

Monthly Expenditure Report



Reporting Month: February 2022

Budget Fiscal Year: 2021-2022

NC Name: Woodland Hills-Warner
Center Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$32167.42	\$1803.41	\$30364.01	\$1600.00	\$0.00	\$28764.01

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$19400.00	\$33.41	\$9464.01	\$0.00	\$9464.01
Outreach		\$70.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$5000.00	\$0.00	\$5000.00	\$0.00	\$5000.00
Neighborhood Purpose Grants	\$7600.00	\$1700.00	\$5900.00	\$1600.00	\$4300.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$9832.58	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	EIG CONSTANTCONTACT.CO	02/10/2022	website contacts and emails	General Operations Expenditure	Outreach	\$70.00
2	GRASSHOPPER.COM	02/13/2022	phone system	General Operations Expenditure	Office	\$33.41
3	friends of calabash	02/03/2022	NC support of Calabash Science Program	Neighborhood Purpose Grants		\$1700.00
Subtotal:						\$1803.41

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Lions of Lockhurst	02/17/2022	Lockhurst Elementry student program	Neighborhood Purpose Grants		\$1600.00
Subtotal: Outstanding						\$1600.00



[Print](#)

Billing Activity - Invoices

Woodland Hills-Warner Center Neighborhood Council
Attn: paul lawler
200 N Spring St
Los Angeles CA 90012
US
P.: 8182228222

Today's Date: 02/15/2022
User Name:

Invoices from 02/08/2022 to 02/15/2022

Date	Description	Charge Amount	Credit Amount
02/10/2022	Invoice #1644507894	\$70.00	

Billing questions? [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US



Account Information

WHWCNC
Peter Fletcher
20929 Ventura Boulevard
Woodland Hills, CA 91364, US

Bill Date: 02/12/22
Usage Period: 01/12/22 - 02/12/22

Charges Summary

Previous Invoice Amount: \$33.85
Current Charges:
Recurring Charges \$22.00
Non-Recurring Charges \$0.00
Usage Charges \$3.03
Taxes & Surcharges \$6.66
Federal USF \$1.72
Total Charges: \$33.41
Debits & Credits \$0.00
Payments \$33.41
Balance Due: \$0.00

Grasshopper News

At Grasshopper, we know that entrepreneurs just like you can change the world, one small business at a time.

That's why we started the Entrepreneur Movement. Watch the video at grasshopper.com/idea and tell everyone you know about Grasshopper.

Partner Offers



Detail of Current Charges

Payments & Credits		
Date	Detail	Payment/Credit
02/12/22	Monthly Payment, Paid on Master Card ending in 8073	\$33.41
Total Payments & Credits:		\$33.41

Recurring Charges		
Current Period		
Pay As You Grow Plan, 02/12/22 - 03/12/22	\$12.00	
Voicemail Transcription, 02/12/22 - 03/12/22	\$10.00	
Total Recurring Charges:		\$22.00

Minute Charges Summary						
Type	Included	Used	Overage	Rate	Charge	
Domestic	0 minutes	50.8	50.8 minutes	0.060	\$3.03	
Total Minute Charges:						\$3.03

Taxes & Surcharges		
Type	Detail	Charge
Tax	Utility Users Tax	\$1.93
Tax	CA Teleconnect Fund	\$0.07
Tax	Universal Lifeline Telephone Service Charge	\$0.56
Tax	CA High Cost Fund A	\$0.07
Tax	FCC Regulatory Fee (Wireline)	\$0.03
Tax	CASF	\$0.10
Tax	CA TRS	\$0.11
Tax	CA PUC Fee	\$0.04
Surcharge	Regulatory Recovery Fee	\$3.75
Total Taxes & Surcharges:		\$6.66

Federal Universal Service Fund		
Type	Detail	Charge
Surcharge	Fed Universal Service Fund	\$1.72
Total Federal USF Contributions:		\$1.72

