Monthly Expenditure Report



Reporting Month: May 2020 Budget Fiscal Year: 2019-2020

NC Name: Sunland-Tujunga Neighborhood Council

Monthly Cash Reconciliation							
Beginning Balance Total Spent		Remaining Balance	Outstanding	Commitments	Net Available		
\$23795.54	\$3541.40	\$20254.14	\$1894.28	\$0.00	\$18359.86		

Monthly Cash Flow Analysis							
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available		
Office		\$658.75		\$0.00			
Outreach	\$35463.61	\$2882.65	\$9290.52	\$0.00	\$9290.52		
Elections		\$0.00		\$0.00			
Community Improvement Project	\$4713.62	\$0.00	\$4713.62	\$0.00	\$4713.62		
Neighborhood Purpose Grants	\$11250.00	\$0.00	\$6250.00	\$1894.28	\$4355.72		
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$27631.69			

	Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total	
1	US STORAGE CENTERS - L	05/01/2020	STNC approved monthly storage payment for rental to US Storage for 2 storage units.	General Operations Expenditure	Office	\$449.00	
2	RESTAURANT DEPOT	05/02/2020	Approve Emergency Covid-19 funding in the amount of \$500 to Making It Happen, Inc. in the operations of supporting individuals and families in need of food.	General Operations Expenditure	Outreach	\$149.92	
3	RINGCENTRAL, INC	05/13/2020	Recurring payment for office stnc use	General Operations Expenditure	Office	\$59.75	
4	THE WEB CORNER, INC	05/19/2020	Approve \$150 for Monthly Hosting for stnc.org, web development, requests, & website. Email Standard Mailboxes: 1 Account secretary@stnc.org (included in maintenance)	General Operations Expenditure	Outreach	\$150.00	
5	THE WEB CORNER, INC	05/19/2020	Approve \$150 for Monthly Hosting for stnc.org, web development, requests, & website. Email Standard Mailboxes: 1 Account secretary@stnc.org (included in maintenance)	General Operations Expenditure	Office	\$150.00	
6	SQ R&R T-SHIRT PRINTI	05/22/2020	Board Approval for up to \$600 for 25 board member polo shirts from R & R T-Shirt Printing.	General Operations Expenditure	Outreach	\$563.25	

	Subtotal:					\$3541.40
12	LA Students Most in Need c/o CCF Community Initiatives Fund	04/21/2020	STNC Emergency Funding (Covid-19) in the amount of \$1000.00 to LA Students Most in Need c/o CCF Community Initiatives Fund. LAUSD Grab and Go Food Center Verdugo Hills High	General Operations Expenditure	Outreach	\$1000.00
11	RESTAURANT DEPOT	05/30/2020	Approved Covid19 Emergency funding for Making It Happen, Inc.food pantry for individuals and families in need of food.	General Operations Expenditure	Outreach	\$55.21
10	RESTAURANT DEPOT	05/30/2020	Approve Emergency Covid 19 funding for Tujunga Methodist food pantry for individuals and families in need of food.	General Operations Expenditure	Outreach	\$186.53
9	EIG CONSTANTCONTACT.CO	05/29/2020	Approve monthly Constant Contact May 2020 Emails 2500-5000 contacts	General Operations Expenditure	Outreach	\$70.00
8	RESTAURANT DEPOT	05/23/2020	COVID-19 Emergency Fund for Tujunga United Methodist Church, Bailey Center Food Distribution	General Operations Expenditure	Outreach	\$268.15
7	RESTAURANT DEPOT	05/23/2020	STNC Emergency Funding (Covid-19) in the amount of \$500 to Making It Happen, Inc. for Covid-19 Emergency Funding for individuals and families in need of food.	General Operations Expenditure	Outreach	\$439.59

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Verdugo Hills High School	05/13/2020	STNC approves NPG in the amount of \$1894.28 for LAUSD Verdugo Hills High School Marching Band Drum Equipment.	Neighborhood Purpose Grants		\$1894.28
	Subtotal: Outstanding	9				\$1894.28

Receipts:

12:40 PM Mon May 18 Conder Confirmation

Billed To

Sunland Tujunga Neighborhood Council Liliana Sanchez 200 N. Spring Street, Room 224 Los Angeles, CA 90012 USA

Pay To

Sub-total:

RingCentral, Inc. 20 Davis Dr Belmont, CA 94002

Period	Charges and credits	Unit Price	Quantity	Amount
05/13/2020 - 06/12/2020	Office Standard - Monthly Subscription Fee	\$0.00	1	\$0.00
05/13/2020 - 06/12/2020	DigitalLine Unlimited - (818) 293-0444	\$49.99	1	\$49.99

