

**AGENDA FOR THE REGULAR MEETING OF THE
LA MIRADA COMMUNITY FOUNDATION
MAY 23, 2018
6:30 P.M. - CITY HALL- CONFERENCE ROOM 1
13700 LA MIRADA BOULEVARD,
LA MIRADA, CALIFORNIA 90638**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting or other services offered by this City, please contact the City Clerk's Office at (562) 943-0131. Notification at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

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
 David Harbaugh
 Hal Malkin
 Dr. Ray Yutani
 Jim Zoellner
 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 APRIL 25, 2018** - It is recommended the Foundation approve the minutes of the regular meeting of April 25, 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 March 2018.

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

DISCUSSION ITEMS

- 4. DISCUSSION REGARDING THE SCHOLARSHIP PROGRAM** – It is recommended the Foundation discuss the Scholarship Program.
- 5. DISCUSSION REGARDING A FUNDING POLICY** – It is recommended the Foundation discuss a funding policy.
- 6. 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 17th day of May 2018.



Leticia Revilla, Deputy City Clerk

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

APRIL 25, 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 Russell Hall
Member David Harbaugh
Member Dr. Ray Yutani
Member Jim Zoellner
President Michael Lord

Absent:

Member John Grotz
Member Hal Malkin
Vice President Lesley Watkins

Staff:

Anne Haraksin, Foundation Secretary
Leticia Revilla, Deputy City Clerk

PUBLIC COMMENT

There were no public comments.

APPROVAL OF MINUTES

1. MINUTES OF THE REGULAR MEETING OF MARCH 28, 2018

Member Dames moved and Member Hall seconded to approve the minutes of the March 28, 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 March 2018.

Member Yutani moved and Member Dames seconded to approve the financial report for the month of March 2018.

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

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

Foundation Secretary Haraksin provided an update on the letter that was mailed to Chris Pflanzer. She said that staff was not able to confirm if the letter was received by Mr. Pflanzer. She suggested the Foundation send another letter and email a copy of the letter to Mr. Pflanzer.

Foundation Members expressed support for sending another letter to Chris Pflanzer. President Lord said he would include a letter and an invoice for the cost of the carnival equipment. He said he would provide an option for Mr. Pflanzer to purchase the carnival equipment from the Foundation.

3. TRANSFER OF FUNDS

Foundation Secretary Haraksin provided information on the transfer of funds to various programs.

Member Yutani moved and Member Hall seconded to approve the transfer of funds.

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

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

DISCUSSION ITEMS

4. DISCUSSION REGARDING THE SCHOLARSHIP PROGRAM

President Lord provided an update on the Scholarship Program. He said the Foundation received 18 Community Service Scholarship applications and seven STEM scholarship applications. He said he would meet with the scholarship committee to discuss the selection process.

5. DISCUSSION REGARDING THE CHARITY TENNIS TOURNAMENT

Member Yutani provided an update on the Charity Tennis Tournament. He said he's planning to coordinate the event in June instead of July due to the schedule of Biola's Tennis Coach.

FOUNDATION MEMBER ANNOUNCEMENTS

Member Zoellner invited members to attend the "Love La Mirada" Service Day event on April 28.

Member Yutani provided information on the renovation of the tennis courts at Biola University.

Member Dames provided an update on the fireworks application process.

STAFF ANNOUNCEMENTS

Foundation Secretary Haraksin said that the City Council recently held its reorganization and Councilmember Mowles was selected as Mayor and Councilmember De Ruse was selected as Mayor Pro Tem. She also provided information on the Art in Garden Tour event hosted by the La Mirada Arts Colony.

ADJOURNMENT

There being no further business to come before the Foundation, the Community Foundation adjourned the meeting at 7:22 p.m.

Submitted:

Attest:

Leticia Revilla, Deputy City Clerk

Michael Lord, President

FINANCIAL REPORTS

**Community Foundation
May 23, 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 April 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 April 2018.

