





**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. The Neighborhood Council (NC), upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment.

Name of NC from which you are seeking this grant: Encino Neighborhood Council

**SECTION I- APPLICANT INFORMATION**

1a) Friends of the Encino-Tarzana Branch Library      23-7249/99      na      10/29/76  
**Organization Name**      **Federal I.D. # (EIN#)**      **State of Incorporation**      **Date of 501(c)(3) Status (if applicable)**

1b) 18231 Ventura Blvd.      Tarzana      CA      91356  
**Organization Mailing Address**      **City**      **State**      **Zip Code**

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

1d) **PRIMARY CONTACT INFORMATION:**  
Adele Druck      (818) 345-8923      druckadele@aol.com  
**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 Grant Request on School Letterhead**      **Attach IRS Determination Letter**

3) \_\_\_\_\_  
**Name / Address of Affiliated Organization**      **City**      **State**      **Zip Code**  
*(If applicable)*

**SECTION II - PROJECT DESCRIPTION**

4) **Please describe the purpose and intent of the grant.**  
 Proposed funds of \$850 will be used to purchase the following materials which will assist users of the Encino-Tarzana Library:  
  
 Two Freestanding Multimedia Displays, (shelves adjust to different angles for displaying a variety of library information & materials)  
 One 7-shelf Mobile Display Cart (black) (7-shelf cart has shelves that are ideal for displaying paperbacks, Audiobooks on CD's, DVD's, and music CD's)

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)**  
  
 On behalf of the Los Angeles Public Library and the Friends of the Library, the Encino-Tarzana Branch Library is privileged to submit a proposal for funds to use towards improving and providing better service to children, students, and our Encino library community. If approved, the funds would be used to serve immediate needs of the library and provide easy access to library information, ideas, and books to our diverse library patrons. We are grateful for your generosity, your trust, and most importantly, your commitment and support to our library's mission.

**SECTION III - PROJECT BUDGET OUTLINE**

6a) Personnel Related Expenses	Requested of NC	Total Projected Cost

6b) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
Library display materials	\$ 850.00	\$ 850.00

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

No  Yes, please list names of NCs: \_\_\_\_\_

8) Is the implementation of this specific program or purpose described in box 4 above contingent on any other factors or sources or funding? (Including NPG applications to other NCs)  No  Yes, please describe:

Source of Funding	Amount	Total Projected Cost

9) What is the TOTAL amount of the grant funding requested with this application: \$ 850.00

10a) Start date: 4/26/17 10b) Date Funds Required: 5/30/17

10c) Expected completion date: 5/30/17 (After completion of the project, the applicant must submit a follow-up form to the Neighborhood Council and the Department of Neighborhood Empowerment)

**SECTION IV - POTENTIAL CONFLICTS OF INTEREST**

11a) Do you (applicant) have a former or existing relationship with a Board Member of the NC?

No  Yes - Please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?  Yes  No \*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the Department 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 Appendix A, "What is a Public Benefit," and Appendix B "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 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\*

Adele Druck President Adele Druck 4/26/17  
 PRINT Name Title Signature Date

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

Esther Rose Secretary Esther R. Rose 4-26-17  
 PRINT Name Title Signature Date

\* If a current Board Member holds the position of Executive Director or Secretary, please contact the Department at (213) 978-1551 for instructions on completing this form

Address any reply to: P.O. Box 2350, Los Angeles, Calif. 90053

Department of the Treasury

LA-EO:76-1637

District Director

Internal Revenue Service

Date: OCT 29 1976 In reply refer to: J. Jones  
L-178, Code 521 EOG2:D

Determination Section (213) 688-4553

Letter of  
Exemption  
from  
Federal Income Tax

Oct 29, 1976

Friends of the Encino-Tarzana Branch  
Library  
18231 Ventura Blvd.  
Tarzana, California 91356

Purpose: Charitable  
Accounting Period Ending: December 31

Gentlemen:

Based on information 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(c)(3) of the Internal Revenue Code.

We have further determined you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 509(a)(2).

You are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. You are not liable for the taxes imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the 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 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.

If your purposes, character, or method of operation is changed, please let us know so we can consider the effect of the change on your exempt status. Also, you should inform us of all changes in your name or address.

If your gross receipts each year are normally more than \$5,000, you are required to file Form 990, Return of Organization Exempt From Income Tax, by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, for failure to file a return on time.

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

Please keep this determination letter in your permanent records.

Sincerely yours,



District Director