

**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 Day** in the amount of:

*\$_____ By checking "Neighborhood Council Budget Day," you will be contributing to cover
 expenses associated with Budget Day, additional Budget workshops, and essential administrative needs.

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 purpose(s) as
 indicated above.

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.

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

Make checks payable as indicated below per your NC Board's approved contribution motion:

- "City of Los Angeles - Neighborhood Council Budget Day" or
- "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: Dept. of Neighborhood Empowerment 200 N. Spring St., Suite 2005, 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.