LA MIRADA COMMUNITY FOUNDATION

MONTHLY FINANCIAL REPORTS

FISCAL YEAR 2017-2018

For the Month Ending April 30, 2018

LA MIRADA COMMUNITY FOUNDATION
Summary Statement of Revenues and Expenditures
For the tenth month ended April 30, 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	-	14,237.85	-	14,237.85	-	14,237.85
Community Events	4,600.00	13,885.20	16,280.00	2,175.20	-	2,175.20
Community Programs	240.00	1,644.70	1,644.70	240.00	-	240.00
Edison STEM Scholarship	-	2,500.00	-	2,500.00	-	2,500.00
Historical Preservation	4,950.02	1,500.00	186.32	6,263.70	-	6,263.70
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	1,850.88	1,900.00	1,380.10	-	1,380.10
Ray Haugh Vocational Scholarship Fund	280.00	837.22	-	1,117.22	-	1,117.22
Rotary Scholarship Fund	-	-	-	-	-	-
Senior Programs	6,881.86	-	-	-	6,881.86	6,881.86
Senior Net Learning Center	2,753.25	-	1,739.00	-	1,014.25	1,014.25
Undesignated/Other	59,774.51	3,690.37	6,612.72	3,171.99	53,680.17	56,852.16
TOTAL	<u>\$ 84,648.97</u>	<u>\$ 40,128.02</u>	<u>\$ 28,372.74</u>	<u>\$ 34,846.17</u>	<u>\$ 61,556.08</u>	<u>\$ 96,402.26</u>

**CITY OF LA MIRADA
COMMUNITY FOUNDATION**

DATE	DESCRIPTION	PROGRAM	CHECK #	REVENUES	EXPENSES	BALANCE
BEGINNING BALANCE AT JULY 1, 2017						105,090.14
7/8/2017	Registration	La Mirada Tennis Tournament		500.00		105,590.14
7/10/2017	Registration	La Mirada Tennis Tournament		338.45		105,928.59
7/14/2017	Investment Interest	Other - Undesignated		140.10		106,068.69
7/20/2017	Donation	Community Events		2,280.00		108,348.69
7/20/2017	Donation	Bob Jenkins Scholarship		1,000.00		109,348.69
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		500.00		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	107,408.34
9/29/2017	City of La Mirada	Community Events	1589		4,960.00	102,448.34
9/29/2017	Transfer out to Bob Jenkins	Carnival			12,280.69	90,155.65
9/29/2017	Transfer in from Carnival	Bob Jenkins Scholarship		12,280.69		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	99,346.35
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		1,443.94		100,228.47
12/18/2017	Sabrina Sermeno - 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	1568	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	94,686.78
2/26/2018	Transfer out to Ray Haugh Scholarship	Other - Undesignated			487.22	94,199.56
2/26/2018	Transfer in from Undesignated	Ray Haugh Scholarship		487.22		94,686.78
3/1/2018	Giving Donation - City Payroll	Other - Undesignated		5.00		94,691.78
3/1/2018	Donation	Community Events		500.00		95,191.78
3/1/2018	Donation	Community Programs		724.70		95,916.48
3/1/2018	Donation	Historical Preservation		1,500.00		97,416.48
3/22/2018	Donation	Community Events		250.00		97,666.48
3/22/2018	Donation	Community Events		1,000.00		98,666.48
3/22/2018	Donation	Community Events		2,000.00		100,666.48
4/3/2018	Donation - Pieology	LM Tennis Tournament		21.23		100,687.71
4/5/2018	Easter Photo Booth - passthrough payment	Community Events		690.00		101,377.71
4/5/2018	Donation	Community Events		1,000.00		102,377.71
4/5/2018	City of La Mirada	Community Programs	1608		220.00	102,157.71
4/13/2018	Investment Interest	Other - Undesignated		228.18		102,385.89
4/30/2018	City of La Mirada	Community Events	1609		3,750.00	98,635.89
4/30/2018	City of La Mirada	Community Programs	1609		724.70	97,911.19
4/30/2018	City of La Mirada	Other - Undesignated	1609		1,508.94	96,402.25
4/30/2018	Transfer out to Bob Jenkins Scholarship	Other - Undesignated			425.16	95,977.09
4/30/2018	Transfer in from Undesignated	Bob Jenkins Scholarship		425.16		96,402.25

