WESTWOOD NEIGHBORHOOD COUNCIL
GRANT REQUEST SUMMARY
FRIENDS OF WESTWOOD LIBRARY

Friends of Westwood Library, a 501(c)(3) corporation, was founded to support monetarily and through advocacy the Westwood branch of the Los Angeles Public Library. We are asking the Westwood Neighborhood Council to grant us $2,000.00 to provide cleaning services for the Westwood branch. Our branch is one of the busiest in the city of Los Angeles. As a consequence of the heavy usage of the facility, coupled with the decreases in funding for maintenance and cleaning services from the city, the bathrooms and branch are messy and unsanitary. This $2,000.00 would augment the current maintenance service with a two-year contract for additional cleaning.
APPLICATION for Neighborhood Purposes Grant (NPG)

This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. The Neighborhood Council, upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment.

<table>
<thead>
<tr>
<th>Name of Neighborhood Council you are seeking the grant from:</th>
<th>Westwood</th>
</tr>
</thead>
</table>

**SECTION I - APPLICANT VERIFICATION INFORMATION**

<table>
<thead>
<tr>
<th>Friends of Westwood Library</th>
<th>51-052994</th>
<th>California</th>
<th>11/30/2004</th>
</tr>
</thead>
<tbody>
<tr>
<td>1A) Organization Name: 1246 Glendon Avenue</td>
<td>City</td>
<td>State</td>
<td>Zip Code</td>
</tr>
<tr>
<td>1B) Organization Mailing Address: 1246 Glendon Avenue</td>
<td>Los Angeles</td>
<td>CA</td>
<td>90024</td>
</tr>
<tr>
<td>1C) Business Address (if different)</td>
<td>City</td>
<td>State</td>
<td>Zip Code</td>
</tr>
<tr>
<td>1D) Address of Affiliated Organization (if applicable)</td>
<td>City</td>
<td>State</td>
<td>Zip Code</td>
</tr>
<tr>
<td>2) Name and address of person designated to receive official/legal notices: 1246 Glendon Avenue</td>
<td>Los Angeles</td>
<td>CA</td>
<td>90024</td>
</tr>
<tr>
<td>3) Type of Organization: Please select one: (Organizations must be located within the City of Los Angeles)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Attach Letterhead</td>
<td>Attach IRS Determination Letter</td>
<td></td>
</tr>
</tbody>
</table>

| 4) Please describe the Neighborhood Improvement Project for which the grant is intended. |
| Friends of westwood library was funded in 2004 to support the westwood branch of the L.A. public library. The goal is to augment the limited and decreasing funding provided by the city to continue to provide excellent collections and services to the community. Westwood branch is one of the busiest in the city. As a consequence of the heavy usage of the facility, coupled with decreases in funding for maintenance and cleaning services from the city, the Friends respectively request $3,000 to cover the costs of augmenting the maintenance service with a 3-year contract for additional cleaning. Currently, the branch and restrooms are unclean and unsanitary. |

| 5) How will this grant be used to primarily support or serve a non-discriminatory, public purpose and benefit the public at-large. |
| The funds will provide cleaning services for the Westwood Public Library, arguably the most democratic institution in westwood because its mission is to serve everyone in the community without regard to economic status, race, gender, ethnicity, national origin, sexual orientation, age, or any other measure used to discriminate. The public library serves every citizen who enters, provides a safe haven, a quiet place to study, free access to information, use of all library materials, and educational workshops and programs for patrons of all ages. |
SECTION III - PROJECT BUDGET OUTLINE - Please outline the project budget below.

6A) Personnel Related Expenses

<table>
<thead>
<tr>
<th>Cleaning Maintenance Personnel</th>
<th>Requested of NC</th>
<th>Total Projected Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 2000.00</td>
<td>$ 4000.00</td>
<td></td>
</tr>
</tbody>
</table>

6B) Non-Personnel Related Expenses

<table>
<thead>
<tr>
<th>Source of Funding</th>
<th>Amount</th>
<th>Total Projected Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friends of Westwood Library</td>
<td>$ 2000.00</td>
<td>$ 4000.00</td>
</tr>
</tbody>
</table>

7) Is the implementation of this specific program or purpose described in box 4 above contingent on any other factors or sources of funding? □ Yes, please describe below □ No

8) What is the TOTAL amount of the grant funding requested with this application: $ 2000.00

9) What is the expected completion date? 7/1/2013 (mm/dd/yyyy) (required)

SECTION IV - PROJECT PRIMARY AND SECONDARY CONTACT INFORMATION

Provide the name, telephone number, fax and e-mail address (if applicable) of the person(s) responsible for the funds and program(s) listed in Section II of this application.

