

SECTION II - PROJECT DESCRIPTION

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

The purpose of this grant is to help fund Encino Elementary School's annual 5th grade outdoor educational field trip experience to Vasa Park with Team Play Events. This long-standing educational tradition supports student growth, leadership, and community building. This trip is not a luxury or a reward, but rather a culminating learning experience that gives every 5th grader—regardless of family financial circumstances—the chance to develop teamwork, resilience, and outdoor education skills in a safe and structured environment. Last year, due to lack of funds, the trip was canceled at the very last minute. The disappointment was deeply felt by the entire school community. With the Council's support, we hope to ensure that this year's 5th graders do not face the same outcome and can participate in this rite of passage together.

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 grant will serve a public purpose by ensuring equitable access to an educational experience that benefits all students in our Encino community, not just those who can afford to pay. The trip directly supports the development of local children into well-rounded citizens by teaching cooperation, environmental stewardship, and problem-solving in a real-world setting. The public-at-large benefits when students return to their schools and neighborhoods with strengthened leadership skills, improved social-emotional health, and stronger connections to one another. These outcomes help create a more engaged, resilient, and collaborative youth community in Encino—values that align directly with the mission of the Encino Neighborhood Council. In recognition of the Council's support, we will proudly acknowledge ENC's contribution by placing an ad in the graduation booklet, providing a mention in the yearbook, and acknowledging ENC publicly at school-wide events and communications.

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



Proposal of Service

Team Play Events
 2854 Triunfo Canyon Rd.
 Agoura Hills, CA 91301
Phone: (818)889-3336 Fax: (818)889-2416
www.teamplayevents.com

Prepared for:	Encino Charter Elementary	Prepared by:	Amanda Olshever
	Megan Grossman	Event Date:	Thursday, May 28, 2026
	16941 Addison St	Event Type:	On-Site
	Encino, CA 91316	Guest Count:	60

Occasion	Encino Charter Elementary Picnic	Venue:	Vasa Park
			2854 Triunfo Canyon Rd
Time:	10:00 am - 2:00 pm		Agoura Hills, CA 91301

ESTIMATE Prices Subject to Change.

Welcome back to Vasa Park! Nestled in the heart of nature, Vasa Park offers a beautiful outdoor setting filled with scenic landscapes, open spaces, and fresh air. Surrounded by rolling hills and mature trees, it's the perfect place to relax, explore, and enjoy the peaceful beauty of the outdoors while creating memorable experiences.

A field trip at Vasa Park offers more than just a fun day outdoors, it creates meaningful, hands-on learning opportunities for students.

Environmental Awareness

Students can explore plants, trees, and wildlife, building a deeper understanding of nature and ecosystems in a real-world setting.

Social & Team-Building Skills

Group games and shared activities encourage communication, cooperation, and problem-solving outside the classroom.

Physical Activity & Wellness

Open space and outdoor play promote movement, coordination, and an appreciation for healthy, active lifestyles.

Experiential Learning

Being outside the classroom helps reinforce concepts through observation, exploration, and interactive experiences.

Creativity & Imagination

Natural surroundings inspire creative thinking, whether through unstructured play, storytelling, or nature-based activities.

Emotional Well-Being

Time in nature can reduce stress, improve mood, and help students feel more relaxed and engaged.

- This proposal has been prepared for 60 Students and 4 Chaperones
 - Minimum of 50 students is required for School Package Pricing.
- All School Packages are priced based on a four (4) hour event. Event may be extended upon request for 10% of the overall event total per each additional half hour.
 - Outside food and beverages (except for sealed bottled waters) are not permitted at Vasa Park.
- Single day special event insurance or Certificate of Insurance (COI) naming us as additionally insured (specific verbiage required) is required for the day of the event.
 - All participating guests under the age of 18 must have a Team Play Events liability waiver signed on their behalf (by a parent or legal guardian) in order to use our equipment and participate in any programmed activities. Waivers will be sent via email in PDF form prior to the event date by your event's Sales Manager and will be collected from your event's Picnic Manager upon your arrival.
 - Parent or teacher chaperones are required for all school events. All provided staff and attendants are responsible for enforcing the intended and proper use of equipment to ensure participant safety. Team Play Events' staff are not responsible for monitoring the general behavior of students and guests during the event.
 - An \$850.00 deposit is required for Team Play Events to hold the event date and reserve equipment and entertainment.
- Final payment is due ten (10) business days prior to your event date. Final head count (for both students and chaperones) is due ten (10) business days prior to your event date.
 - Selection of specific equipment (for applicable items) is due upon confirmation of your event to ensure availability.
- Any allergies or dietary restrictions must be communicated to your event's Sales Manager no later than ten (10) business days prior to the event. Team Play Events will make reasonable efforts in order to accommodate any allergies or dietary restrictions but is ultimately not liable for any allergic reactions that may occur during your event.

