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|--|---------------------|
| <b>Mar Vista</b> <span style="float: right;"><b>Neighborhood Council</b></span><br><b>Annual Budget for Fiscal Year: 2021-2022</b> |                     |
| <b>Annual Budget Funds</b>   | <b>\$ 32,000.00</b> |
| <b>Rollover Funds*</b>   |                     |
| <b>Total Annual Budget Funds</b>   | <b>\$ 32,000.00</b> |

| Office/Operational Expenditures Category     |                     |
|--|---------------------|
| Storage-Storquest x1 mo                      | \$ 527.00           |
| Room Rentals TBD                             |                     |
| USPS PO Box-yearly                           | \$ 180.00           |
| Professional Services-Maestrasuite \$49/mo   | \$ 600.00           |
| Printing-Meetings                            | \$ 500.00           |
| Business Cards, name tents                   | \$ 1,000.00         |
| Web Corner \$153.50/mo                       | \$ 1,842.00         |
| Mail Chimp \$32.39/mo                        | \$ 388.68           |
| Hospitality                                  | \$ 300.00           |
| Misc office supplies                         | \$ 500.00           |
| Misc-TBD                                     | \$ 4,162.32         |
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|  |                     |
|  |                     |
| <b>Total Office/Operational Expenditures</b> | <b>\$ 10,000.00</b> |

\*The Funding Program will notify each NC of their Fiscal Year closing balance including available rollover funds and/or applicable adjustment, if any, approximately August 1st or next business day. Depending on when an NC submits its Admin Packet/annual budget, the NC may need to revise and resubmit its annual budget to account for any rollover and/or adjustments.





**NEIGHBORHOOD COUNCIL FUNDING PROGRAM  
LEASES & AGREEMENTS**

Please complete the following information, as applicable, for any leases or service agreements your NC currently has or plans on securing in the Fiscal Year involving office space, meeting space, storage facilities, P.O. Boxes, and/or website services. If sections below do not apply to your NC, please select NA on the sections that do not apply. If you have more than one Meeting Location, then please provide the same information on an additional page. The information provided on this form is to confirm services that an NC may currently have or that it would like to secure in the Fiscal Year which may require a City agreement. If an agreement needs to be drafted from the information provided, the NC board will be notified and advised to agendaize and approve the drafted agreement at a future board meeting; The approval the Administrative Packet/annual budget does not replace the vote the board will need to take to approve any agreements needed.

**Office Location:**

|  |  |
|--|--|
| <input type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input checked="" type="checkbox"/> NA |  |
| Property Name:   |  |
| Property Address:  |  |
| Property Owner Name:   |  |
| Property Owner Phone Number:   |  |
| Property Owner Email:  |  |

**Meeting Location:**

|  |  |
|--|--|
| <input type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input checked="" type="checkbox"/> NA |  |
| Property Name:   |  |
| Property Address:  |  |
| Property Owner Name:   |  |
| Property Owner Phone Number:   |  |
| Property Owner Email:  |  |

**Storage Facility:**

|  |  |
|--|--|
| <input checked="" type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input type="checkbox"/> NA |  |
| Facility Name/Owner  | <b>Mar Vista Rec Center</b>                |
| Facility Address:  | <b>11430 Woodbine St. LA CA 90066</b>      |
| Facility Owner Phone Number:   | <b>310.398.5982</b>                        |
| Facility Owner Email:  | <b>MarVistaRecreationCenter@lacity.org</b> |
| Name on Facility Account:  |  |

**P.O. Box:**

|  |   |
|--|---|
| <input checked="" type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input type="checkbox"/> NA |   |
| Property Name/Owner:   | <b>USPSFAX:</b>                         |
| NC P.O. Box Address  | <b>PO Box 66871</b>                     |
| Property Owner Address:  | <b>3826 Grand View Blvd LA CA 90066</b> |
| Property Owner Phone Number:   | <b>310.482.0093</b>                     |
| Property Owner Email:  | <b>FAX: 310.482.2457</b>                |
| Name on P.O. Box Account:  | <b>Mar Vista Community Council</b>      |

**Website Services:**

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|--|--|
| <input type="checkbox"/> Existing(may need to renew agreement) <input type="checkbox"/> New(new agreement may be needed) <input type="checkbox"/> Donated <input checked="" type="checkbox"/> NA |  |
| Name of Website Services Provider:   | <b>The Web Corner, Inc.</b>                                |
| Service Provider Address:  | <b>15300 Ventura Blvd Suite 400, Sherman Oaks CA 91403</b> |
| Service Provider Phone Number:   | <b>818.345.7443</b>  |
| Service Provider Email:  |  |
| Type of Services Provided:   | <b>Web support and maintenance</b>                         |

When the Board completes and approves the Admin Packet, the NC Treasurer may submit the Packet and BAC Form online in the NC Funding System portal, Budget Allocation section. The NC Funding System portal website is <https://cityclerk.lacity.org/NCFundPortal/#/login>

Please contact our Office for any questions you may have. We are here to help.  
[Clerk.NCFunding@lacity.org](mailto:Clerk.NCFunding@lacity.org)  
 (213)978-1058