10A) First Name: Christine Last Name: Fallon
    Telephone Number: 310-475-1021
                    Fax Number: E-mail: christine.fallon@verizon.net

10B) First Name: Jane Last Name: Metz
    Telephone Number: 310-560-6426
                    Fax Number: E-mail: kamelotjane@aol.com

SECTION VI - AFFILIATIONS

11) Does anyone in your organization have a former or existing relationship with any of the NC board members?

<table>
<thead>
<tr>
<th>Name of Organization</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark Rego, Friends of Westwood Library</td>
<td>President</td>
</tr>
<tr>
<td>Laura Winikow, Friends of Westwood Library</td>
<td>Vice-President</td>
</tr>
</tbody>
</table>
SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read Appendix A, "What is a Public Benefit," and Appendix B "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of Two signatures required.

12A) Executive Director of Non-Profit Corporation or School Principal

Christine Fallon
PRINT First Name/ Last Name
Treasurer
Title
Christine Fallon
Signature
Date

12B) Secretary of Non-profit Corporation or Assistant School Principal

Jane Metz
PRINT First Name/ Last Name
Secretary
Title
Jane Metz
Signature
Date

SECTION VII - FOR DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT USE ONLY

Date Received

Reviewer Name

Date Reviewed

REVIEWER'S NOTES

Date submitted to Funding Unit

Method: In-person E-mail Fax Inter-departmental mail

NPG #

Application Complete Incomplete

Funding Unit Notes:

DONE Date Stamp Receipt
Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

If you distribute funds to other organizations, your records must show whether they are exempt under section 501(c)(3). In cases where the recipient
FRIENDS OF WESTWOOD LIBRARY A

organization is not exempt under section 501(c)(3), you must have evidence the funds will be used for section 501(c)(3) purposes.

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Information for Organizations Exempt Under Section 501(c)(3)
Form 872-C — N/A

Letter 1045 (DO/CG)
In reply refer to 755:G :KSS

February 17, 2005

FRIENDS OF WESTWOOD LIBRARY A BRANCH OF THE LOS ANGELES PUBLIC
10940 WILSHIRE BLVD #1400 LOS ANGELES CA 90024-3915

Purpose: CHARITABLE
Code Section: 23701d
Form of Organization: Corporation
Accounting Period Ending: December 31
Organization Number: 2689150

You are exempt from state franchise or income tax under the section of the Revenue and Taxation Code indicated above.

This decision is based on information you submitted and assumes that your present operations continue unchanged or conform to those proposed in your application. Any change in operation, character, or purpose of the organization must be reported immediately to this office so that we may determine the effect on your exempt status. Any change of name or address must also be reported.

In the event of a change in relevant statutory, administrative, judicial case law, a change in federal interpretation of federal law in cases where our opinion is based upon such an interpretation, or a change in the material facts or circumstances relating to your application upon which this opinion is based, this opinion may no longer be applicable. It is your responsibility to be aware of these changes should they occur. This paragraph constitutes written advice, other than a chief counsel ruling, within the meaning of Revenue and Taxation Code Section 21012(a)(2).

You may be required to file Form 199 (Exempt Organization Annual Information Return) on or before the 15th day of the 5th month (4 1/2 months) after the close of your accounting period. Please see annual instructions with forms for requirements.

You are not required to file state franchise or income tax returns unless you have income subject to the unrelated business income tax under Section 23731 of the Code. In this event, you are required to
February 17, 2005
FRIENDS OF WESTWOOD LIBRARY, A BRANCH OF THE LOS ANGELES PUBLIC
ENTITY ID: 2689150
Page 2

file Form 109 (Exempt Organization Business Income Tax Return) by the
15th day of the 5th month (4 1/2 months) after the close of your annual
accounting period.

Please note that an exemption from federal income or other taxes and
other state taxes requires separate applications.

A copy of this letter has been sent to the Registry of Charitable Trusts.

K SANDBERG
EXEMPT ORGANIZATIONS
BUSINESS ENTITIES SECTION
TELEPHONE: (916) 845-3141

EO: