.17
5/7/2025	Update senior symposium on news, calendar. Add to social. Job fair on calendar	0.25
5/8/2025	Calendar: know your rights town hall. Mother's Day on social	0.17
5/9/2025	Agenda	0.25
5/12/2025	Meeting eblast draft	0.75
5/13/2025	Finalize and send eblast. Meeting on social	0.17
5/14/2025	Cancel meeting. Fb/lg/Nd	0.17
5/16/2025	Pet adoptions, senior symposium on social. Senior self defense on calendar & social	0.25
5/19/2025	Pet resource fair on calendar. G line construction news on home. Social	0.25
5/22/2025	Calendar: Ball with a Cop, LAFD pancake breakfast. Memorial day on social	0.17
5/23/2025	Agenda, Special meeting graphic. Calendar: ESFV meeting, clean up	0.50
5/27/2025	Board Minutes 2024, 2025	0.67
5/30/2025	Exec & Budget agendas	0.17
	Communications Total	3.94
5/13/2025	Developer updated WordPress, Plugins, theme	0.50

**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: Van Nuys Neighborhood Council

**SECTION I - APPLICANT INFORMATION**

1a) Parents Educators Teachers and Students in Action      46-2694430      California      12/20/13  
*Organization Name*      *Federal I.D. # (EIN#)*      *State of Incorporation*      *Date of 501(c)(3) Status (if applicable)*

1b) 14500 Roscoe Blvd. , Fourth Floor      Panorama City      Ca.      91402  
*Organization Mailing Address*      *City*      *State*      *Zip Code*

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

1d) **PRIMARY CONTACT INFORMATION:**

Seymour Amster      818-943-0613      Seymour.Amster @pesa-edu.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. **Supporting Vulnerable Youth with Needed Supplies for the fiscal year 2024-2025 within the boundaries of Van Nuys Neighborhood Council**

Parents Educators Teachers and Students in Action (PESA) receives referrals from the District Attorney's Office, Probation Department, and other entities of youth residing within the boundaries of this Neighborhood Council that need supportive services and supplies. The purpose of the referrals is to address inappropriate behavior and provide these youth with supportive services and supplies. PESA provides these youth with mental health support, career training and educational support. These youth require supportive services for the purchase of food, household items, clothing, school supplies and at times temporary housing. At times their families need this support as well.

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)

PESA does not have an adequate funding stream to support the needs of these youth residing within the boundaries of this neighborhood council concerning supportive supplies. Many of these youth are struggling to eat on a daily basis and even at times finding a place to reside on a daily basis or even medical insurance to pay for supportive services. Therefore by providing funding for this NPG request you will assist us in supporting these vulnerable youth and breaking the cycle of poverty. All of our programs are designed to break the cycle of poverty, homelessness, and criminal behavior. PESA's methodology: insert aid into every area that is a consequence or determinant of homelessness, poverty or criminal justive involvement. This serves a valuable public purpose and benefits the public at large by addressing the pipeline that leads to criminal behavior,

**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>
		\$	\$
		\$	\$
		\$	\$

6b)	<b>Non-Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
	Food, household items, school supplies, clothing, housing	\$ 5,000.00	\$ 7,500.00
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?  
 No  Yes If Yes, please list names of NCs: \_\_\_\_\_

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:

<b>Source of Funding</b>	<b>Amount</b>	<b>Total Projected Cost</b>
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 5,000.00

10a) Start date: 03 / 01 / 25 10b) Date Funds Required: 05 / 20 / 25 10c) Expected Completion Date: 6 / 30 / 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:

<b>Name of NC Board Member</b>	<b>Relationship to Applicant</b>

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\*

Seymour Amster President/Chief Executive Officer [Signature] 4/02/25  
 PRINT Name Title Signature Date

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

Francine Amster Secretary [Signature] 4/02/25  
 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](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form



Department of the Treasury  
Internal Revenue Service

OGDEN UT 84201-0029

In reply refer to: 4077591934  
Oct. 28, 2015 LTR 4168C 0  
46-2694430 000000 00

00030922

BODC: TE

PARENTS EDUCATORS-TEACHERS &  
STUDENTS IN ACTION  
18017 CHATSWORTH ST  
GRANADA HILLS CA 91344-5608

007650

Employer Identification Number: 46-2694430  
Person to Contact: Ms. Wiles  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Oct. 05, 2015, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in December 2013.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.


Please refer to our website [www.irs.gov/eo](http://www.irs.gov/eo) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

4077591934  
Oct.-28, 2015 LTR 4168C 0  
46-2694430 000000 00  
00030923

PARENTS EDUCATORS-TEACHERS &  
STUDENTS IN ACTION  
18017 CHATSWORTH ST  
GRANADA HILLS CA 91344-5608

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



Jeffrey I. Cooper  
Director, ED Rulings & Agreement

## Request for Taxpayer Identification Number and Certification

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

▶ Go to [www.irs.gov/FormW9](http://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.  
**Parents, Educators/Teachers & Students in Action**

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

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

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ \_\_\_\_\_

Other (see instructions) ▶ **Non-Profit Corporation exempt under 501 (c)(3)**

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.  
**18017 Chatsworth Street #337**

6 City, state, and ZIP code  
**Granada Hills, Ca. 91344**

7 List account number(s) here (optional)

Requester's name and address (optional)

Print or type. 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.