<i>Games and Attractions</i>	Total
Alpine Tube Riding - Included in School Package Take a 200 foot thrill ride on inner tubes down our incredible alpine slide! (<i>Vasa Park exclusive</i>) <i>*Shoes/sandals with backs are required. Sandals with a strap on the back are allowed. Flip flops are <u>not</u> allowed.*</i>	0.00
Colossal Rollercoaster Obstacle Course - Included in School Package Turn up the friendly competition with our action-packed inflatable obstacle course! Our greatest inflatable obstacle course mirrors the excitement of a real roller coaster with its climbs, dips, twists, and turns. Accommodates two people at once for a thrilling race!	0.00
Team Building Activities - 30 minutes - Included in School Package 30 minutes of team building activities including challenges such as sack races, buddy walkers, a water balloon toss, and more!	0.00
Lawn Games Package - Included in School Package Nothing sets the tone for an afternoon in the park better than a collection of everyone's favorite lawn games. This package includes Cornhole, Jumbo Jenga, Ping Pong, and Giant 4 in a Row.	0.00
Sports Equipment - Included in School Package Includes soccer ball, football, volleyball, basketball, and frisbees.	0.00
Entertainment Subtotal:	0.00

<i>Miscellaneous</i>	Price	Qty	Total
2026 School Package #1	2,500.00	1	2,500.00
Through group activities, games, and shared experiences, students naturally build teamwork, strengthen communication skills, and develop leadership abilities. These moments encourage collaboration, boost confidence, and promote positive social interaction in a relaxed, engaging environment; making the day not only fun, but truly enriching.			
Park Area: Sycamore Grove			
Includes:			
- Organized team building games			
- Alpine Tube Slide			
- (1) Inflatable Obstacle Course			
- Lawn Games			
- Sand Volleyball court, basketball, soccer goals, and sports equipment			
- Picnic Manager and all package related staff			
- Exclusive use of Sycamore Grove Area of the park			
- Sound System with iPod			
Sound System - Included in School Package Sound system and iPod with family friendly music.	0.00	1	0.00
Student Fee	12.00	60	720.00
Chaperone Fee	19.95	4	79.80
Chaperones, such as parents, teachers, or security personnel, are mandatory for all school events. A minimum of four (4) chaperones is required, with an additional (1) chaperone needed for every twenty (20) students beyond a total of 75. Price includes the cost of buffet and beverage.			
Misc Subtotal:			3,299.80

<i>Site Details</i>	Location Fee
Vasa Park Vasa	\$0.00

<i>Staffing</i>	Qty	
Games/Picnic Manager	1	
Alpine Slide Attendant	3	
Attraction Attendant	1	
Staffing Subtotal:		0.00

	(0.00)
<i>Event Subtotal:</i>	3,299.80
<i>Service Charge:</i>	0.00
<i>Sales Tax:</i>	321.73
<i>Event Total:</i>	<u>3,621.53</u>

Payments Received: 850.00

Balance Due: 2,771.53

Although we strive to be as accurate as possible, the client is responsible for the final review of the proposal. To avoid any complications, please review the proposal carefully noting items such as venue address, event date, event time, and items ordered.

Proposal valid for 30 days.

Entertainment subject to availability.

The undersigned agrees to pay all charges listed for the event services and equipment stated on this proposal.

Signature

Date

Services are not confirmed by Team Play Events, Inc. until the official signed contract and deposit are received.

2555961

FILED
In the office of the Secretary of State
of the State of California

AUG 19 2003


KEVIN SHELLEY, SECRETARY OF STATE

ARTICLES OF INCORPORATION

I

The name of this corporation is Encino Elementary School Booster Club, Inc.

II

A. This corporation is a nonprofit PUBLIC BENEFIT CORPORATION and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for:

- () public purposes.
- Or () charitable purposes.
- Or (x) public and charitable purposes

B. The specific purpose of this corporation is to raise funds for use in supporting and enriching the needs of the students and teachers at Encino Elementary School.

III

The name and address in the State of California of this corporation's initial agent for service of process is:

Name	<u>Bette Kaplan</u>
Address	<u>Encino Elementary School – 16941 Addison Street</u>
City	<u>Encino, California 91316</u>

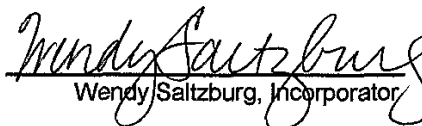
IV

A. This corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501(c)(3), Internal Revenue Code.

B. No substantial part of the activities of this corporation shall consists of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

V

The property of this corporation is irrevocably dedicated to charitable purposes and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person. Upon the dissolution or winding up of the corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Section 501(c)(3), Internal Revenue Code.


Wendy Saltzburg, Incorporator

NCTO

A0650127

2555961

FILED NG
in the office of the Secretary of State
of the State of California

AUG 21 2006

**CERTIFICATE OF AMENDMENT OF
ARTICLES OF INCORPORATION**

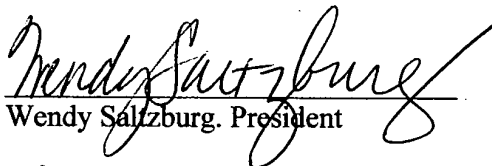
The undersigned certify that:

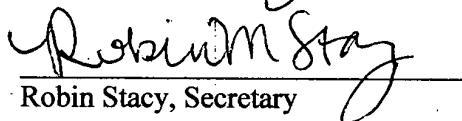
1. They are the president and the secretary, respectively, of Encino Elementary School Booster Club, Inc., a California Corporation.
2. Article I of the Articles of Incorporation of this corporation is amended to read as follows:

The name of the corporation is Encino Elementary E-TEAM, Inc.
3. The foregoing amendment of Articles of Incorporation has been duly approved by the board of directors.
4. The corporation has no members.

