

# Monthly Expenditure Report



Reporting Month: December 2020 Budget Fiscal Year: 2020-2021

NC Name: Sherman Oaks  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$47365.09	\$4742.82	\$42622.27	\$4730.52	\$0.00	\$37891.75

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$36445.00	\$15.26	\$33182.27	\$30.52	\$33151.75
Outreach		\$727.56		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$14440.00	\$4000.00	\$9440.00	\$4700.00	\$4740.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$3519.91	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	AMZN MKTP US 6H62G35U3	12/09/2020	A motion to approve the Sherman Oaks Neighborhood Councils (SONG) Annual Budget for Fiscal Year 2020-2021 as amended. Note: The amended SONC FY2021 budget includes the rollover of \$10k from the FY2020 budget and the FY 2020 encumbered funds of \$8,885.00. The proposed SONC FY2021 amended budget is posted as a supporting document for this meeting on the SONG website.	General Operations Expenditure	Outreach	\$625.29
2	AMZN MKTP US RK2IN2QT3	12/10/2020	A motion to approve the Sherman Oaks Neighborhood Councils (SONG) Annual Budget for Fiscal Year 2020-2021 as amended. Note: The amended SONC FY2021 budget includes the rollover of \$10k from the FY2020 budget and the FY 2020 encumbered funds of \$8,885.00. The proposed SONC FY2021 amended budget is posted as a supporting document for this meeting on the SONG website.	General Operations Expenditure	Outreach	\$102.27

3	AT&T Messaging	11/16/2020	A motion to approve the Office of the City Clerk, Neighborhood Council Funding Program, Fiscal Year Administrative Packet for the fiscal year 2020-2021 as presented.	General Operations Expenditure	Office	\$15.26
4	North Valley Caring Services	11/20/2020	A motion to approve a Neighborhood Purposes Grant in the amount of \$4,000 to North Valley Caring Services (NVCS). Funds (Motion to be Adopt) used by	Neighborhood Purpose Grants		\$4000.00
<b>Subtotal:</b>						<b>\$4742.82</b>

<b>Outstanding Expenditures</b>						
<b>#</b>	<b>Vendor</b>	<b>Date</b>	<b>Description</b>	<b>Budget Category</b>	<b>Sub-category</b>	<b>Total</b>
1	The Valley Of Change	11/19/2020	A motion to approve a Neighborhood Purposes Grant in the amount of \$4700 to Valley of Change. Funds to be used for distribution of essential hygiene products for those in need and/or...	Neighborhood Purpose Grants		\$4700.00
2	AT&T Messaging	12/17/2020	A motion to approve the Sherman Oaks Neighborhood Councils (SONG) Annual Budget for Fiscal Year 2020-2021 as amended. Note: The amended SONC FY2021 budget includes the rollover ...	General Operations Expenditure	Office	\$15.26
3	AT&T Messaging	01/13/2021	A motion to approve the Sherman Oaks Neighborhood Council (SONG) Annual Budget for Fiscal Year 2020-2021 as amended. Note: The amended SONC FY2021 budget includes the rollover o...	General Operations Expenditure	Office	\$15.26
<b>Subtotal: Outstanding</b>						<b>\$4730.52</b>

14005 CHANDLER BLVD  
SHERMAN OAKS, CA 91401-5737  
United States

**Shipping Speed:**  
Standard Shipping

**Shipped on December 8, 2020**

**Items Ordered**

2 of: *Wealuxe Cotton Bath Towels - 24x50 Inch - Lightweight Soft and Absorbent Gym Pool Towel - 6 Pack - White*  
Sold by: WhiteClassic ([seller profile](#))

**Price**  
\$32.99 } \$65.98 }

Condition: New

**Shipping Address:**

Sarah Kathryn Manuel  
14005 CHANDLER BLVD  
SHERMAN OAKS, CA 91401-5737  
United States

**Shipping Speed:**  
Standard Shipping

**Shipped on December 8, 2020**

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2 of: *Wealuxe Cotton Bath Towels - 24x50 Inch - Lightweight Soft and Absorbent Gym Pool Towel - 6 Pack - White*  
Sold by: WhiteClassic ([seller profile](#))

**Price**  
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Condition: New

**Shipping Address:**

Sarah Kathryn Manuel  
14005 CHANDLER BLVD  
SHERMAN OAKS, CA 91401-5737  
United States