Charges after Discounts and Prorates:

\$49.99

\$59.75

Taxes		Amount
> State and local taxes and fees		\$3.38
Compliance and Administrative Cost Recovery Fee		\$4.00
e911 Service Fee		\$1.00
FUSF (VoIP)		\$1.38
	Taxes after Discounts and Prorates:	\$9.76
Total charges after discounts and prorates:		\$49.99
Total Taxes and Fees:		\$9.76



Restaurant Depot Stone #556 15853 Strathern st Ven Nuys ca 91406 ** WHERE RESTAURANTS SHOP **

COVID-19 Emersency

Shellfish Lic# CA 685 RS

CUSTOMER(SALE) PREVIOUS BALANCE ACCOUNT NO 1015631015 \$0.00

TEMPORARY Public Temporary Pass // NO RETURNS FI WHITESTONE EXPY MHITESTONE NY 113573054 AREA A - SIC 85 Public Use Temporary IDs

C16 I21623 OP231274 05-23-20 09:01 PDU PPR BELL TRI 9

729062991117 U \$12.99 UNITS 1 PDU PPR BELL TRI 9 729062991117 U

\$12.99

UNITS 1 UNITS ENTERED CASES ENTERED ITEMS RUNG UP

TOTAL RU ITEMS UNITS COUNT

TOTAL UNITS ENTERED FOTAL CASES ENTERED TOTAL ITEMS RUNG UP TOTAL WEIGHED GOODS (LBS)

TOTAL UNITS COUNT SUBTOTAL \$25.98 PD CARROT JMBO 25# 020600591432

CRV 1.75 \$ \$1.75 UNITS 1 CRYSTAL SOURCE WAT 16 92 050700001760 CASE \$3.70 SIZE 35 UNIT \$0.11 CRV 1.75 \$1.75 1199 UNITS 1 PD PPR BELL RED LG \$27.08 020600427144 UNITS 1 UNITS ENTERED CASES ENTERED ITEMS RUNG UP TOTAL RU ITEMS UNITS COUNT 20 TOTAL UNITS ENTERED TOTAL CASES ENTERED TOTAL ITEMS RUNG UP TOTAL WEIGHED GOODS (LBS) 0 TOTAL UNITS COUNT 22 SUBTOTAL 10 \$124.71 SPAM ORIGINAL 122 \$74.37 037600300742 CRSE \$74.37 SIZE 24 UNIT \$3 10 UNITS 1 PD POTATO FOODSRVC \$9.80 882645008104 UNITS 1 PD POTATO FOODSRVC \$9.80 882645008104 UNITS 1 BEAN PINTO 3X CO 1/50# 760695104710 \$38.20 UNITS 1 PD ONION YEL JBO 020600425454 \$11.27 UNITS 1 UNITS ENTERED CASES ENTERED ITEMS RUNG UP TOTAL RW ITEMS 0 UNITS COUNT TOTAL UNITS ENTERED 13 TOTAL CASES ENTERED 2 TOTAL ITEMS RUNG UP TOTAL WEIGHED GOODS (LBS) 0 TOTAL UNITS COUNT 27 SUBTOTAL

15

15

TOTAL TOV

SUBTOTAL

\$268.15

\$268.15

UNITS 1	\$8.56	TOTAL TAXABLE	\$0.00
PD CARROT JMBO 25#		TOTAL	\$0.00
020600591432		MOSTROGEN	\$268.15
	\$8.56	APPROVAL # 014803	\$268.15
UNITS 1		REFERENCES 4545	
PD LETT ROMAINE HT		MASTERCARD MASTERCARD	
726681000022 C	\$19.09	Chip Read	
CASES 1 UNITS 7			
PD LETT ROMAINE HT		Mode: Issuer	
726681000022 C	\$19.09	AID: A0000000041010	
CASES 1 UNITS 7	\$13.09	TVR: 0400088000	
CRYSTAL SOURCE WAT 16 92		IAD: 0110A000032200000000000 TSI: E800	****
050700001760		TSI: E800	0000000000000
FASE \$7.70 0175	\$3.70	ARC: 00	
CASE \$3.70 SIZE 35 UNIT	FO.11		
CRV 1.75		CHANGE	\$0.00
1199 5	\$1.75	TOTAL ON ACCOUNT	\$0.00
UNITS 1		BALANCE	
CRYSTAL SOURCE WAT 16 9Z		TUTAL PROMOTION SAUTHOR	\$0.00
050700001760		COUPONS SAVINGS	\$0.00
	\$3.70	-	\$0.00
CASE \$3.70 SIZE 35 UNIT 80	7.11	The state of the s	

US Storage Centers - La Crescenta 4454 Lowell Ave La Crescenta, CA 91214

818-957-0700

Payment Receipt

Tenant City of Los Angeles

Company

Address 200 N. Main St.

City, State, Zip Los Angeles CA 90012

Date Printed May 1, 2020

Payment Date May 1, 2020 9:45 AM

Unit 0363 Available Credit 0.00 Current Balance 0.00

Paid Thru May 31, 2020

Receipt Number 85982 Posted By: RB

Date	Unit	Description	Charge	Discount	Tax	Total	Payment	Method
05/01/20	0358	Rent 5/1-5/31	212.50	0.00	0.00	212.50	212.50	Master Card
05/01/20	0358	Protection Plan 5/1-5/31	12.00	0.00	0.00	12.00	12.00	Master Card
05/01/20	0363	Rent 5/1-5/31	212.50	0.00	0.00	212.50	212.50	Master Card
05/01/20	0363	Protection Plan 5/1-5/31	12.00	0.00	0.00	12.00	12.00	Master Card
			1	Taxes			0.00	
				Payment (less	s tax)		449.00	
				Payment Subto	otal		449.00	
				Credits Appli	ied		0.00	
				Refunds Appli	ied		0.00	
				Total Applied		ınt	449.00	
				Current Accou	unt Baland	ce	0.00	
				Paid By			Master Car	d ****4545
				Paid Thru Dat	te		May 31, 20	20

Transaction Type Sale Authorization 068755 Reference 54958

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

X _____

Check our website for other locations

www.USStorageCenters.com

Join us in our quest to cure cancer. Ask our manager for details.



www.kureit.org

ENERGENCY COVID-19 Making IT HAPPEN



Restaurant Depot
Store #556
15853 Strathern st
Van Nuys ca 91406
** WHERE RESTAURANTS SHOP **

C18 I29690 OP231154	05-02-20 1	2:28
EGG MED LSE 15DZ		
760695010783 8X	\$18.74 \$1	49 92
UNITS 8		
UNITS ENTERED	8	
CASES ENTERED	0	
ITEMS RUNG UP	8	
TOTAL RW ITEMS	0	
UNITS COUNT	8	
TOTAL UNITS ENTERED	8	
TOTAL CASES ENTERED	0	
TOTAL ITEMS RUNG UP	8	
TOTAL WEIGHED GOODS (L	BS) 0	
TOTAL UNITS COUNT	8	
		19.92
TOTAL TA		00.00
TOTAL TAXABL		0.00
TOTAL	-	19.92
MASTERCAR	D \$14	9.92
APPROVAL # 008684		
REFERENCE# 6508		
MASTERCARD	D. 2.1.	
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AID: A0000000041010		
TVR: 0400048000		
IAD: 0110A0000322000000	200000000000	0000
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ARC: 00		
CHANGE	ž dr	0.00
TOTAL ON ACCOUNT	90	0.00
TOTAL OF TICCOUNT	Þ	0.00

Sandy Cupur
CART # COUNT

BALANCE

TOTAL PROMOTION SAVINGS

COUPONS SAVINGS

\$0.00

\$0.00

\$0.00

Invoice

The Web Corner, Inc. 19509 Ventura Blvd. Tarzana CA 91356 (818) 345-7443

Date	Invoice #	Due Date
5/1/2020	20246	5/1/2020

Bill To

Sunland Tujunga NC 7747 Foothill Blvd., Room 101 Tujunga, CA 91042

Tujunga, CA 9	1042				
			P.O. No.	Terms	Project
Quantity	Description			Rate	Amount
0	Monthly Maintenance: includes up to 1.5 web development, requests, & website as Monthly Hosting for stnc.org Email Standard Mailboxes: 1 Account secretary@stnc.org (included in	djustmer	nts	150.00 15.00 3.50	150.00 0.00 0.00
Please remit p	payment at your earliest convenience.			Total	\$150.00
LITICHIK YOU TOL	you bosiness:			Payments/Credi	ts -\$150.00
				Balance Due	\$0.00

Invoice

The Web Corner, Inc. 19509 Ventura Blvd. Tarzana CA 91354

Tarzana CA 91356 (818) 345-7443

(818) 345-7443

Date	Invoice #	Due Date
6/1/2020	20302	6/1/2020

Bill To

Sunland Tujunga NC 7747 Foothill Blvd., Room 101 Tujunga, CA 91042

		P.O. No.	Terms	Project
Quantity	Description		Rate	Amount
0	Monthly Maintenance: includes up to 1.5 howeb development, requests, & website adjusted Monthly Hosting for stnc.org Email Standard Mailboxes: 1 Account secretary@stnc.org (included in reference)	ustments	150.00 15.00 3.50	0.00 0.00
Please remit p	payment at your earliest convenience.		Total	\$150.00
ITIOTIK YOU TOI	you positiess:		Payments/Credits	-\$150.00
			Balance Due	\$0.00



R&R T-Shirt Printing & Embroidery Co.

Invoice

1015 S. San Fernando Blvd. Burbank, CA 91502-1538 818-569-0290

Date	Invoice #
5/21/2020	8000

_	_ (1)_	
Bill To	2020	Ship To
STNC	21/20	STNC
Nina Royal	Ø5.	Nina Royal
PO BOX 535,		PO BOX 535,
Tujunga, CA 91043		Tujunga, CA 91043
Phone: 818-618-1648		

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			5/21/2020			

Quantity	Item Code	Description	Price Each	Amount
	K500 Freight	k500 Polo Shirts red Incoming Freight Sales Tax	20.00 12.00 10.25%	500.00T

		Total	\$563.25
		Payments/Credits	-\$563.25
Phone #	E-mail	Polonos Duo	\$0.00
818-569-0290	frank@RnRtshirts.com	Balance Due	ψ0.00



Restaurant Depot Store #556 15853 Strathern st Van Nuys ca 91406 ** WHERE RESTAURANTS SHOP **

C17 I5887 OP231154	05-23-20 08:51
PD LETT GRN LEAF 020600429438 UNITS 1	\$12.65
PD LETT GRN LEAF 020600429438	\$12.65
UNITS 1 PD LETT GRN LEAF 020600429438	\$12.65
UNITS 1 PD LETT GRN LEAF 020600429438	\$12.65
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020600792785 UNITS 1 PD TOMATO ROMA XL	\$14,95
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PD TOMATO ROMA XL 020600792785 UNITS 1	\$14.95
PD TOMATO ROMA XL 020600792785 UNITS 1	\$14.95
UNITS ENTERED CASES ENTERED ITEMS RUNG UP	13 0 13

TOTAL RW ITEMS

UNITS COUNT

0

13

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TOTAL UNITS ENTERED	12	
TOTAL CASES ENTERED	13	
TOTAL ITEMS RUNG UP	0 13	
TOTAL WEIGHED GOODS (LBS)	0	
(CDS)	U	
TOTAL UNITS COUNT	13	
SUBTOTAL 13		25
PD POTATO FOODSRVC	4110.	25
882645008104	\$9.	RΛ
UNITS 1	47,	00
PD POTATO FOODSRVC		
882645008104	\$9.	ลก
UNITS 1		00
PD POTATO FOODSRVC		
882645008104	\$9.8	30
UNITS 1		
PD POTATO FOODSRVC		
882645008104	\$9.8	30
UNITS 1		
UNITS ENTERED 4		
CASES ENTERED 0		
ITEMS RUNG UP 4		
TOTAL DIL TTEMS		Ì
TOTAL RW ITEMS 0 UNITS COUNT 4		7
ONTIS COUNT 4		
TOTAL UNITS ENTERED		
TOTAL CASES ENTERED	17	
TOTAL ITEMS RUNG UP	0	
TOTAL WEIGHED GOODS (LBS)	17	
11100 (250)	0	
TOTAL UNITS COUNT	17	
SUBTOTAL 17	\$217.45	
EGG CF JF MED 15DZ	¥211,45	
760600000	\$110.34	
UNITS 6	4.10.01	
MARG PRNT ZTF 30/1#		
760695030996	\$22.36	
UNITS 1		
MARG PRNT ZTF 30/1#		
760695030996	\$22.36	
UNITS 1		
MARG PRNT ZTF 30/1#		1
760695030996	\$22.36	
UNITS 1 MARG PRNT ZTF 30/1#		
MARG PRNT ZTF 30/1# 760695030996		
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UNITS 1 MARG PRNT ZTF 30/1#		9
760695030996		,
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MARG PRNT ZTF 30/1#		
760695020006	ተገገ ግረ	
UNITS 1	\$22.36	A
MARG PRNT ZTF 30/1#		R
760605020006	\$22.36	M
UNITS -1	*CC. 30	CI
UNITS ENTERED 11		Mo
CASES ENTERED 0		A.
ITEMS RUNG UP 11		TI
		IF
TOTAL RW ITEMS 0		TS
UNITS COUNT 11		AR

COVID-19
Making it
Happens
Approved \$500
May 22

TOTAL UNITS ENTERED	28
TOTAL CASES ENTERED	0
TOTAL ITEMS RUNG UP	28
TOTAL WEIGHED GOODS (LBS)	0
TOTAL UNITS COUNT	28
SUBTOTAL 28	
20	\$439.59
TOTAL TAX	\$0.00
TOTAL TAXABLE	\$0.00
TOTAL	\$439.59
MASTERCARD	\$439.59
APPROVAL # 089920	,
REFERENCE# 6508	
MASTERCARD	
Chip Read - Verified by PIN	
Maria 7	

Mode: Issuer

TSI: E800

ARC: 00

AID: A0000000041010 TVR: 0400048000 From: Constant Contact Billing

Sent: Thursday, May 28, 2020 11:40 PM

To: sandy.stnc@gmail.com

Subject: Constant Contact Payment Receipt for Liliana Sanchez

Thank you for your recent payment. Your payment receipt is found below.

Constant Contact

Payment Receipt for May 29, 2020

Sunland-Tujunga Neighborhood Council

Attn.: Liliana Sanchez

200 N. Spring Street, Room 224 in Los Angeles, CA

90012

Los Angeles, CA 90012

US

818564-2232

Today's Date:

May 29, 2020

Payment Date:

May 29, 2020

MasterCard (last 4 digits:

Payment Method: 4545)

User Name:

sunlandtujunganc@gmail.com

Thank you for your payment!

Description	Amount Paid
Payment - Credit Card - 4545	\$70.00

Amounts shown may reflect sales tax which is applicable in certain areas.

Note you can continue to view payment receipts online. Log into your Constant Contact account, click the My Account link in the upper right hand corner of the Home page, and choose the View Payment Receipts option.

You may also use the Opt In/Out of Payment Receipt E-Mails link on the $\underline{\text{My Account}}$ page to opt out of receiving payment receipt emails in the future.

We appreciate your business.
Best Regards,
Constant Contact Billing
1601 Trapelo Road, Suite 329 - Waltham, MA 02451

Questions? Please give us a call!
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UK Toll Free: 0808-234-0942

Outside US / Canada: 0808-234-0945

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US / Canada Toll Free: 855-229-5506

UK Toll Free: 0808-234-0945

Outside US / Canada: +1 781-472-8120



15853 Strathern st Van Nuys ca 91406 ** WHERE RESTAURANTS SHOP **

C17 I7120 OP231274 0	5-30-20 09:13
----------------------	---------------

PD LETT ROMAINE HT 740695651650 C CASES 1 UNITS 7	\$19.09
CASES 1 UNITS 7 PD LETT ROMAINE HT 740695651650 C CASES 1 UNITS 7	\$19.09
PD PPR BELL GN LG 020600427083 UNITS 1	\$18.99
PD PPR BELL GN LG 020600427083 UNITS 1	\$18.99

PD PPR BELL RED LG 020600427144		\$26.07
UNITS 1		
PD POTATO FOODSRVC 020600427267 3X UNITS 3	\$9.32	\$27.96
PD ONION YFL .IRA 020600425454 2X	\$10.72	\$21.44

UNITS 2

\$15.81

\$19.09

UNITS 1	
PD LETT ROMAINS HT	
740695651650 C	
CASES 1 UNITS 7	
UNITS ENTERED	9
CASES ENTERED	3
ITEMS RUNG UP	12

PD CARROT JMBO 50#

TIEMS KONG OF		
TOTAL RW ITEMS UNITS COUNT	0 30	
OTAL UNITS ENTERED TOTAL CASES ENTERED TOTAL ITEMS RUNG UP TOTAL WEIGHED GOODS	(LBS)	9 3 12 0
TOTAL UNITS COUNT	12	30 \$18
SUBTOTAL SUBTOTAL	12	\$18
SUBTUTHE	TAV	\$