Summary of Minute Charges

By Number		
Number	Total Minutes	
+18186399444	50.8	
Total Minutes Used:		50.8

Explanation of Terms

- Domestic:** Calls that are placed inside the United States and its provinces.
- Off Shore:** Calls placed outside of U.S. borders.
- International:** Calls placed from a country other than the U.S.
- Federal Universal Service Fund** The USF contribution factor established by the Federal Communications Commission is
- Voice Over:** Use of voice talents for recording of main greeting or extensions.
- Bonus Minutes:** Extra minutes that are credited to your account.
- Set Up Support:** Help setting up your account and customizing your features.



applicable to telecommunications services and is adjusted by the FCC every calendar quarter.

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: Woodland Hills Warner Center

SECTION I - APPLICANT INFORMATION

1a) Friends of Calabash, Inc, dba Calabash PTO 47-1100562 California 6/3/2014
Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)

1b) 23055 Eugene Street Woodland Hills CA 91364
Organization Mailing Address City State Zip Code

1c) _____
Business Address (if different) City State Zip Code

1d) **PRIMARY CONTACT INFORMATION:**

Claire Borsheim calabashptopresident@gmail.com
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.**

This grant will be used to directly pay for the necessities of providing science education and opportunities for learning for a public elementary school in Woodland Hills through the purchasing of science kits. The grant will benefit the children with opportunities for hands on learning and participation in a group science lesson using materials beyond computers and books. These science kits contain educational materials vital to learning science in an engaging manner, which is something all school children have missed due to the pandemic.

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 greatly help in making sure that all students have access to high level and engaging science lessons to any student in our community. Our science education is free and many of our students' families cannot afford to help pay for necessities. This grant would help us meet the needs of our diverse community while providing an uplifting opportunity for children to connect and learn together even though they may not be in the same classroom.

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
	Professor Egghead Science Learning Kits	\$5,000	\$24,000
		\$	\$
		\$	\$

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

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: \$ 1,700

10a) Start date: 2 / 1 / 22 10b) Date Funds Required: 2 / 1 / 22 10c) Expected Completion Date: 6 / 15 / 22
 (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
HOUTAN HORMOZIAN	PARENT OF CHILD ATTENDING CALABASH CHARTER

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*

Claire Borsheim Co-President Claire Borsheim 5/20/21
 PRINT Name Title Signature Date

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

Liz-Ann de Leon Secretary Liz-Ann de Leon 5/21/21
 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

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: APR 17 2015

FRIENDS OF CALABASH INC
C/O OLGA BARAZ
21241 VENTURA BLVD STE 188
WOODLAND HILLS, CA 91364

Employer Identification Number:
47-1100562
DLN:
17053082327025
Contact Person: MS. LEE ID# 31208
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
June 3, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,



Director, Exempt Organizations



CALABASH CHARTER ACADEMY

Professor Egghead Science Academy

NPG Request



CALABASH PTO



NEWS & EVENTS

CALABASH PTO – WHO WE ARE

- PTO stands for Parent Teacher Organization, a school specific organization unaffiliated with the national PTA. The board & membership craft bylaws that make sense for our school. We have the flexibility to support our teachers and classrooms in various ways.
- The PTO consists of an elected executive board and the membership (i.e. parents & teachers who join the PTO). The PTO plans and executes a variety of fundraisers throughout the year which support our various enrichment programs for the following school year. During COVID, we fully funded and continue to fund Professor egghead classes for our students.

FUNDING

- The PTO has fully funded this program since 2020. For the 2020-2021 school year, the PTO spent \$35,600 on the Professor Egghead Science Program.
- Due to being back in class this year, we have spent \$12,630 and expect to spend another \$12,000 on the program for the 2021-2022 academic year.
- We have respectfully requested \$1,700 (which will cover less than 20%) of the costs for the Program from the Woodland Hills Warner Center Neighborhood Council, and will be appreciative of any amount approved.

