

**AGENDA FOR THE REGULAR MEETING OF THE
LA MIRADA COMMUNITY FOUNDATION
MARCH 28, 2018
6:30 P.M. - CITY HALL- CONFERENCE ROOM 1
13700 LA MIRADA BOULEVARD,
LA MIRADA, CALIFORNIA 90638**

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Citizens are invited to speak on any item listed on the agenda following the staff report on the matter and prior to Community Foundation vote. Comments on matters not on the agenda will be heard during the Public Comment period. The policy of the Community Foundation is that individual presentations not exceed five minutes.

CALL TO ORDER

The meeting will be called to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members: Pete Dames
 John Grotz
 Russell Hall
 Hal Malkin
 Dr. Ray Yutani
 Lesley Watkins – Vice President
 Michael Lord – President

PUBLIC COMMENT *(The speaker is requested, but is not required, to orally state or register his or her name and/or address on the sheet located at the podium, for purposes of recording the information accurately in the minutes. Any information or materials provided are recorded in the minutes and are subject to public disclosure under the Public Records Act. No action will be taken on matters not listed on the agenda. Please observe a five-minute limit to communications.)*

APPROVAL OF MINUTES

1. **MINUTES OF THE REGULAR MEETING OF FEBRUARY 28, 2018** - It is recommended the Foundation approve the minutes of the regular meeting of February 28, 2018.

FINANCIAL REPORTS

2. **REVIEW OF FINANCIAL/INVESTMENT REPORT** – It is recommended the Foundation approve the Foundation's financial/investment report for the month of February 2018.

- 3. TRANSFER OF FUNDS** – It is recommended the Foundation approve the transfer of funds to various programs.

DISCUSSION ITEMS

- 4. DISCUSSION REGARDING THE 2018 CHILI HOLIDAY CELEBRATION** – It is recommended the Foundation discuss the 2018 Chili Holiday Celebration.
- 5. DISCUSSION REGARDING THE SCHOLARSHIP PROGRAM** – It is recommended the Foundation discuss the Scholarship Program.
- 6. DISCUSSION REGARDING THE CHARITY TENNIS TOURNAMENT** – It is recommended the Foundation discuss the Charity Tennis Tournament.
- 7. DISCUSSION REGARDING A FUNDING POLICY** – It is recommended the Foundation discuss a funding policy.
- 8. DISCUSSION REGARDING THE LEGACY CIRCLE** – It is recommended the Foundation discuss ideas for the Legacy Circle.

FOUNDATION MEMBERS ANNOUNCEMENTS

STAFF ANNOUNCEMENTS

ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.

Dated this 22nd day of March 2018.



Leticia Revilla, Deputy City Clerk

**MINUTES OF THE REGULAR MEETING OF
THE LA MIRADA COMMUNITY FOUNDATION
OF THE CITY OF LA MIRADA**

FEBRUARY 28, 2018

CALL TO ORDER

The regular meeting of the La Mirada Community Foundation was called to order at 6:30 p.m. by President Lord in Conference Room 1 at City Hall, 13700 La Mirada Boulevard, La Mirada, California.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present:

Member Pete Dames
Member John Grotz
Member Russell Hall
Member Hal Malkin
Member Dr. Ray Yutani
President Michael Lord

Absent:

Vice President Lesley Watkins

Staff:

Anne Haraksin, Foundation Secretary
Leticia Revilla, Deputy City Clerk

PUBLIC COMMENT

Public Safety Commissioner David Harbaugh was in attendance.

APPROVAL OF MINUTES

1. MINUTES OF THE REGULAR MEETING OF JANUARY 24, 2018

Member Malkin moved and Member Yutani seconded to approve the minutes of the January 24, 2018 Community Foundation regular meeting.

Motion carried 6-0.

FINANCIAL REPORTS

2. REVIEW OF FINANCIAL/INVESTMENT REPORTS

Foundation Secretary Haraksin discussed the Financial/Investment Report for the month of January 2018.

Member Malkin moved and Member Grotz seconded to approve the financial report for the month of January 2018 and the transfer from the Undesignated Account to the Ray Haugh Vocational Scholarship Account in the amount of \$487.22.

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES: Members Dames, Grotz, Hall, Malkin, Yutani, President Lord
NOES: None
ABSENT: Vice President Watkins
ABSTAIN: None

DISCUSSION ITEMS

3. DISCUSSION REGARDING THE RELAY FOR LIFE EVENT

Kathy Pasillas provided information on the 2018 Relay for Life event. She said the event would take place May 19 and May 20 at Splash! La Mirada Regional Aquatics Center. She requested funding for the cost of the showmobile and the use of the portable sink for this year's Relay for Life. Foundation Members discussed the proposal.

Member Grotz moved and Member Yutani seconded to approve the cost of the showmobile and the use of the portable sink for the 2018 Relay for Life event.

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES: Members Dames, Grotz, Hall, Malkin, Yutani, President Lord
NOES: None
ABSENT: Vice President Watkins
ABSTAIN: None

4. DISCUSSION REGARDING THE "LOVE LA MIRADA" EVENT

Jim Zoellner reported on the "Love La Mirada" event. He expressed his appreciation to the Community Foundation for its funding support in the past years. He said the "Love La Mirada" committee was requesting funding to purchase t-shirts for this year's event.

Member Malkin expressed his concerns for approving funding support. He said the purpose of the Foundation is to help non-profit groups get started and become self-reliant. Foundation Members were in consensus to not provide funding support to the "Love La Mirada" event.

5. DISCUSSION REGARDING THE MAYOR'S PRAYER BREAKFAST

Foundation Members discussed the funding request from the Mayor's Prayer Breakfast committee. Member Malkin expressed his concerns for approving funding support. Foundation Members were in consensus to not provide funding support to the Mayor's Prayer Breakfast.