INIUE METRUED 000	50 (22)	
TOTAL UNITS COUNT		30
	12	\$186.53
SUBTOTAL	12	\$186.53
SUBTOTAL	TAL TAX	\$0,00
	TAXABLE	\$0.00
TUTHL	TOTAL	\$186.53
204	TERCARD	\$186.53
1/10		•
APPROVAL # 08708	9	
REFERENCE# 6508		
MASTERCARD		224
Chip Read - Veri	ified by PI	N
Mode: Issuer		
AID: A000000004	1010	
TUD: 0400048000		
	22000000000	0000000000000



Restaurant Depot Store #556 15853 Strathern st Van Nuys ca 91406

** WHERE RESTAURANTS SHOP **

Shellfish Lic# CA 685 RS

CUSTOMER(SALE)

\$0.00

PREVIOUS BALANCE ACCOUNT NO 1015658002

PATRICIA KAY COLVIN / PRESIDENT MAKING IT HAPPEN

FOOTHILL BLVD SUNLAND

910402966 AREA A - SIC 76 - CAT (A,B,C,D,E) Other Retail or Service Business

C16 I22714 OP233207 05-30-20 09:57

EGG LRG LSE 15DZ

\$18.43 760695010745 UNITS 1 EGG CF JF MED 15DZ 2X \$18.39 \$36.78 760695031313

UNITS 2 UNITS ENTERED CASES ENTERED

ITEMS RUNG UP

TOTAL RW ITEMS UNITS COUNT

TOTAL UNITS ENTERED TOTAL CASES ENTERED TOTAL ITEMS RUNG UP

TOTAL WEIGHED GOODS (LBS) TOTAL UNITS COUNT

SUBTOTAL TOTAL TAX \$0.00 \$0.00 TOTAL TAXABLE \$55.21 TOTAL

3

\$55.21

\$55.21 MASTERCARD APPROVAL # 031314 REFERENCE# 6508

Mode: Issuer AID: A0000000041010

Chip Read - Verified by PIN

MASTERCARD

TVR: 0400048000

TSI: E800

APC: AA



INVOICE

April 20, 2020

CCF Community Initiatives Fund (EIN# 95-4774698) 221 S. Figueroa St., Suite 400 Los Angeles, CA 90012

TO: Sunland-Tujunga Neighborhood Council

200 N. Spring Street, Room 224 Los Angeles, CA 90012

Date	Description	Amount
April 2020	Charitable Donation to LA Students Most in Need	\$1,000
	Total Due:	<u>\$1,000</u>

If you have any questions concerning this invoice, contact Summer Moore, Director of Development & Donor Operations, smoore@calfund.org, (213)452-6228.

Please make check payable to:

LA Students Most in Need

c/o CCF Community Initiatives Fund

221 S. Figueroa Street, #400 Los Angeles, CA 90012

Or wire to:

Name of Bank: City National Bank

555 S. Flower Street, 12th Floor

Los Angeles, CA 90071

Swift Code: CINAUS6L ABA#: 122016066 Account #: 016 986291

Name of Account: California Community Foundation

For Further Credit to: LA Students Most in Need

On Mon, Apr 20, 2020 at 7:19 AM Semee Park <semee.park@lacity.org> wrote:

Thank you Liliana for confirming no conflict of interest exists.

The Department is formally approving STNC's request. I saw that the other email with instructions on how to send a check to California Community Foundation and will defer to the City Clerk's Funding Team to take the lead.

Thank you for your efforts and please reach out with how the Department can be of assistance.

Thank you

Semee Park

Director of Neighborhood Council Operations

Department of Neighborhood Empowerment

14410 Sylvan St. 3rd Floor

Los Angeles, CA 91401

Office | 818-374-6851

Email | Semee.Park@lacity.org

Seek, Share, Stay Safe

www.empowerla.org/COVID

From: clerk.ncfunding@lacity.org <cityclerk.funding@lacity.org>

Date: Mon, Apr 20, 2020 at 9:04 AM

Subject: Re: STNC - Approval of Emergency Funds

To: Semee Park <semee.park@lacity.org>

CC: Liliana Sanchez <stnc.president2019@gmail.com>, Clerk NCFunding <clerk.ncfunding@lacity.org>, Gibson Nyambura <gibson.nyambura@lacity.org>, Paola Posada <paola.posada@lacity.org>

Good Morning,

In order to submit a check payment request, please obtain an invoice from the organization. You may then submit the request for check payment through the funding portal. You may upload a copy of Semee's email providing authorization to support each payment request in lieu of a Board Action Certification (BAC) form.

Let me know if you have any questions.

Neighborhood Council Funding Program

Office of the City Clerk

City of Los Angeles

(213) 978-1058

http://clerk.lacity.org/neighborhood-council-funding-program