PROFESSOR EGGHEAD SCIENCE ACADEMY

- The COVID-19 pandemic has quickly transformed traditional classroom set-ups into virtual and online classes that often require them to stay in front of a computer screen for hours. Zoom, one of the most popular video conferencing platforms as of date, has immensely helped teachers, parents, and even school administrators stay in touch while continuously looking for ways to enhance kids' online learning experiences.
- Calabash and Egghead together started a pilot program to bring Science curriculum to children while schools were closed during the Pandemic.

CALABASH STUDENTS AND EGGHEAD SCIENCE

- Minority enrollment is 41% of the student body (majority Asian and Hispanic).
- Over 70% of students are enrolled through lottery applications and live across the entirety of the San Fernando Valley
- This grant will be used to directly pay for the necessities of providing science education and opportunities for learning for a public elementary school in Woodland Hills through the purchasing of science kits. The grant will benefit the children with opportunities for hands on learning and participation in a group science lesson using materials beyond computers and books. These science kits contain educational materials vital to learning science in an engaging manner, which is something all school children have missed due to the pandemic. This grant will greatly help in making sure that high level and engaging science lessons become available to any student in our community, regardless of socioeconomic background.

CALABASH STUDENTS AND EGGHEAD SCIENCE

- Our science education is free and many of our students' families cannot afford to help pay for necessities. This grant would help us meet the needs of our diverse community while providing an uplifting opportunity for children to connect and learn together even though they may not be in the same classroom.



Office of the City Clerk

Administrative Services Division

Neighborhood Council (NC) Funding Program

Board Action Certification (BAC) Form



NC Name: Woodland Hills Warner Center

Meeting Date: 01-12-2022

Budget Fiscal Year: 2021-2022

Agenda Item No: 22009

Board Motion and/or Public Benefit Statement (CIP and NPG):

Calabash Charter Academy NPG
In the amount of \$1700

Method of Payment: (Select One)

Check

Credit Card

Board Member Reimbursement

Vote Count

Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
AARON QUANTZ	AREA 1 RESIDENT	X					
KAREN DIBIASE	AREA 1 BUSINESS	X					
MARK SCHWARTZ	AREA 1 CBO	X					
REINA CERROS MACCAUGHEY	AREA 1 ALTERNATE					X	
ARTURO VALEASQUEZ	AREA 2 RESIDENT	X					
PAIUL LAWLER	AREA 2 BUSINESS	X					
SEAN MCCARTHY	AREA 2 CBO	X					
KATHLEEN BARTH	AREA 2 ALTERNATE					X	
NANCY MCLEAN	AREA 3 RESIDENT	X					
ANGELA DAWSON	AREA 3 BUSINESS	X					
JOHN SANDY CAMPBELL	AREA 3 CBO	X					
ALEX FARASSATI	AREA 3 ALTERNATE					X	
BRIAN ARCHIBALD	AREA 4 RESIDENT				X		
MARTIN LIPKIN	AREA 4 BUSINESS	X					
DENA WEISS	AREA 4 CBO	X					
SEAN PITZ	AREA 4 ALTERNATE					X	
RESIDENT AREA 5	OPEN						
BUSINESS AREA 5	OPEN						
PETER FLETCHER	AREA 5 CBO	X					
ALTERNATE ARE 5	OPEN						
LESLIE SIMON	AREA 6 RESIDENT	X					
MIRHAN KALAYDIAJIAN	AREA 6 BUSINESS	X					
HEATH KLEINE	AREA 6 CBO	X					
LAUREN KAUFMAN	AREA 6 ALTERNATE					X	
RESIDENT AREA 7	OPEN						
JOYCE FLETCHER	AREA 7 BUSINESS	X					
HOUTAN HORMOZIAN	AREA 7 CBO	X					
SAM EVANS	AT LARGE	X					
Board Quorum:	Total:	18				4	

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Authorized Signature: *Paul Lawler*

Authorized Signature: *Joyce Fletcher*

Print/Type Name: PAUL LAWLER

Print/Type Name: JOYCE FLETCHER

Date: 1-12-2022

Date: 1-12-2022