6. DISCUSSION REGARDING THE “4 LA MIRADA KIDS” COMMUNITY CARNIVAL

Member Malkin provided an update on his meeting with Chris Pflanzner and other carnival volunteers. He said he informed the carnival volunteers that the carnival equipment belonged to the Foundation and it needed to be returned. He said he would be willing to sell the carnival equipment at a reasonable cost if a non-profit group should plan a carnival.

President Lord discussed a letter he prepared to Chris Pflanzner. Foundation Members discussed the letter and provided input. President Lord requested staff to mail the letter to Chris Pflanzner.

7. DISCUSSION REGARDING A DONATION POLICY

Member Malkin provided information on the proposed funding policy. He distributed copies of the Project Budget, Funding Program overview, a Funding Application and an envelope to help support the Foundation. He asked Foundation Members to review the material and provide feedback at the next Foundation meeting.

FOUNDATION MEMBER ANNOUNCEMENTS

Member Malkin provided an update on the sales of fireworks. He also provided information on the PIH Health Foundation Endowment program.

Member Grotz said he enjoyed attending the Cabaret show at the La Mirada Theatre.

STAFF ANNOUNCEMENTS

Secretary Haraksin provided information on upcoming events including the Easter Egg event, the judging for the Spring Beautification award ceremony, the La Mirada Library anniversary celebration and La Mirada Ebell's bunko fundraiser.

ADJOURNMENT

There being no further business to come before the Foundation, the Community Foundation adjourned the meeting at 7:59 p.m.

Submitted:

Attest:

Leticia Revilla, Deputy City Clerk

Michael Lord, President

FINANCIAL REPORTS

**Community Foundation
March 28, 2018**

TO: Foundation Board of Directors
FROM: Judy Quiñonez, Chief Financial Officer
SUBJECT: **FINANCIAL/INVESTMENT REPORTS**

BACKGROUND

The Community Foundation receives funds from a variety of private and public sources and conducts various fundraising activities. The Board of Directors subsequently distributes funds to a variety of non-profit community organizations.

FINDINGS

A financial accounting is provided to the Board so that it may monitor Foundation funds. This report is prepared for the Board to review.

Attached is the financial report for the month ending in February 2018. Staff is available to discuss the current financial/investment reports and other related items.

RECOMMENDED ACTION

It is recommended the Community Foundation approve the Financial/Investment Reports for the month of February 2018.

LA MIRADA COMMUNITY FOUNDATION

MONTHLY FINANCIAL REPORTS

FISCAL YEAR 2017-2018

For the Month Ending February 28, 2018

LA MIRADA COMMUNITY FOUNDATION
Summary Statement of Revenues and Expenditures
For the eighth month ended February 28, 2018
Fiscal Year 2017 - 2018

	<u>BEGINNING BALANCE</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>	<u>BANK ACCOUNT BALANCE</u>	<u>INVESTMENT BALANCE</u>	<u>ENDING BALANCE</u>
Aquatics Assistance	-	-	-	-	-	-
Aquatics Center	-	-	-	-	-	-
Bob Jenkins Scholarship Fund	-	13,812.89	-	13,812.89	-	13,812.89
Community Events	4,800.00	8,425.20	12,540.00	485.20	-	485.20
Community Programs	240.00	920.00	700.00	460.00	-	460.00
Edison STEM Scholarship	-	2,500.00	-	2,500.00	-	2,500.00
Historical Preservation	4,850.02	-	186.32	4,763.70	-	4,763.70
La Mirada Athletic Council	1,843.11	-	-	1,843.11	-	1,843.11
La Mirada High School Scoreboard	1,917.00	-	-	1,917.00	-	1,917.00
La Mirada Tennis Tournament	1,429.42	1,829.45	1,900.00	1,359.87	-	1,359.87
Ray Haugh Vocational Scholarship Fund	280.00	837.22	-	1,117.22	-	1,117.22
Rotary Scholarship Fund	-	-	-	-	-	-
Senior Programs	8,881.86	-	-	-	8,881.86	8,881.86
Senior Net Learning Center	2,753.25	-	1,739.00	-	1,014.25	1,014.25
Undesignated/Other	59,774.51	3,457.19	4,878.82	5,101.09	53,451.99	58,683.08
TOTAL	\$ 84,648.97	\$ 31,781.75	\$ 21,743.94	\$ 33,358.88	\$ 61,327.90	\$ 84,686.78

**CITY OF LA MIRADA
COMMUNITY FOUNDATION**

DATE	DESCRIPTION	PROGRAM	CHECK #	REVENUES	EXPENSES	BALANCE
BEGINNING BALANCE AT JULY 1, 2017						105,090.14
7/6/2017	Registration	La Mirada Tennis Tournament		500.00		105,590.14
7/10/2017	Registration	La Mirada Tennis Tournament		336.45		105,926.59
7/14/2017	Investment Interest	Other - Undesignated		140.10		106,066.69
7/20/2017	Donation	Community Events		2,280.00		108,346.69
7/20/2017	Donation	Bob Jenkins Scholarship		1,000.00		109,346.69
8/8/2017	Giving Donation - City Payroll	Other - Undesignated		5.00		109,351.69
8/8/2017	Franchise Tax Board - fee refund	Other - Undesignated		10.00		109,361.69
8/8/2017	Registration	La Mirada Tennis Tournament		993.00		110,354.69
8/8/2017	Donation	Community Events		600.00		110,854.69
8/17/2017	Deposit Refund (Olive Fest)	Other - Undesignated		500.00		111,354.69
8/17/2017	Registration	Mayor's Prayer Breakfast		20.35		111,375.04
8/17/2017	Donation	Community Events		2,360.00		113,735.04
8/28/2017	Foremost Insurance - precision policy	Other - Undesignated	1581		1,130.00	112,605.04
8/28/2017	City of La Mirada	Community Events	1582		4,780.00	107,825.04
9/1/2017	Giving Donation - City Payroll	Other - Undesignated		5.00		107,830.04
9/18/2017	Buena Park Plaque and Trophy	Other - Undesignated	1584		148.70	107,681.34
9/18/2017	Mark Goldfarb - IRS filing fee reimbursement	Mayor's Prayer Breakfast	1587		275.00	107,406.34
9/29/2017	City of La Mirada	Community Events	1589		4,960.00	102,446.34
9/29/2017	Transfer out to Bob Jenkins	Carnival			12,290.69	90,155.65
9/29/2017	Transfer in from Carnival	Bob Jenkins Scholarship		12,290.69		102,446.34
10/12/2017	Vadeal Print - board member polo shirt	Other - Undesignated	1590		47.38	102,398.96
10/19/2017	Giving Donation - City Payroll	Other - Undesignated		5.00		102,403.96
10/19/2017	Donation	Edison STEM Scholarship		2,500.00		104,903.96
10/19/2017	Donation	Community Events		500.00		105,403.96
10/19/2017	Donation	Community Programs		350.00		105,753.96
10/31/2017	Transfer out to Ray Haugh Scholarship	Golf Tournament			350.00	105,403.96
10/31/2017	Transfer in from Golf Tournament	Ray Haugh Scholarship		350.00		105,753.96
11/14/2017	Attorney General Registry - annual registration	Other - Undesignated	1592		25.00	105,728.96
11/14/2017	Franchise Tax Board - annual return fee	Other - Undesignated	1593		10.00	105,718.96
11/16/2017	Donation	Community Events		485.20		106,204.16
11/16/2017	Print Runner - window decals	Other - Undesignated	1594		211.87	105,992.29
11/28/2017	Philadelphia Insurance Companies	Other - Undesignated	1595		1,111.00	104,881.29
11/30/2017	Investment Interest	Other - Undesignated		165.04		105,046.33
12/1/2017	Giving Donation - City Payroll	Other - Undesignated		10.00		105,056.33
12/1/2017	Donation	Community Programs		350.00		105,406.33
12/1/2017	Donation	Community Events		2,300.00		107,706.33
12/4/2017	Donations - Chili Holiday	Other - Undesignated		487.22		108,193.55
12/5/2017	La Mirada Mayor's Prayer Breakfast	Mayor's Prayer Breakfast	1597		7,545.73	100,647.82
12/5/2017	America's Printer - Chili Holiday	Other - Undesignated	1598		451.47	100,196.35
12/5/2017	City of La Mirada - donation transfer	Community Events	1599		500.00	99,696.35
12/5/2017	City of La Mirada - donation transfer	Community Programs	1599		350.00	98,346.35
12/5/2017	City of La Mirada - Santa & Photo Booth Supplies	Other - Undesignated	1599		985.98	98,360.37
12/6/2017	Donations - Chili Holiday Photo Booth	Other - Undesignated		425.16		98,785.53
12/6/2017	Donations - Chili Holiday Train & Food	Other - Undesignated		1,443.64		100,229.47
12/18/2017	Sabrina Semeno - Neff House holiday decorations	Historical Preservation	1600		186.32	100,043.15
12/21/2017	Donations - Chili Holiday Wreath	Other - Undesignated		65.00		100,108.15
12/31/2017	LMHS Girls Softball Association - Carnival (VOID)	Bob Jenkins Scholarship	1522	450.00		100,558.15
12/31/2017	La Mirada Girls Softball Assoc. - Carnival (VOID)	Bob Jenkins Scholarship	1569	72.00		100,630.15
1/2/2018	Transfer out to Undesignated	Mayor's Prayer Breakfast			0.10	100,630.05
1/2/2018	Transfer in from Mayor's Prayer Breakfast	Other - Undesignated		0.10		100,630.15
1/11/2018	Investment Interest	Other - Undesignated		185.63		100,815.78
1/29/2018	Secretary of State - Statement of Information	Other - Undesignated	1601		20.00	100,795.78
1/29/2018	Senior Net - outstanding contribution	Senior Net	1602		1,739.00	99,056.78
1/29/2018	City of La Mirada	Community Events	1603		2,300.00	96,756.78
1/30/2018	City of La Mirada	Community Programs	1603		350.00	96,406.78
1/31/2018	LMHS Tennis Booster Club	LM Tennis Tournament	1605		400.00	96,006.78
1/31/2018	Biola University	LM Tennis Tournament	1606		1,500.00	94,506.78
2/7/2018	Giving Donation - City Payroll	Other - Undesignated		10.00		94,516.78
2/7/2018	Winter Camp Permit	Community Programs		220.00		94,736.78
2/16/2018	Statement of Information fee	Other - Undesignated	1607		50.00	94,886.78
2/28/2018	Transfer out to Ray Haugh Scholarship	Other - Undesignated			487.22	94,199.56
2/28/2018	Transfer in from Undesignated	Ray Haugh Scholarship		487.22		94,886.78

FINANCIAL REPORTS

**Community Foundation
March 28, 2018**

TO: Foundation Board of Directors
FROM: Judy Quiñonez, Chief Financial Officer
SUBJECT: TRANSFER OF FUNDS

BACKGROUND

Over the years, the Foundation has approved and transferred funds from various accounts to specific programs.

FINDINGS

Staff is recommending the Foundation transfer funds to the designated programs.

The following funds may be considered for transferring to a specific program:

Transfer From	Transfer To	Transfer Amount
Community Program	City Programs	\$220.00
	Total	\$220.00

RECOMMENDED ACTION

It is recommended the Community Foundation approve the transfer of funds.

LA MIRADA COMMUNITY FOUNDATION
TRANSFERS DETAIL
3/28/2018

AMOUNT	TRANSFER FROM	TRANSFER TO	DONATION/PAYMENT	PURPOSE
220.00	COMMUNITY PROGRAMS	CITY PROGRAMS	MISSIONARY ATHLETES INTL	WINTER CAMP PERMIT
<u>220.00</u>	TOTAL TRANSFERS			

DISCUSSION ITEM

**Community Foundation
March 28, 2018**

TO: Foundation Board of Directors
FROM: Anne Haraksin, Foundation Secretary
SUBJECT: FUNDING POLICY

BACKGROUND

The Foundation periodically receives requests regarding funding and/or sponsorship of events and organizations.

FINDINGS

At the February 28 regular meeting, Foundation Members Malkin provided information on a proposed donation policy. He distributed copies of a Project Funding Program overview, a Funding Application and an envelope to help support the Foundation. It would be appropriate for the Foundation to discuss the proposed donation policy.

RECOMMENDATIONS

It is recommended the Foundation discuss the proposed funding policy.

Project Budget

Dates of Project/Event: _____

Projected Expenses

Eligible Expenses

Contracted Services

Artists/Speaker Fees	\$	[]
Consultants/Planner Fees	\$	[]
Announcer Fees	\$	[]
Police Officers	\$	[]
Private Security	\$	[]
_____	\$	[]
_____	\$	[]

Name: _____
 Name: _____
 Name: _____
 Name: _____

Travel

Airfare/Luggage Fees	\$	[]
Ground Transportation	\$	[]
Gas	\$	[]
Lodging	\$	[]

Traveler 1: _____
 Traveler 2: _____
 Traveler 3: _____

Production/Entertainment

Band(s)	\$	[]
Dance Group(s)	\$	[]
DJ	\$	[]
Stage Rental	\$	[]
Tent Rental	\$	[]
Table/Chair Rental	\$	[]
Sound Equipment	\$	[]
Lighting Equipment	\$	[]
Generators	\$	[]
Sound/Lighting Technician	\$	[]
_____	\$	[]
_____	\$	[]

Facility/Space Rental

Park/Pavillions	\$	[]
Ballrooms/Conference Rooms	\$	[]
Theaters	\$	[]
_____	\$	[]

Location: _____
 Location: _____
 Location: _____
 Location: _____

Marketing/Promotion

Layout Design/Graphic Designer	\$	[]
Newspaper Ads	\$	[]
Posters/Flyers/Postcards	\$	[]
Radio Spots	\$	[]
Banners	\$	[]
_____	\$	[]

Miscellaneous Items

Traffic Closures/Barricades	\$	[]
Portable Restrooms	\$	[]
Trophies/Awards	\$	[]
Decorations	\$	[]
Event Staff/Volunteer Uniforms	\$	[]
Fencing - Non-Alcohol Related	\$	[]
_____	\$	[]
_____	\$	[]

TOTAL ELIGIBLE EXPENSES

\$ []

Ineligible Expenses

Administrative

Payroll (salaries/wages)

Benefit Costs

\$	
\$	
\$	
\$	

Consumable Goods/Hospitality

Food

Drinks - water, soda, etc.

Snacks

\$	
\$	
\$	
\$	

Marketing/Promotion

Web Site/Internet

\$	
\$	

Associated with Alcohol

Liquor Licenses/Fees

Supplies - cups, etc.

Fencing

Bartender

\$	
\$	
\$	
\$	
\$	
\$	

Postage

Mailings

\$	
\$	
\$	

Insurance

Event Insurance

\$	
\$	
\$	

Fees

Music Licensing

Permit

Taxes

Membership

Professional Development

Conference

Credit Card Charges

Application

\$	
\$	
\$	
\$	
\$	
\$	
\$	
\$	
\$	
\$	
\$	

Miscellaneous Items

Gifts

Take Home Promotions

Scholarships

Capital Expenses

Improvements

Office Supplies

Paper Goods

Contributions/Donations

\$	
\$	
\$	
\$	
\$	
\$	
\$	
\$	
\$	
\$	
\$	

TOTAL INELIGIBLE EXPENSES

\$	
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Projected Income

Admissions

Adults

\$

Seniors

\$

Kids

\$

Registration/Entry Fees

\$

Vendors

Food & Beverage

\$

Merchandise/Trinkets

\$

Concessions

Food & Beverage

\$

Non-Alcoholic Beverages

\$

Alcoholic Beverages

\$

Merchandise Sales

\$

Sponsorships

\$

\$

\$

\$

\$

La Mirada Community Foundation

Sponsorship Funding Request

\$

Applicant

Cash/Contribution

\$

TOTAL ELIGIBLE EXPENSES

\$

TOTAL INELIGIBLE EXPENSES

\$

GRAND TOTAL EXPENSES

\$

TOTAL REVENUE

\$

Project Net Profit / Loss

\$

Budget Items To Be Paid For By Potential Foundation Sponsorship Funding

Items/Description	Amount	Company/Business Receiving Funds
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

**TOTAL PROSPECTIVE AMOUNT
TO BE SPENT**

\$



Project Funding Program

Fiscal Year 2017-2018

Program Overview

The La Mirada Community Foundation's project funding program is designed to assist local non-profit organizations in funding projects that serve the public and promote the La Mirada Community Foundation and the City of La Mirada. The mission of the program is to provide support and funding to deserving special projects, which enhance the community in the following ways:

- Providing cultural and educational enrichment
- Celebrating our unique diversity, history and heritage
- Enhancing pride and a sense of community
- Promoting a positive image of the City of La Mirada
- Endorsing economic vitality

The program is designed to be a short-term assistance to help projects become established.

Eligibility Requirements

- All applicants must be a **non-profit 501(c)(3) organization**
- Organization may only submit one application for a project.
- Multiple submissions will be not be considered
- Projects with multiple co-organizations will only be allowed to submit one application
- Ineligible organizations/projects
 - City of La Mirada Departments
 - For-profit projects
 - For-profit/non-profit partnerships where the benefits to the non-profit organization cannot be demonstrated
 - School projects/events
 - Any project were multiple organizations submit an application

Application Process

All organizations must complete the following application process:

- Funding Application
- Provide a Certificate of 501(c)(3) Status
- Funding Project Budget Form
- Past or Current Promotional Materials

PLEASE NOTE:

- 1. Applications received that are incomplete will be considered ineligible.**
- 2. Applications are reviewed to ensure they meet the application requirements. Applicants will be informed of missing items, if time permits.**
- 3. There is NO guarantee that your application will be reviewed for acceptance by your project deadline, please do not wait until the last minute to submit the application.**
- 4. Applications received after your project deadline will not be considered. You must complete the budget form and return it with your application.**

Criteria and Review Process

Applications for sponsorship are reviewed by the La Mirada Community Foundation and are based on the following criteria:

- Cultural and educational impact on the community and ability of the project to demonstrate La Mirada's unique diversity, history and heritage
- Ability of the project to promote community pride and a positive image of the City of La Mirada
- History of the applicant organization in producing the producing the project, managerial and administrative ability of the applicant's organization to carry out the project and properly administer sponsorship funds
- Economic impact on the community
- The number of years the organization has received funding and how established the project has become
- The support of the project by additional City of La Mirada funds, staff, or department
- Free vs. Admission based project if applicable

Allocation of Funds

No one applicant organization will receive more than \$5,000 in funding in any fiscal year (July 1 – June 30). Applicants are eligible for 50% of the project costs with the total allocation not to exceed \$5,000. It is possible that funding allocations may be lower than the amount requested by the applicant.

All applications receiving funds will be required to submit a final report on the project within 90 days following completion of their project . That report shall include documented use of awarded funds, project attendance and highlights, etc. Failure to submit the report, in its entirety, within the specified time line will eliminate the organization's ability to apply for funds during the next call for applications.

Final reports not submitted by the deadline will face penalties during the following year's application process. The following penalties will be assessed:

1 month late: 5% 2 months late: 10% 3 months late: 20% 4 months late: 35% 5 months late: 50%	...of funds deducted from awarded amount for new approved funding application.
After 5 months considered non-submittal of final report	...ineligible to submit an application for funds the next 5 years.

Incomplete final reports will be given one opportunity to make the corrections within 72 hours of notification. If corrections are completed within the 72 hour period, the final report will be considered accepted at turned in date. If submitted corrections exceed the 72 hour period, the final report will be considered received when the corrections have been completed.

Ineligible Fees/Costs

Fees that are not eligible for funding are items not directly related to the project, or fees that would reimburse the administrative costs of the organization managing the project. Only cash expenses will be considered. Ineligible fees include, but are not limited to the following:

- Administrative/Payroll/Benefit Costs (salaries and/or wages for any full time/part time employee or contracted employee that works for the organization when project is not taking place)
- Consumable Goods (food, drinks, snacks)
- Any/All Costs Associated With the Sale of Alcohol (supplies, fencing, bartender, etc.)
- Membership/Professional Development/Conference Fees
- Non-Cash, In-Kind Services Or Fees That Are Waived and/or Sponsored by the City of La Mirada
- Postage (for advertisement, mailings, etc.)
- Other ineligible fees/cost include:
 - Liquor Licenses/Fees
 - Hospitality Items
 - Event Insurance Costs
 - Storage Rental
 - Gifts/Take Home Promotions
 - Credit Card Charges
 - Scholarships
 - Music Licensing Fees
 - Capital Expenses/Improvements
 - Taxes
 - Application/Permit Fees

Appeals Procedure

All decisions made by the La Mirada Community Foundation are final and are not subject to appeals or further review.

Quick Tips

- It is important that you complete the entire application. The more detail that you provide the better as it will help the Foundation understand what your project's purpose is and how it will benefit the community. **Incomplete applications will not be considered for the program.**
- Only City of La Mirada based organizations will receive consideration for funding.
- Each question on the application is thoroughly reviewed but please pay particular attention to the following questions:
 - History of your organization and project
 - How your project will have a cultural and educational impact on the community as well as how it will demonstrate La Mirada's unique diversity, history and heritage
 - Ability to promote community pride and a positive image of the City of La Mirada or Economic impact
 - A detailed budget
- Although not required, it is very helpful if you provide financial reports from past two years to show the Foundation your organization's ability to manage a budget, carry out the project and properly administer Foundation funds.
- Please understand that you are not guaranteed to receive funding and in the event that you do receive funding, it may be less than what you requested on your application.
- Applicants are encouraged to attend the review meeting to clarify information on the application or budget. This may assist the Foundation in making a decision.
- Keep a copy of the submitted application and budget for your records.

Contact Information

For any questions regarding the Foundation Funding Program, please

contact: Leticia Revilla

Phone: (562) 943-0131

E-mail: LRevilla@CityofLaMirada.org

Please mail all applications to:
Leticia Revilla
C/O La Mirada Community Foundation
13700 La Mirada Boulevard
La Mirada, CA 90638

Hand deliver applications to:
Lobby Reception Desk
City Hall
13700 La Mirada Boulevard
La Mirada, CA 90638

FUNDING  **LA MIRADA COMMUNITY FOUNDATION APPLICATION**

Please complete all information; do not leave any spaces blank.
Write N/A in spaces that do not pertain to your event. Incomplete applications will not be processed.

APPLICANT INFORMATION

Name Organization		Federal Tax ID Number	
Mailing Address	City	State	Zip Code
Physical Address	City	State	Zip Code
Funding Amount Requested	\$	Previous Years Received Funds	
Contact Information			
Name _____		Office Phone Number _____	
Title _____		Fax Phone Number _____	
Email Address _____			
A Certificate of 501(c) (3) status from the IRS must accompany the application form			
Please Provide a Brief Description About Your Organization			

PROJECT OVERVIEW

Name of Project _____			
Project Date(s) _____			
Project Location	_____	Private Property <input type="checkbox"/>	Public Property <input type="checkbox"/>
Project Start Time	_____	Project End Time	_____
Admission	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Anticipated Attendance			
Participants	_____	Spectators	_____
Audience Demographics			
Project Co-Organizers (These are additional organizations assisting in producing this project)			
Will you have project co-organizer? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, please list below...			

EVENT HISTORY

Is this considered to be an annual project?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is this project...	<input type="checkbox"/> New	<input type="checkbox"/> Recurring
Years in existence	_____	

PROJECT HISTORY CONTINUES

Previous Project Highlights... Please Describe

Past Project Media Coverage... Please Describe (Include any mention of the City of La Mirada coverage)

GENERAL PROJECT INFORMATION

Please provide a comprehensive description of all project activities and entertainment.

What makes your project unique?

What is the theme of your project?

PLEASE READ CAREFULLY BEFORE SIGNING

I certify that the information set forth within this application is complete, true and correct to the best of my knowledge and belief, and that I have received and will comply with the information set forth in the guidelines. Information from this application is considered public information and may be distributed to outside agencies at their request. Acceptance of this application should in no way be construed as final approval or confirmation of this request. The La Mirada Community Foundation reserves the right to refuse the application and it is revocable if deemed in the best interest of the La Mirada Community Foundation or the City of La Mirada.

Authorized Agent/Project Chairperson Name (PRINT)

Signature

Title

Date

Thank You

LA MIRADA
COMMUNITY FOUNDATION
13700 LA MIRADA BLVD. • LA MIRADA, CALIFORNIA 90638



Please
Place
Stamp
Here

**La Mirada Community Foundation
13700 La Mirada Boulevard
La Mirada, CA 90638**

Yes! I want to help!

Please accept a contribution of:

\$1000 \$500 \$250 \$100 \$50 Other

Please make checks payable to: La Mirada Community Foundation

Please charge my VISA Mastercard AMEX Discover

Card Number: _____ CVV: _____

Name on Card: _____ Exp. Date: _____

Signature: _____

Please make my gift in Memory Honor of _____

Please Print

NAME(S): _____

COMPANY / ORGANIZATION: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ EMAIL: _____

Please send me more information on:

Volunteering Planned Giving Opportunities

Thank You for Your Support!

*The La Mirada Community Foundation is a 501(c)(3) organization.
Donations are tax-deductible to the extent allowed by law*

DISCUSSION ITEM

**Community Foundation
March 28, 2018**

TO: Foundation Board of Directors
FROM: Anne Haraksin, Foundation Secretary
SUBJECT: LEGACY CIRCLE

BACKGROUND

The proposed Legacy Circle is intended to assist individuals wishing to make charitable gifts through their will or estate. Through this program, the donor can be sure that his or her funds will be available in the future to support programs and services of interest to them. The Foundation has the opportunity to be a vehicle for community members wishing to make a lasting contribution in La Mirada.

FINDINGS

At tonight's meeting, the Foundation will review and discuss ideas for the Legacy Circle program.

RECOMMENDED ACTION

It is recommended the Community Foundation review and discuss the Legacy Circle program.

A Lasting Legacy, A Powerful Impact

Endowment Giving Opportunities at PIH Health Foundation



You support PIH Health Foundation because you believe that patients should always come first and because you know that this idea drives everything that we do. "Patients first" is a promise rooted in our long history of service to the community and a commitment at the heart of our work today.

With your support, you can help ensure that patients come first at PIH Health and throughout the communities we serve for generations to come.

Why Endowment Matters

PIH Health has benefitted from the support of a strong and dedicated community for decades, and every day, our goal is to show that same dedication to our patients. Whether you are a new supporter of PIH Health or have been with us from the beginning, your gift to endowment makes a statement that you care about the health of our community, not just today but for years to come.

Your gift to endowment is an investment in the health of the communities we serve and a worthwhile use of your hard-earned resources to support a brighter future for the community you care about.

The Impact of Endowment at PIH Health

Endowment support at PIH Health Foundation provides long-term financial stability for PIH Health that has a daily impact on patients and our community.

JAMES P. FITZGERALD MD SPIRITUAL CARE SERVICES

One of the premier endowed funds at PIH Health Foundation supports our Spiritual Care Program. It ensures that patients and their loved ones, during their most vulnerable moments, receive the nurturing and supportive care of our dedicated chaplains.

PIH HEALTH GENERAL ENDOWMENT

Donors are also invited to support the general endowment fund which gives PIH Health Foundation the flexibility to always put patients first by investing in the areas of greatest need, whether that means new equipment and technology, innovative programs and practices, or support for patient care initiatives.

JAMES H. DEWHIRST MD FAMILY PRACTICE ENDOWMENT

Endowment funds also support the James H. Dewhirst MD Family Practice Endowment so that patients can get skilled, compassionate, palliative care and chronic disease management in the comfort of their homes.



Making an Endowment Gift

You can give to support PIH Health's work in the community for generations to come by establishing a planned estate gift, such as:

- A **bequest intention** leaving a specified amount or a percentage of your estate to PIH Health Foundation
- A **life income plan gift** – a charitable gift annuity, a charitable remainder unitrust or charitable remainder annuity trust, depending upon your income and tax goals
- A **beneficiary designation** gift such as an IRA or some other type of retirement fund naming PIH Health Foundation as the beneficiary
- Making an **outright gift or multi-year pledge** to a specific endowment fund or to PIH Health Foundation's general endowment

Donors may contribute to any of the current endowments at any amount. A donor may also create and name a dedicated endowment with an investment of \$100,000 or greater.

Supporters who make a planned estate gift and notify PIH Health Foundation qualify for membership in the PIH Health Legacy Society, which includes invitations to special events and recognition in PIH Health publications.

Leaving a Legacy

An endowment is a donation of money or property to a nonprofit organization for the ongoing support of that organization. Endowment is structured so that the original gift is kept intact while the investment gains are distributed to support the organization. Because an endowment gift's principal is protected, donors can have an impact over a longer period than with a gift that is spent all at once.

Planned estate gifts can include a variety of tax and income benefits, and PIH Health Foundation offers a variety of tools and resources to help you decide what option will best help you accomplish your personal and family goals while supporting a cause important to you.

If you are interested in leaving a legacy and making a lasting impact through PIH Health, please contact us through the email or phone number listed below:

Nicole Jackson

Director, Major Gifts & Planned Gifts
PIH Health Foundation
562.698.0811 Ext. 81598
Nicole.Jackson@PIHHealth.org

PIH Health
12401 Washington Blvd.
Whittier, CA 90602



F.A.Q.

Who can help me arrange to leave a Legacy gift?

If you have a professional financial advisor you're working with like a financial planner, lawyer, accountant or insurance agent, talk with them about leaving a Legacy gift. A professional can tell you about the specific tax benefits and legal advantages of your planned gift. You can also contact the Community Foundation for general information.

How do I leave a gift in memory of a person for a specified purpose?

A memorial gift is a wonderful way to recognize someone who has made a difference in your life. You may also want to give to a specific program like the Splash! La Mirada Regional Aquatics Center or the La Mirada Theatre for the Performing Arts. This kind of memorial gift can be arranged in your will or trust, the same way that you would leave a personal gift from your estate. You just need to make it clear that the gift is in memory of a particular person or for a specific program.

Do I tell the Foundation I've left the gift?

This is up to you. Both the Community Foundation and the Theatre Foundation would like to know in advance so they can recognize your generosity. We can also tell you about specific opportunities for giving. Ultimately, it's your decision whether you let us know of your plans or not.

How do I take the first step?

Think about to whom and why you'd like to leave a Legacy gift. Maybe the City or one of these Foundations has helped you, someone you know, or an organization with which you are familiar. Maybe you're an active community volunteer or believe in the mission of one or more of these organizations. You might want to leave a gift in memory of a loved one or for a specific use.

If you need more help or more information, call (562) 943-0131 and arrange a meeting to help you better understand what we do and how you can join the Legacy Circle of La Mirada.



LA MIRADA
COMMUNITY
FOUNDATION
Legacy

•Donor•

Legacy Circle

Legacy Circle of La Mirada enables you to make charitable gifts to assist with local needs through your will or estate. When you make a Legacy Circle contribution, you can be sure that your funds will be used in the future to help those you wish.

La Mirada's Legacy Circle aims to play a significant role in our community by providing the financial resources necessary to support important services and programs.

The Legacy Circle is a cooperative effort of the City of La Mirada, La Mirada Community Foundation, and the La Mirada Theatre Foundation. These groups need the generous financial assistance from people like you in order to continue providing services to people in need.

While more than 70 percent of Americans contribute to nonprofit groups of their choice throughout their lifetimes, only six percent continue this support through a gift in their will or estate plan. By making these "planned gifts," you can make a lasting contribution and continue to make an important difference in this community.

After you have made arrangements to take care of your loved ones in your will or trust you may wish to leave a Legacy gift to help support the efforts of the La Mirada Community Foundation. It does not matter how small or large your bequest is as all gifts enable the Foundation to plan for future activities and enhance the community's future.

Any size of the legacy gift is welcome and will help make a difference. A legacy gift may also be free from inheritance tax therefore greatly increasing the value of your gift.

Private Donations

The long-term success of the Legacy Circle program depends on your support. All stakeholders in the community need to work together if we are to achieve our goal of providing the best possible community services to the people of La Mirada.

Local tax dollars support key services for seniors, children and others, but the needs are great and additional help is needed. Private contributions of cash, property, and other valuables, as well as state and federal support, are also needed.

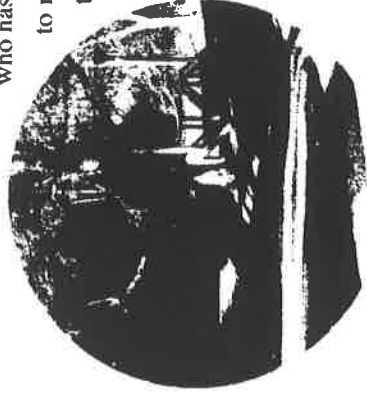
How Can You Help?

