

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: Encino Neighborhood Council

SECTION I - APPLICANT INFORMATION

1a) Parents, Educators/Teachers & Students in Action 46-2694430 California 12/2013
Organization Name **Federal I.D. # (EIN#)** **State of Incorporation** **Date of 501(c)(3) Status (if applicable)**

1b) 18017 Chatsworth Street, Suite 337 Granada Hills Ca. 91344
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) **Attach Signed letter on School Letterhead** or 501(c)(3) Non-Profit (other than religious institutions) **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.

COVID-19 CRITICAL NEED SERVICES

Parents, Educators/Teachers & Students in Action (PESA) is the community-based organization (CBO) of the Los Angeles Superior Court Teen Court program (see letter from Judge Wesley attached). PESA receives referrals of diverted youth from the Los Angeles Police Department, as part of their juvenile arrest diversion program as well as referrals from the Los Angeles County District Attorney Office.

PESA has partnered with the Museum of Tolerance to address issues of racism and hatred caused by the COVID-19 pandemic, as part of the SHADES program of Teen Court. These issues will be addressed by online seminars and through the COVID-19 HERO project created by PESA. The COVID-19 HERO project is composed of the youth being educated on the value of not making offensive racial remarks concerning what race could have caused the COVID-19 pandemic. In addition the COVID-19 HERO series educate the youth about the COVID-19 virus and what they can do to prevent the spread of it, giving them the opportunity to being a COVID-19 HERO by writing a letter describing how they are a COVID-19 HERO and receiving a certificate of being a COVID-19 HERO.

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 address a critical public purpose that will benefit the public at large, reducing the issues of hate and racism stemming from the COVID-19 pandemic and educating the youth about COVID-19 and why they need to comply with the social distancing orders. As the social distancing rules are modified the COVID-19 HERO series will be modified to reflect these changes.

It is important to make sure our youth are educated as to why they have to follow the instructions of their parents and their teachers concerning social distancing. It is important to start educating them on this now. So that when schools are reopened they will be willing to cooperate with their teachers concerning social distancing instructions. In addition the issues of hate and racism have already been reported as a result of COVID-19, these issues will only be exacerbated when schools open up again. By educating the youth now and being able to continue that education when they go back to school the issue will be addressed. In person presentations will be created to be presented in the schools when they open up again in compliance with social distancing orders.

THIS PROJECT HAS BEEN MADE A RESOURCE TOOL TO ALL OF THE SCHOOLS IN THE COUNTY OF LOS ANGELES THROUGH THE LOS ANGELES COUNTY BOARD OF EDUCATION (LACOE).

Thus, with the funding from this grant PESA will make sure that the residents and the schools in ** Neighborhood Council benefit from this project.

** Neighborhood Council will receive recognition on all materials and items published in connection with this project.

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

| 6a) | Personnel Related Expenses | Requested of NC | Total Projected Cost |
|-----|----------------------------|-----------------|----------------------|
| | COVID-19 HERO project | \$ 2,500.00 | \$ 5,000.00 |
| | | \$ | \$ |
| | | \$ | \$ |

| 6b) | Non-Personnel Related Expenses | Requested of NC | Total Projected Cost |
|-----|---------------------------------|-----------------|----------------------|
| | COVID-19 HERO project materials | \$ 1,500.00 | \$ 3,500.00 |
| | | \$ | \$ |
| | | \$ | \$ |

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes If Yes, please list names of NCs: Most of the other Neighborhood Councils as it relates to their boundaries

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

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

9) What is the TOTAL amount of the grant funding requested with this application: \$ 4,000.00

10a) Start date: 05 / 01 / 20 10b) Date Funds Required: 05 / 20 / 20 10c) Expected Completion Date: 09 / 01 / 20
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?
 No Yes If Yes, please describe below:

| Name of NC Board Member | Relationship to Applicant |
|-------------------------|---------------------------|
| | |
| | |
| | |

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.)

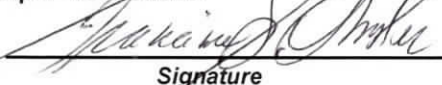
SECTION V - DECLARATION AND SIGNATURE

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 I. Amster Executive Director  05/07/20
 PRINT Name Title Signature Date

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

Francine S. Amster Secretary  05/07/20
 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form



“Creating a Better Future for Our Community through Advocacy, Mentorship and Education”

COVID-19 CRITICAL NEED SERVICES BEING OFFERED

- **Online Career Fair - Distinguished Speaker Series.**

Every week PESA is hosting speakers from different professions to give career advice to middle school students, high school students, college students and graduate students.

- **Tutoring and mentoring for diverted youth referred by LAPD or District Attorney’s office.**

- **Tutoring for all K-12 students who need educational assistance.**

- **Virtual Playdates for all K-12 students.**

To reduce the stress and feeling of isolation we are offering virtual playdates that can include insightful discussions, art/stem projects, workshops and tutoring, so our youth can interact with their friends from school.

- **COVID-19 Hero Project.**

To help our children understand what COVID-19 is and the reason to comply with parent and teacher requests for social distancing by getting a certificate acknowledging them as a COVID-19 HERO for doing so.

- **Combating Racism and Hate Incidents caused by COVID-19.**

PESA has partnered with the Museum of Tolerance to address this issue through online interactive presentations.

PESA through its COVID-19 HERO series has created online art projects and booklets to be distributed to the community to address this issue.

- **Mental Health Counseling for the Community.**

- **Mental Health Counseling for diverted youth being monitored.**

**THESE SERVICES HAVE BEEN RECOGNIZED BY THE
LOS ANGELES COUNTY BOARD OF EDUCATION (LACOE)
AS A VALUABLE RESOURCE TO EDUCATORS.**



The Superior Court

INGLEWOOD JUVENILE COURTHOUSE
110 E. REGENT STREET
INGLEWOOD, CALIFORNIA 90301
CHAMBERS OF
DAVID S. WESLEY
JUDGE (RETIRED)

TELEPHONE
(310) 412-8341
FAX
(310) 330-7071
EMAIL

DWesley@LACourt.org

June 7, 2019

To Whom It May Concern:

I am the Director of the Los Angeles Superior Court Teen Court program (hereinafter referred to as "LASC Teen Court Program"). Parents, Educators/Teachers & Students in Action (hereinafter referred to as "PESA") is a non-profit, that has been designated as the Community Based Organization for the LASC Teen Court program through a Memorandum of Understanding executed by the Superior Court and PESA (hereinafter referred to as "MOU"), a true and correct copy of the MOU is attached to this letter and incorporated herein by reference.

One of the purposes of the MOU is to designate PESA as the entity that can receive funds for the LASC Teen Court program. That is why the following language was included in the MOU:

6. Any monies received by PESA designated for use in the Teen Court, SHADES or CAYC programs cannot be used for any other program, and a categorized budget designating how monies will be spent must be submitted by PESA prior to any expenditures of the designated monies and be approved by the Judicial Director of the Program or his designee. The Judicial Director of the Program or his designee will have the right to conduct an audit concerning the expenditure of the monies.

PESA has received monies in the past from both private and public entities, such as the County of Los Angeles, for this purpose.

As such if the entity you represent has been authorized or desires to provide support to the LASC Teen Court program I would appreciate you transmitting the funds to PESA, and in compliance with the MOU, it will be used for and budgeted for use for the LASC Teen Court Program. Thank you for your support, if you have any questions or comments, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "David S. Wesley".

David S. Wesley, Judge (Retired)
Director of the Judge David S. Wesley
LASC Teen Court Program

MEMORANDUM OF UNDERSTANDING between the Los Angeles Superior Court and Parents, Educators/Teachers and Students in Action.

1. The Los Angeles Superior Court (hereinafter referred to as "LASC") is a governmental entity that as part of its outreach to the community seeks to educate citizens, especially the youth about government, the role of the courts in a democratic society, and the significance of civic participation. One of the community service programs of the LASC is the Teen Court Program of the Los Angeles Superior Court (hereinafter referred to as "Teen Court").
2. Parents, Educators/Teachers & Students in Action (hereinafter referred to as "PESA") is a 501 (c) (3) corporation whose mission statement is "Creating a better future for our community through Advocacy, Mentorship, and Education." PESA has as one of its programs the Teen Court Project for Justice. Through this program:
 - PESA agrees to assist Teen Court through its Teen Court Project for Justice program. PESA will assist Teen Court by providing support to the host school as needed. The purpose of this support will ensure that the Teen Court Program is not burdensome to the host school.
 - PESA will also assist the host school participating in Teen Court in any way possible to enhance student achievement.
 - PESA will assist Teen Court by providing opportunities to the students and juveniles involved in the Teen Court.
 - PESA will assist Teen Court by arranging and providing support for field trips or other events, such as SHADES and CAYC, that the Teen Court participants desire to engage in related to the goals of Teen Court.
 - PESA will assist Teen Court by arranging and/or hosting training programs for the participants of the program.
 - PESA will assist Teen Court by arranging or hosting presentations to occur on subjects of interest to the Teen Court participants.
 - PESA will assist Teen Court by causing opportunities for the judicial officers to become a part of the host school community, by doing things such as presenting on Senior Awards night to a graduating student(s) who participated in Teen Court.
 - PESA will assist Teen Court by providing assistance when needed in monitoring the juvenile offenders who have been sentenced.
 - PESA will assist when requested with the victims of the offenses brought before Teen Court.
 - PESA will assist the Teen Court Program by providing any other appropriate assistance to the program.
3. This MOU becomes effective on the date both parties have signed the MOU. Either party may terminate this MOU upon thirty (30) days prior written notice. If either party believes that the

MOU might violate any law or regulation, either party may terminate the MOU immediately upon written notice to the other party.

4. LASC may use PESA's name verbally in reference to the matters referred to in this MOU. PESA grants LASC the right to use PESA's name and logo in writing for matters referred to in this MOU. LASC grants PESA the right to use the LASC Teen Court Logo in writing for matters referred to in this MOU, subject to approval by the Judicial Director of the program. PESA may not use the LASC Teen Court Logo for fundraising activities.
5. Each party acknowledges that the relationship with the other is that of an independent contractor, however all activities of PESA with respect to any outreach program of the Los Angeles Superior Court must be approved by the Judicial Director of the program or the Los Angeles Superior Court Outreach Committee.
6. Any monies received by PESA designated for use in the Teen Court, SHADES or CAYC programs cannot be used for any other program, and a categorized budget designating how the money will be spent must be submitted by PESA prior to any expenditures of the designated monies and be approved by the Judicial Director of the Program or his designee. The Judicial Director of the Program or his designee will have the right to conduct an audit concerning the expenditure of the monies.
7. Each party agrees to abide by all applicable Federal and State Laws. This MOU shall be governed by and construed with the laws of the State of California. Jurisdiction for any claim, dispute, or lawsuit shall be in Los Angeles County.
8. This MOU outlines the framework of a working relationship between PESA and LASC and does not create a joint venture nor is it a binding contract.
9. This MOU does not create any rights, title for any entity other than for PESA and LASC.
10. This writing constitutes the entire MOU between LASC and PESA and can only be amended in writing.

Date:



SHERRI R. CARTER
Los Angeles Superior Court

Date: 2/27/17



SEYMOUR I. AMSTER

PESA

APPROVED AS TO FORM:


Court Counsel

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 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, EO Rulings & Agreement



CITY OF LOS ANGELES

Office of Finance
P.O. Box 53200
Los Angeles CA 90053-0200

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



*****5-DIGIT 91344 139
PARENTS, EDUCATORS / TEACHERS & AMP; STUDENTS IN ACTION
42397
18017 CHATSWORTH ST STE 337
GRANADA HILLS CA 91344-5608

THIS CERTIFICATE MUST BE POSTED AT PLACE OF BUSINESS

CITY OF LOS ANGELES TAX REGISTRATION CERTIFICATE

THIS CERTIFICATE IS GOOD UNTIL SUSPENDED OR CANCELLED
BUSINESS TAX

ISSUED: 5/7/2018

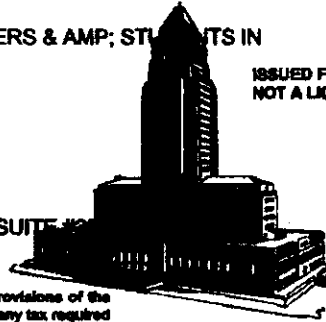
| ACCOUNT NO. | FUND/CLASS | DESCRIPTION | STARTED | STATUS |
|-------------------|------------|---------------------------|----------|--------|
| 0002893373-0001-4 | L049 | Professions / Occupations | 3/1/2016 | ACTIVE |

PARENTS, EDUCATORS / TEACHERS & AMP; STUDENTS IN ACTION
18017 CHATSWORTH ST STE 337
GRANADA HILLS CA 91344-5608

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

ISSUED TO

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



ISSUED BY:

Clare Bantel

DIRECTOR OF FINANCE

"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."

NOTIFY THE OFFICE OF FINANCE IN WRITING OF ANY CHANGE IN OWNERSHIP OR ADDRESS - Office of Finance, P.O. Box 53200, Los Angeles CA 90053-0200

FORM 200 (Rev. 11/15)

IMPORTANT - READ REVERSE SIDE

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.

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 C Corporation S Corporation Partnership Trust/estate

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.

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, Suite 337

6 City, state, and ZIP code

Granada Hills, Ca. 91344

Requester's name and address (optional)

7 List account number(s) here (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.

| Social security number | | | | | | | | |
|------------------------|--|--|---|--|--|--|--|--|
| | | | - | | | | | |

OR

| Employer identification number | | | | | | | | | |
|--------------------------------|---|---|---|---|---|---|---|---|---|
| 4 | 8 | - | 2 | 6 | 9 | 4 | 4 | 3 | 0 |

Part II Certification

Under penalties of perjury, I certify that:

- 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
- 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
- I am a U.S. citizen or other U.S. person (defined below); and
- 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 ► April 22, 2020

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.