<b>Social security number</b>													
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px; border: 1px solid black;"></td> <td style="width: 20px; height: 20px; border: 1px solid black;"></td> <td style="width: 20px; height: 20px; border: 1px solid black;"></td> <td style="width: 20px; height: 20px; border: 1px solid black;"></td> <td style="width: 20px; height: 20px; border: 1px solid black;"></td> <td style="width: 20px; height: 20px; border: 1px solid black;"></td> <td style="width: 20px; height: 20px; border: 1px solid black;"></td> <td style="width: 20px; height: 20px; border: 1px solid black;"></td> <td style="width: 20px; height: 20px; border: 1px solid black;"></td> <td style="width: 20px; height: 20px; border: 1px solid black;"></td> <td style="width: 20px; height: 20px; border: 1px solid black;"></td> <td style="width: 20px; height: 20px; border: 1px solid black;"></td> </tr> </table>													
OR													
<b>Employer identification number</b>													
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px; border: 1px solid black;">4</td> <td style="width: 20px; height: 20px; border: 1px solid black;">6</td> <td style="width: 20px; height: 20px; border: 1px solid black;"></td> <td style="width: 20px; height: 20px; border: 1px solid black;">-</td> <td style="width: 20px; height: 20px; border: 1px solid black;">2</td> <td style="width: 20px; height: 20px; border: 1px solid black;">6</td> <td style="width: 20px; height: 20px; border: 1px solid black;">9</td> <td style="width: 20px; height: 20px; border: 1px solid black;">4</td> <td style="width: 20px; height: 20px; border: 1px solid black;">4</td> <td style="width: 20px; height: 20px; border: 1px solid black;">3</td> <td style="width: 20px; height: 20px; border: 1px solid black;">0</td> </tr> </table>	4	6		-	2	6	9	4	4	3	0		
4	6		-	2	6	9	4	4	3	0			

### 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.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶ <b>11/26/24</b>
------------------	----------------------------	------------------------

### 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](http://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.



**CITY OF LOS ANGELES**  
 Office of Finance  
 P.O. Box 53200  
 Los Angeles CA 90053-0200

PARENTS, EDUCATORS / TEACHERS & STUDENTS IN ACTION

18017 CHATSWORTH STREET UNIT #337  
 GRANADA HILLS, CA 91344-5608

14500 ROSCOE BLVD FLOOR #4TH  
 PANORAMA CITY, CA 91402-4190

**THIS CERTIFICATE MUST BE POSTED AT PLACE OF BUSINESS**  
**CITY OF LOS ANGELES TAX REGISTRATION CERTIFICATE**  
 THIS CERTIFICATE IS GOOD UNTIL SUSPENDED OR CANCELLED

ACCOUNT NO.	FUND/CLASS	DESCRIPTION	ISSUED:08/15/2022	STARTED	STATUS
0002893373-0001-4	L049	Professions / Occupations		03/01/2016	Active

**Business TAX**

**ISSUED FOR TAX COMPLIANCE PURPOSES ONLY  
 NOT A LICENSE, PERMIT, OR LAND USE AUTHORIZATION  
 ISSUED BY:**

*[Signature]*  
**DIRECTOR OF FINANCE**

**ISSUED**

PARENTS, EDUCATORS / TEACHERS & STUDENTS IN ACTION

18017 CHATSWORTH STREET UNIT #337  
 GRANADA HILLS, CA 91344-5608

**14500 ROSCOE BLVD FLOOR #4TH  
 PANORAMA CITY, CA 91402-4190**

\*No registration certificate or permit issued under the provisions of the Business Tax ordinances of the LAMC, or the payment of any tax required under the provisions of the Business Tax ordinances of the LAMC shall be construed as authorizing the conduct or continuance of any illegal business or of a legal business in an illegal manner.\*

**Neighborhood Council Funding Contribution Form  
Congress of Neighborhoods/Budget Advocacy Special Accounts**

I, Kathy Schreiner

(President or Vice-President [VP] name),

declare that I am the President or VP of the Van Nuys

Neighborhood Council (NC) and that on 05/28/2025 (meeting date), a Brown Act-noticed public meeting was held by the NC with a quorum of 11 (number) board members present and that by a vote of 11 (number) Yea, 0 (number) Nay, and 0 (number) Abstentions, the NC approved funding contribution(s) from our current Fiscal Year budget for the following Department of Neighborhood Empowerment Special Account(s):