Gifts of Property: Your donation of land can provide a tax advantage, as well as the opportunity to leave a personal legacy. Contact the Foundation at (562) 943-0131 or cityofmirada.org to explore options. The Legacy program staff can assist you by reviewing some of the options available to you when making such a gift.

Estate Gifts, and Gifts of Cash and Securities: The non-profit La Mirada Community Foundation has established a Legacy Circle Fund to receive donations from private individuals, estates, corporations, and foundations interested in supporting a variety of community services such as parks, senior meals, and children's programs. All donations to the Legacy Circle are used to support a variety of community services and programs.

Cash gifts, gifts of stock and other securities, as well as real estate gifts may be donated to the Legacy Circle Fund in memory or in honor of friends and family. During a time of sadness it can often prove to be therapeutic to do something positive and memorable for a loved one

who has recently passed away. You may also want to make a regular donation to the Foundation to celebrate a loved one's life on a specific date, such as their birthday. All real estate donations to the Legacy Circle Fund are placed on the market, sold, and turned into cash to support community services and programs.



F.A.Q.

Who can help arrange to leave a Legacy gift?

A professional financial advisor or a financial planner, lawyer, accountant or insurance agent, can assist with arranging a Legacy gift. A professional can advise a donor about the specific tax benefits and legal advantages of a planned gift. The Community Foundation can also be contacted to provide general information.

Gifts in memory of a person for a specified purpose.

A memorial gift is a wonderful way to recognize someone who has made a difference in a life. Gifts can also be made to a specific program like the Splash! La Mirada Regional Aquatics Center or the La Mirada Theatre for the Performing Arts. This kind of memorial gift can be arranged in a will or trust, the same way that a personal gift from an estate would be made. It must be specified that the gift is in memory of a particular person or for a specific program.

Does the Foundation need to know a gift has been donated?

It is up to the contributor. Both the Community Foundation and the Theatre Foundation would like to know in advance so they can recognize the donation. The Foundation can also provide information on specific opportunities for giving. Ultimately, it's the contributor's decision whether he or she informs the Foundation of the plans to make a donation.

What is the first step?

The contributor should think about to whom and why he or she would like to leave a Legacy gift. Maybe the City or one of these Foundations has helped them, someone they know, or an organization with which they are familiar. Maybe the contributor is an active community volunteer or believes in the mission of one or more of these organizations. The contributor might want to leave a gift in memory of a loved one or for a specific use.

For more information, call (562) 943-0131 to arrange a meeting to help better understand what we do and how a contributor can join the Legacy Circle of La Mirada.



LA MIRADA
COMMUNITY
FOUNDATION
Legacy

• Advisor •

Legacy Circle

Legacy Circle of La Mirada is a local program helping people make charitable gifts through their will or estate. When a Legacy Circle contribution is made, the donor can be sure that his or her funds will be available in the future to help those they wish to support.

La Mirada's Legacy Circle plays a significant role in our community by providing the financial resources necessary to support important services and programs. The Legacy Circle is a cooperative effort of the City of La Mirada, La Mirada Community Foundation, and the La Mirada Theatre Foundation. These groups need the generous financial assistance from donors in order to continue providing services to people in need.

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Private Donations

The long-term success of the Legacy Circle program depends on the support received. All stakeholders in the community need to work together if we are to achieve our goal of providing the best possible Community to the people of La Mirada.

Local tax dollars support key services for seniors, children and others, but the needs are great and additional help is needed. Private contributions of cash, property, and other valuables, as well as state and federal support, are also needed.

Ways to Help

Gifts of Property: Donations of land can provide tax advantages to the donor, as well as the opportunity to leave a personal legacy. Contact the Foundation at (562) 943-0131 or cityoflamirada.org to explore options. The Legacy program staff can assist by reviewing some of the options available when making such a gift.

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Ways to Help cont.

The La Mirada Community Foundation can help your clients achieve their charitable giving goals, while also providing significant financial benefits through tax reduction. Our goal is to work cooperatively with you to help your clients fulfill their goals. The Foundation can help by providing a vehicle to receive gifts so that your clients can assist worthy projects, take advantage of all appropriate tax savings and ensure their legacy lives on in the community. The Foundation does not offer financial or technical advice and recommends that clients discuss these issues with their professional advisors.

What makes us different?

- Charitable gifts can be used to fund current needs in the community. Gifts to the La Mirada Community Foundation can also be structured to be permanent donations that will be invested to grow the money for the future. The interest accrued can be used to fund worthy activities selected by the donor well into the future, ensuring stable and reliable resources for the community.
- Gifts to the Foundation are donor driven and can be customized to reflect the active input and concerns of the donor either through the selection of the recipient, a field of interest, or through donors participating as advisors in grant-making.
- The Foundation can accept almost any kind of gift including cash, appreciated securities, bonds, real property, and insurance.
- The Foundation will work with donors on establishing funds that meet their interest.

Planned Giving Opportunities

- Charitable Remainder Trusts in which a trust is established and the donor receives a fixed or variable income from the trust, as well as a sizeable tax deduction.
- Charitable Lead Trusts in which a donor establishes a trust and the Foundation receives an annual income stream for a specified number of years after which it reverts back to named beneficiaries, usually family members.
- Bequests
- Life Insurance Beneficiary Designation

Tax Advantages

- Donors can receive significant tax benefits by donating to the La Mirada Community Foundation, a 501 (c) 3 organization.

Costs and Fund Minimums

- The Community Foundation accepts gifts of any size into our unrestricted endowment. The minimum to establish a named restricted fund with the Foundation is \$5,000. However, that sum can be achieved over time by contract. Our donors can rest assured that 100% of their charitable giving dollar will go to work meeting the needs of their community.

