

**Neighborhood Council Funding Contribution Form  
Congress of Neighborhoods Special Account – Fiscal Year 2020-2021**

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) for the following Department of Neighborhood  
Empowerment Special Account as indicated:

L.A. Congress of Neighborhoods – Event in the amount of:

\*\$ \_\_\_\_\_

L.A. Congress of Neighborhoods – Networking/EmpowerLA Awards in the amount of:

\*\$ \_\_\_\_\_

**Please Note:**

**Contributions for the Budget Advocacy Special Account are currently suspended until further notice.**

Therefore, the Neighborhood Council requests that the Office of the City Clerk, NC Funding Program issue payment from our NC's current Fiscal Year funds to the Department of Neighborhood Empowerment for the L.A. Congress of Neighborhoods Special Account as indicated.

\_\_\_\_\_  
Signature of President or VP

\_\_\_\_\_  
Date

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To request payment, the Neighborhood Council Treasurer must submit this completed form through the NC Funding System portal 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 1<sup>st</sup>) in order to process the payment from current Fiscal Year funds.

Make checks payable as follows as approved by your NC Board:

**“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.