

**Neighborhood Council Funding Contribution Form
Congress of Neighborhoods/Budget Advocacy Special Accounts**

I, _____ (President or Vice-President [VP] name),
declare that I am the President or VP of the _____
Neighborhood Council (NC) and that on _____ (meeting date), a Brown Act-
noticed public meeting was held by the NC with a quorum of _____ (number) board members
present and that by a vote of _____(number) Yea, _____(number) Nay, and _____(number)
Abstentions, the NC approved funding contribution(s) from our current Fiscal Year budget for the
following Department of Neighborhood Empowerment Special Account(s):

Neighborhood Council Budget Advocacy (L.A. Charter Section 909) in the amount of:

*\$ _____

L.A. Congress of Neighborhoods (LAAC 22.801) – Event in the amount of:

*\$ _____

L.A. Congress of Neighborhoods (LAAC 22.801) – EmpowerLA Awards in the amount of:

*\$ _____

Therefore, the Neighborhood Council requests that the Office of the City Clerk, NC Funding Program
issue payment from our NC’s current Fiscal Year budget to the Department of Neighborhood
Empowerment for the Congress and/or Budget Advocacy Special Account(s).

Contributions for Neighborhood Council Budget Advocacy and the Congress of Neighborhoods support
activities and programs which advance the purpose of the Neighborhood Council System as determined
by the Department of Neighborhood Empowerment. Funds do not support any specific entity, alliance,
or group.

Signature of President or VP

Date

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To request payment, the NC Treasurer must submit this completed form in the NC Funding System
portal, Outreach Category, as the “Payment Request Document” along with the respective Board Action
Certification (BAC) form. Forms must be submitted by the annual deadline for check payment requests
(normally June 1st) in order to process the payment from current Fiscal Year funds.

Make checks payable to each respective Special Account as approved by your NC Board:

“City of Los Angeles Budget Advocacy” or
“City of Los Angeles Congress of Neighborhoods - Event” or
“City of Los Angeles Congress of Neighborhoods - Awards”

Address: 200 N. Spring St., Suite 224, Los Angeles, CA 90012

- You may also search the respective Special Account in the Vendor section of the Funding System portal when submitting the payment request(s).
- Please submit separate payment requests for each Special Account contribution.

*Please indicate a specific funding amount; Statements such as "unused funding for this fiscal year"
will disqualify the payment request.