

**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)	<u>Friends of the Los Angeles River</u> <b>Organization Name</b>	<u>95-4171497</u> <b>Federal I.D. # (EIN#)</b>	<u>CA</u> <b>State of Incorporation</b>	<u>12/15/1994</u> <b>Date of 501(c)(3) Status (if applicable)</b>
1b)	<u>570 West Avenue 26 Suite 250</u> <b>Organization Mailing Address</b>	<u>Los Angeles</u> <b>City</b>	<u>CA</u> <b>State</b>	<u>90065</u> <b>Zip Code</b>
1c)	<u></u> <b>Business Address (if different)</b>	<u></u> <b>City</b>	<u></u> <b>State</b>	<u></u> <b>Zip Code</b>
1d)	<b>PRIMARY CONTACT INFORMATION:</b>			
	<u>Kristen Brown</u> <b>Name</b>	<u>(323) 208-9105</u> <b>Phone</b>	<u>kristen@folar.org</u> <b>Email</b>	
2)	<b>Type of Organization- Please select one:</b>			
	<input type="checkbox"/> <b>Public School</b> <i>(not to include private schools)</i> <b>Attach Signed letter on School Letterhead</b>	<b>or</b>	<input checked="" type="checkbox"/> <b>501(c)(3) Non-Profit</b> <i>(other than religious institutions)</i> <b>Attach IRS Determination Letter</b>	
3)	<u></u> <b>Name / Address of Affiliated Organization (if applicable)</b>	<u></u> <b>City</b>	<u></u> <b>State</b>	<u></u> <b>Zip Code</b>

**SECTION II - PROJECT DESCRIPTION**

4) **Please describe the purpose and intent of the grant.**  
 Located along the Upper LA River, the Sepulveda Basin Wildlife Reserve is home to lush riparian habitat, over 200 local and migratory bird species, and an abundance of native and invasive flora. FoLAR's second "Earth Day Habitat Restore & Renew" will bring 400-500 volunteers to the reserve on Saturday, April 26 for a morning of habitat restoration and educational activities. Across 2 shifts, volunteers will spend 2 hours removing invasive vegetation like black mustard, and will then participate in educational activities like a nature walk, making native seed balls, hopping aboard our River Rover mobile museum, and exploring informational tables from partners. In partnership with CA Native Plant Society and San Fernando Valley Audubon Society, FoLAR volunteers will make an immediate, hands-on impact at the Reserve and learn firsthand how a healthy and thriving Upper LA River benefits River-adjacent communities like Encino, visitors to the River, and our urban wildlife.

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)**  
 Our mission is to build capacity for communities, students, and future leaders to advocate for nature, climate, and equity on the Los Angeles River. By hosting a free, family-friendly event with multiple points of engagement on the River, we will both develop new environmental stewards and deepen current stewards' commitment to and understanding of the LA River. At this year's Earth Day Habitat Restore & Renew, we estimate that 400-500 volunteers will remove 15,000+ gallons of invasive plants, clearing approximately 1 acre of precious urban habitat at the Sepulveda Basin Wildlife Reserve. Removing this invasive vegetation at the reserve will reduce local wildfire risk, help decrease soil erosion into nearby waterways, and free up space for native habitat to benefit urban wildlife and park visitors. Through other educational activities like the nature walk or River Rover, Habitat Restore & Renew volunteers will also increase their awareness of the LA River's many species, biodiversity, and ecosystems. This grant will partially cover the costs of marketing & PR, EMT services, restroom rental, and event printing and supplies.

**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>
	Please see attached budget	\$ 0	\$ 17,336
		\$	\$
		\$	\$

6b)	<b>Non-Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
	Please see attached budget	\$ 2,500	\$ 13,380
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?  
 No  Yes If Yes, please list names of NCs: Lake Balboa (\$2,500)

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: \$ 2,500

10a) Start date: 04 / 26 / 25 10b) Date Funds Required: 04 / 04 / 25 10c) Expected Completion Date: 04 / 26 / 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:

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.)**

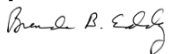
**SECTION V - DECLARATION AND SIGNATURE**

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\*

<u>Candice Dickens-Russell</u>	<u>President &amp; CEO</u>	<u></u>	<u>2/13/2025</u>
<i>PRINT Name</i>	<i>Title</i>	<i>Signature</i>	<i>Date</i>

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

<u>Brenda Eddy</u>	<u>Board Secretary</u>	<u></u>	<u>2/07/2025</u>
<i>PRINT Name</i>	<i>Title</i>	<i>Signature</i>	<i>Date</i>

\* 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



**FRIENDS OF THE  
LA RIVER**

*Saturday, April 26, 2025*

# **Earth Day Habitat Restoration**



**Sepulveda Basin Wildlife Reserve**

***Habitat Restoration | Guided Nature Walks | + More!***



## Earth Day Habitat Restore & Renew 2025 - Event Budget

COST CATEGORY	Line Item	Budgeted Expense	NC Grant Request (8.1% of total)
<b>Marketing</b>	Marketing	\$2,500.00	\$400.00
<b>PR</b>	Press Coverage / Public Relations	\$2,500.00	\$400.00
<b>Outside Contract Services</b>	Contract Staff	\$600.00	\$0.00
	EMT	\$400.00	\$200.00
<b>Catering / Event Meals</b>	Snacks/oranges	\$200.00	\$0.00
<b>Equipment Rental</b>	Porta Potties	\$1,000.00	\$500.00
	Hand Washing	\$750.00	\$375.00
<b>Printing for Event</b>	Flyers	\$300.00	
	Banners	\$1,000.00	
	Shirts	\$700.00	
	Printing of Educational Materials	\$300.00	\$400.00
<b>Supplies</b>	Water	\$50.00	
	Ice	\$25.00	
	Bags	\$400.00	
	Gloves & glove cleaning	\$250.00	
	Sanitizer	\$25.00	
	Soil	\$25.00	
	Dry powdered clay	\$45.00	
	5 gal buckets with lids	\$75.00	
	Metal mixing bowls	\$20.00	
	Seed ball kit	\$50.00	
	Miscellaneous	\$700.00	\$225.00
<b>Photography</b>	Still and potential drone	\$700.00	\$0.00
<b>River Rover Expenses</b>	Gas	\$400.00	\$0.00
<b>Truck Rental</b>	Uhaul	\$90.00	\$0.00
<b>Office Supplies and Expense</b>	Tape, zip ties, etc	\$50.00	\$0.00
<b>Printing and Copying</b>	In house printer use, guides/run of show etc	\$25.00	\$0.00
<b>Staff Travel</b>	Staff miles between SBWR & office	\$300.00	\$0.00
<b>Staff Meals and Entertainment</b>	Staff Meals during planning and event	\$500.00	\$0.00
<b>Staff Time</b>	Staff Wages	\$15,500.00	\$0.00
	Payroll Tax	\$1,236.00	\$0.00
<b>TOTAL EXPENSE</b>		<b>\$30,716.00</b>	<b>\$2,500.00</b>

INTERNAL REVENUE SERVICE  
DISTRICT DIRECTOR  
2 CUPANIA CIRCLE  
MONTEREY PARK, CA 91755-7406

DEPARTMENT OF THE TREASURY

Date: 12-15-94

Employer Identification Number:  
95-4171497  
Case Number:  
954264007  
Contact Person:  
JOSEPH FAN  
Contact Telephone Number:  
(818) 441-6841  
Addendum Applies:  
No

FRIENDS OF THE LOS ANGELES RIVER  
C/O ROBERT L. WARNOCK, JR.  
P.O. BOX 292134  
LOS ANGELES, CA 90029-8634

Dear Applicant:

Based on the information you recently submitted, we have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Internal Revenue Code because you are described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in 501(c)(3) is still in effect.

This classification is based on the assumption that your operations will continue as you have stated. If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status.

This supersedes our letter dated July 11, 1994.

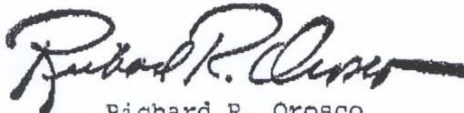
Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated 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 resolve any questions about your private 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 above.

Sincerely yours,



Richard R. Orosco  
District Director