Neighborhood Council Budget Day in the amount of:

\*\$ 500.00 *By checking "Neighborhood Council Budget Day," you will be contributing to cover expenses associated with Budget Day, additional Budget workshops, and essential administrative needs.*

Neighborhood Council Budget Advocacy (L.A. Charter Section 909) in the amount of:

\*\$ \_\_\_\_\_

L.A. Congress of Neighborhoods (LAAC 22.801) – Event in the amount of:


\*\$ 1000.00

L.A. Congress of Neighborhoods (LAAC 22.801) – EmpowerLA Awards in the amount of:

\*\$ \_\_\_\_\_

Therefore, the Neighborhood Council requests that the Office of the City Clerk, NC Funding Program issue payment from our NC's current Fiscal Year budget to the Department of Neighborhood Empowerment for the purpose(s) as indicated above.

Contributions for Neighborhood Council Budget Advocacy and the Congress of Neighborhoods support activities and programs that advance the purpose of the Neighborhood Council System as determined by the Department of Neighborhood Empowerment. Funds do not support any specific entity, alliance, or group.

  
\_\_\_\_\_  
Signature of President or VP

05/29/2025

\_\_\_\_\_  
Date

=====

To request payment, the NC Treasurer must submit this completed form in the NC Funding System portal, Outreach Category, as the "Payment Request Document" along with the respective Board Action Certification (BAC) form. Forms must be submitted by the annual deadline for check payment requests (normally June 1<sup>st</sup>) in order to process the payment from current Fiscal Year funds.

\* Please indicate a specific funding amount; Statements such as "unused funding for this fiscal year" will disqualify the payment request.

**"Neighborhood Council Budget Day" *or*  
"City of Los Angeles Budget Advocacy" *or*  
"City of Los Angeles Congress of Neighborhoods - Event" *or*  
"City of Los Angeles Congress of Neighborhoods - Awards"**  
Address: 200 N. Spring St., Suite 224, Los Angeles, CA 90012

- You may also search the respective Special Account in the Vendor section of the Funding System portal when submitting the payment request(s).
- Please submit separate payment requests for each Special Account contribution.

**Neighborhood Council Funding Contribution Form  
Congress of Neighborhoods/Budget Advocacy Special Accounts**

I, Kathy Schreiner

(President or Vice-President [VP] name),

declare that I am the President or VP of the Van Nuys

Neighborhood Council (NC) and that on 05/28/2025 (meeting date), a Brown Act-noticed public meeting was held by the NC with a quorum of 11 (number) board members present and that by a vote of 11 (number) Yea, 0 (number) Nay, and 0 (number) Abstentions, the NC approved funding contribution(s) from our current Fiscal Year budget for the following Department of Neighborhood Empowerment Special Account(s):

Neighborhood Council Budget Day in the amount of:

\*\$ 500.00 *By checking "Neighborhood Council Budget Day," you will be contributing to cover expenses associated with Budget Day, additional Budget workshops, and essential administrative needs.*

Neighborhood Council Budget Advocacy (L.A. Charter Section 909) in the amount of:

\*\$ \_\_\_\_\_

L.A. Congress of Neighborhoods (LAAC 22.801) – Event in the amount of:


\*\$ 1000.00

L.A. Congress of Neighborhoods (LAAC 22.801) – EmpowerLA Awards in the amount of:

\*\$ \_\_\_\_\_

Therefore, the Neighborhood Council requests that the Office of the City Clerk, NC Funding Program issue payment from our NC's current Fiscal Year budget to the Department of Neighborhood Empowerment for the purpose(s) as indicated above.

Contributions for Neighborhood Council Budget Advocacy and the Congress of Neighborhoods support activities and programs that advance the purpose of the Neighborhood Council System as determined by the Department of Neighborhood Empowerment. Funds do not support any specific entity, alliance, or group.

  
\_\_\_\_\_  
Signature of President or VP

05/29/2025

\_\_\_\_\_  
Date

=====

To request payment, the NC Treasurer must submit this completed form in the NC Funding System portal, Outreach Category, as the "Payment Request Document" along with the respective Board Action Certification (BAC) form. Forms must be submitted by the annual deadline for check payment requests (normally June 1<sup>st</sup>) in order to process the payment from current Fiscal Year funds.

\* Please indicate a specific funding amount; Statements such as "unused funding for this fiscal year" will disqualify the payment request.

**"Neighborhood Council Budget Day" *or*  
"City of Los Angeles Budget Advocacy" *or*  
"City of Los Angeles Congress of Neighborhoods - Event" *or*  
"City of Los Angeles Congress of Neighborhoods - Awards"**

Address: 200 N. Spring St., Suite 224, Los Angeles, CA 90012

- You may also search the respective Special Account in the Vendor section of the Funding System portal when submitting the payment request(s).
- Please submit separate payment requests for each Special Account contribution.