We further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of our own knowledge.

DATE: 8/17/06


Wendy Saltzberg, President


Robin Stacy, Secretary

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

DEPARTMENT OF THE TREASURY

Date: APR 13 2004

ENCINO ELEMENTARY SCHOOL BOOSTER
CLUB INC
C/O WENDY SALTZBURG
17328 VENTURA BLVD 306
ENCINO, CA 91316-3904

Employer Identification Number:
54-2121912

DLN:
17053076006004

Contact Person:
ZENIA LUK ID# 31522

Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:

August 31

Foundation Status Classification:

509(a)(1)

Advance Ruling Period Begins:

August 19, 2003

Advance Ruling Period Ends:

August 31, 2008

Addendum Applies:

No

Dear Applicant:

Based on information you supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably expect to be a publicly supported organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Accordingly, during an advance ruling period you will be treated as a publicly supported organization, and not as a private foundation. This advance ruling period begins and ends on the dates shown above.

Within 90 days after the end of your advance ruling period, you must send us the information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, we will classify you as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, we will classify you as a private foundation for future periods. Also, if we classify you as a private foundation, we will treat you as a private foundation from your beginning date for purposes of section 507(d) and 4940.

Grantors and contributors may rely on our determination that you are not a private foundation. If you send us the required information within the 90 days, grantors and

-2-

ENCINO ELEMENTARY SCHOOL BOOSTER

contributors may continue to rely on the advance determination until we make a final determination of your foundation status.

If we publish a notice in the Internal Revenue Bulletin stating that we will no longer treat you as a publicly supported organization, grantors and contributors may not rely on this determination after the date we publish the notice. In addition, if you lose your status as a publicly supported organization, and a grantor or contributor was responsible for, or was aware of, the act or failure to act, that resulted in your loss of such status, that person may not rely on this determination from the date of the act or failure to act. Also, if a grantor or contributor learned that we had given notice that you would be removed from classification as a publicly supported organization, then that person may not rely on this determination as of the date he or she acquired such knowledge.

If you change your sources of support, your purposes, character, or method of operation, please let us know so we can consider the effect of the change on your exempt status and foundation status. If you amend your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, let us know all changes in your name or address.

As of January 1, 1984, you are liable for social security taxes under the Federal Insurance Contributions Act on amounts of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the private foundation excise taxes under Chapter 42 of the Internal Revenue Code. However, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Internal Revenue 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.

Donors may deduct contributions to you only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, gives guidelines regarding when taxpayers may deduct payments for admission to, or other participation in, fundraising activities for charity.

You are not required to file Form 990, Return of Organization Exempt From Income Tax, if your gross receipts each year are normally \$25,000 or less. If you receive a Form 990 package in the mail, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return. Because you will be treated as a public charity for return filing purposes during your entire advance ruling

-3-

ENCINO ELEMENTARY SCHOOL BOOSTER

period, you should file Form 990 for each year in your advance ruling period that you exceed the \$25,000 filing threshold even if your sources of support do not satisfy the public support test specified in the heading of this letter.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete. So, please be sure your return is complete before you file it.

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, we will assign a number to you and advise you of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

This determination is based on evidence that your funds are dedicated to the purposes listed in section 501(c)(3) of the Code. To assure your continued exemption, you should keep records to show that funds are spent only for those purposes. If you distribute funds to other organizations, your records should show whether they are exempt under section 501(c)(3). In cases where the recipient organization is not exempt under section 501(c)(3), you must have evidence that the funds will remain dedicated to the required purposes and that the recipient will use the funds for those purposes.

-4-

ENCINO ELEMENTARY SCHOOL BOOSTER

If we said in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help us resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Enclosure(s) :
Form 872-C

Request for Taxpayer Identification Number and Certification

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

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

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. ENCINO ELEMENTARY SCHOOL E-TEAM, INC.	
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. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions. 16941 ADDISON ST	Requester's name and address (optional)
6 City, state, and ZIP code ENCINO, CA 91316	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

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

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

Social security number									
or									
Employer identification number									
5	4	-	2	1	2	1	9	1	2

Part II Certification

Under penalties of perjury, I certify that:

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

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

Sign Here

Signature of U.S. person ▶

Date ▶ 08/28/2023

General Instructions

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

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

Purpose of Form

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

- Form 1099-INT (interest earned or paid)

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

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Encino Elementary School Booster Club Inc.

EIN: 54-2121912 | Encino, California, United States

Publication 78 Data

Organizations eligible to receive tax-deductible charitable contributions. Users may rely on this list in determining deductibility of their contributions.

On Publication 78 Data List: Yes

Deductibility Code: PC [?](#)