FINANCIAL REPORTS

**Community Foundation
May 23, 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 Events	City Events	\$1,690.00
Total		\$1,690.00

RECOMMENDED ACTION

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

**I.A MIRADA COMMUNITY FOUNDATION
TRANSFERS DETAIL
5/23/2018**

AMOUNT	TRANSFER FROM	TRANSFER TO	DONATION/PAYMENT	PURPOSE
690.00	COMMUNITY EVENTS	CITY EVENTS	BUNNY PHOTO BOOTH	EASTER EGG HUNT
1,000.00	COMMUNITY EVENTS	CITY EVENTS	CRYSTAL SCOTT (REALTOR)	3RD OF JULY
<u>1,690.00</u>	TOTAL TRANSFERS			

DISCUSSION ITEM

**Community Foundation
May 23, 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 Member 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 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 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 where 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
 - Event Insurance Costs
 - Gifts/Take Home Promotions
 - Scholarships
 - Capital Expenses/Improvements
 - Application/Permit Fees
 - Hospitality Items
 - Storage Rental
 - Credit Card Charges
 - Music Licensing Fees
 - Taxes

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

DRAFT

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 Public Property

Project Start Time _____ Project End Time _____

Admission Yes 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? Yes No

If yes, please list below...

EVENT HISTORY

Is this considered to be an annual project? Yes No

Is this project... New 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)

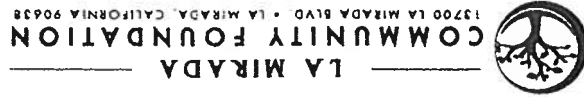
Signature

Title

Date

DRAFT

Thank You



Please
Place
Stamp
Here

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

DRAFT

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*

DRAFT

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

\$ []

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	\$	

DISCUSSION ITEM

**Community Foundation
May 23, 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

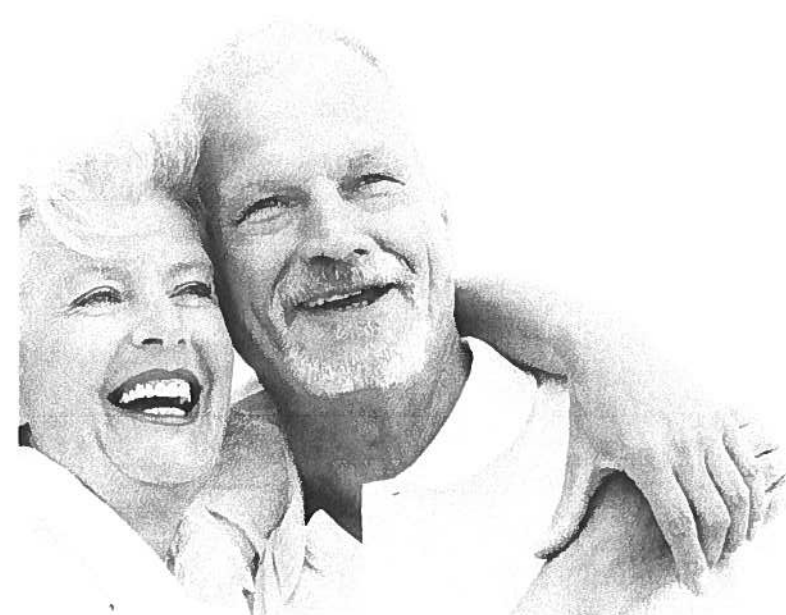
One of the premier endowed funds at PIH Health Foundation supports our Spiritual Care Program. It ensures that patients and their loved ones, during their most vulnerable moments, receive the nurturing and supportive care of our dedicated chaplains.

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