**Shipping Speed:**  
Standard Shipping

**Shipped on December 8, 2020**

**Items Ordered**

2 of: *Wealuxe Cotton Bath Towels - 24x50 Inch - Lightweight Soft and Absorbent Gym Pool Towel - 6 Pack - White*  
Sold by: WhiteClassic ([seller profile](#))

**Price**  
\$32.99 } \$65.98 }  
Jay \$57.11 }  
\$4.18 }  
\$625.29

Condition: New

**Shipping Address:**

Sarah Kathryn Manuel

14005 CHANDLER BLVD  
SHERMAN OAKS, CA 91401-5737  
United States

**Shipping Speed:**  
Standard Shipping

**Shipped on December 9, 2020**

**Items Ordered**

2 of: *Wealuxe Cotton Bath Towels - 24x50 Inch - Lightweight Soft and Absorbent Gym Pool Towel - 6 Pack - White*  
Sold by: WhiteClassic ([seller profile](#))

**Price**  
\$32.99

*\$165.98?*

Condition: New

**Shipping Address:**

Sarah Kathryn Manuel  
14005 CHANDLER BLVD  
SHERMAN OAKS, CA 91401-5737  
United States

**Shipping Speed:**  
Standard Shipping

**Shipping now**

**Items Ordered**

2 of: *Wealuxe Cotton Bath Towels - 24x50 Inch - Lightweight Soft and Absorbent Gym Pool Towel - 6 Pack - White*  
Sold by: WhiteClassic ([seller profile](#))

**Price**  
\$32.99

*\$165.98?*

Condition: New

**Shipping Address:**

Sarah Kathryn Manuel  
14005 CHANDLER BLVD  
SHERMAN OAKS, CA 91401-5737  
United States

**Shipping Speed:**  
Standard Shipping

*Total \$571.11*  
*Tax 54.18*  
*\$625.29*

**Payment information**

**Payment Method:**

MasterCard | Last digits: 4628

Item(s) Subtotal: \$664.50  
Shipping & Handling: \$0.00

**Billing address**

Candy Williams City of Los Angeles  
200 N Spring Street  
Suite 224  
Los Angeles, CA 90012  
United States

Total before tax: \$664.50  
Estimated tax to be collected: \$63.00

**Grand Total: \$727.56**



Details for Order #114-1545524-4143457

Print this page for your records.

**Order Placed:** December 8, 2020  
**Amazon.com order number:** 114-1545524-4143457  
**Order Total:** \$727.56

**Preparing for Shipment**

**Items Ordered**

3 of: *Hanes Men's 10-Pack Comfort Soft Boxer Briefs, Assorted, Medium*  
Sold by: DealsN'more ([seller profile](#))

Condition: New

**Shipping Address:**

Sarah Kathryn Manuel  
14005 CHANDLER BLVD  
SHERMAN OAKS, CA 91401-5737  
United States

**Shipping Speed:**

Standard Shipping

Price \$31.13 } \$93.39 }  
+ Tax 8.98 }  
\$102.27  
Pay this amount ==

**Shipping now**

**Items Ordered**

3 of: *Hanes Men's 10-Pack Comfort Soft Boxer Briefs, Assorted, Large*  
Sold by: Amazon.com Services LLC

Condition: New

**Shipping Address:**

Sarah Kathryn Manuel  
14005 CHANDLER BLVD  
SHERMAN OAKS, CA 91401-5737  
United States

**Shipping Speed:**

Standard Shipping

Price \$35.42 } \$106.26 }

**Shipped on December 9, 2020**

**Items Ordered**

5 of: *Mens Thermal Socks Ultra Warm Thick Boot Socks 12-pack Black By DEBRA WEITZNER, Black, 10-15*

Sold by: Classy Collection ([seller profile](#))

Condition: New

**Shipping Address:**

Sarah Kathryn Manuel

Price \$26.99 } \$134.95 }



AT&T MESSAGING  
 PO BOX 480010  
 CHARLOTTE, NC 28269-5300

CUSTOMER NUMBER
<b>8607823</b>
INVOICE DATE
<b>11/01/2020</b>

Bill-To Customer:

 SHERMAN OAKS NC 1100  
 PO BOX 5721 T4 P1  
 SHERMAN OAKS, CA 91413-5721



*Please Paid  
 this Amount  
 cos.*

Customer Number	Billing Period	Date Due	Previous Balance	Payments	Credits	Current Charges	TOTAL DUE
8607823	11/01/2020 11/30/2020	11/30/2020	\$14.63	\$0.00	\$0.00	\$15.26	\$29.89

Payments - Thank You

Description of Current Charges & Credits	Qty	Unit Price	Ext. Price
UM Standard-Discourt Rate 8185032399	November service 1	\$14.00	\$14.00
City Utility Users Tax			\$1.26

CUSTOMER NUMBER	
<b>8607823</b>	
INVOICE NUMBER	
<b>* 7562943</b>	
DUE DATE	AMOUNT PAID
<b>11/30/2020</b>	

Please detach & enclose with payment



REMIT TO:

SHERMAN OAKS NC  
 PO BOX 5721  
 SHERMAN OAKS, CA 91413-5721

AT&T MESSAGING  
 PO BOX 840486  
 DALLAS, TX 75284-0486

01001 860782300000000002989



**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: Sherman Oaks Neighborhood Council

**SECTION I - APPLICANT INFORMATION**

1a) North Valley Caring Services      954444561      ca      02/1996  
*Organization Name*      *Federal I.D. # (EIN#)*      *State of Incorporation*      *Date of 501(c)(3) Status (if applicable)*

1b) 15453 Rayen St      North Hills      CA      91343  
*Organization Mailing Address*      *City*      *State*      *Zip Code*

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

1d) **PRIMARY CONTACT INFORMATION:**  
Alycia Monroy      818-929-2972      amonroy@nvcsinc.org  
*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 Signed letter on School Letterhead      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.  
 Your Support will allow us to:  
 1. Aquire PPE ( Personal Protective Equipment) and other necessary program supplies for our team to perform their work safely and effeciently

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)

NVCS food pantry is not only open but we have expanded our services in light of the pandemic. We now serve up to 3500 families every week as well as support 3 other food pantries. We deliver hot meals to 300 families living in motels, as well as deliver food boxes to seniors and families that are unable to leave their houses due to the pandemic. We have also opened our campus to provide childcare and online distance learning for 30 students from grades pre k to 12th using our agencies wi-fi and three classrooms, with staff and volunteers as support.

**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
	\$	\$
	\$	\$
	\$	\$

  

6b) Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
Safety supplies, food containers, program supplies and cost	<del>\$2000</del> \$4000	\$75000
	\$	\$
	\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?  
 No  Yes If Yes, please list names of NCs: 14 neighborhood councils

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
north hills east, lake balboa, arleta, sylmar, granada hills, northridge neighborhood councils	\$12929	\$
city and emergency aid	\$26000	\$
misc grants	\$8000	\$75000

9) What is the TOTAL amount of the grant funding requested with this application: ~~\$2000~~ \$4000

10a) Start date: 11/15/2020 10b) Date Funds Required: 11/15/2020 10c) Expected Completion Date: 02/01/21  
 (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\*  
Manny Flores Executive Director [Signature] 10/30/20  
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED\*  
Martha Nava office admin [Signature] 10/30/20  
 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](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form



Department of the Treasury  
Internal Revenue Service

P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248153327  
Feb. 10, 2014 LTR 4170C 0  
95-4444561 000000 00  
00017356  
BODC: TE

NORTH VALLEY CARING SERVICES  
15435 RAYEN ST  
NORTH HILLS CA 91343



011298

Person to Contact: Ms. Espelage  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Jan. 30, 2014, regarding the tax-exempt status of North Valley Caring Services.

Our records indicate that a determination letter was issued in February 1996, granting this organization exemption from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate this organization is not a private foundation within the meaning of section 509(a) of the Code because it is described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to this organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to the organization or for its 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](http://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.

If you have any questions, please call us at the telephone number shown above.

0248153327  
Feb. 10, 2014 LTR 4170C 0  
95-4444561 000000 00  
00017357

NORTH VALLEY CARING SERVICES  
15435 RAYEN ST  
NORTH HILLS CA 91343

Sincerely yours,

*Susan M. O'Neill*

Susan M. O'Neill, Department Mgr.  
Accounts Management Operations



