



Issam Najm,
President

Susan Gorman-Chang,
Vice President

Andrew Krowne,
Treasurer

Gabriel Khanlian,
Secretary

David Balen,
Signer

Asaad Alnajjar

Jason Hector

Alex Kim

Becky Leveque

Jennifer Milbauer

Motion for Board Consideration

May 10, 2017

Motion: Discussion and possible action to approve a NPG Application from the Porter Ranch Community School PTA in the amount of up to \$10,000 for new playground structure and installation.

Proposed by: Jason Hector

Description: Porter Ranch Community School (PRCS) is a large campus with over 1100 students. Currently PRCS does not have a play structure for children to play on. Their time on the yard is played on the asphalt or playing basketball or soccer. All of our neighboring schools have play structures and play is a very important part of the children's school day.

Benefits to PR: Bringing joy and fun to the daily lives of the approximately 1100 students who attend PRCS. Childhood is very fleeting, you blink and it's over. It's already been 5 years that the children of PRCS have been without a play structure.



Jason Hector
Porter Ranch Neighborhood Council
P.O. Box 7337
Porter Ranch, California 91327-7337

April 22, 2017

Jason,

Attached is the application for the Neighborhood Purpose Grant for Porter Ranch Community School. We are a large campus with over 1100 students. Currently our elementary campus does not have a play structure for our children to play on. Their time on the yard is played on the asphalt. We do have children that play basketball or soccer during yard time, but not all children are athletic, and many are searching for something fun to do on the yard.

All of our neighboring schools have play structures – play is a very important part of the children's school day! There have been numerous studies linking play to increased learning abilities. It's not just about that, it's about bringing joy and fun into the daily lives of these children. Childhood is very fleeting, you blink and it's over. It's already been 5 years that the children of PRCS have been without a play structure. I hope that you will help join my efforts in bringing joy and fun to the kids at PRCS for generations to enjoy!

PRC PTA is a registered 501(c)(3) charity - CT0199071
EIN #90-0895253

Please feel free to contact myself or Mary Melvin if you have any further questions.

With Gratitude,

Amber Caul
PRC PTA President
amber@ambercaul.com
818.731.0357

**Neighborhood Council Funding Program
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 (NC), upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment.

Name of NC from which you are seeking this grant: _____

SECTION I - APPLICANT INFORMATION

1a) _____
 Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)

1b) _____
 Organization Mailing Address City State Zip Code

1c) _____
 Business Address (If different) City State Zip Code

1d) PRIMARY CONTACT INFORMATION:

 Name Phone Email

2) Type of Organization- Please select one:

- Public School (not to include private schools) **or** 501(c)(3) Non-Profit (other than religious institutions)
 Attach Grant Request on School Letterhead Attach IRS Determination Letter

3) _____
 Name / Address of Affiliated Organization City State Zip Code
 (If applicable)

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)

SECTION III - PROJECT BUDGET OUTLINE

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in box 4 above contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes, please describe:

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: **\$** _____

10a) Start date: ____ / ____ / ____ 10b) Date Funds Required: ____ / ____ / ____

10c) Expected completion date: ____ / ____ / ____ (After completion of the project, the applicant must submit a follow-up form to the Neighborhood Council and the Department of Neighborhood Empowerment)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a former or existing relationship with a Board Member of the NC?
 No Yes - Please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application? Yes No *(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the Department will deny the payment of this grant in its entirety.)

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 the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

		<i>Amber Caul</i>	4/8/2017
<i>PRINT Name</i>	<i>Title</i>	<i>Signature</i>	<i>Date</i>

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

		<i>Meena Vishwanathan</i>	4/8/2017
<i>PRINT Name</i>	<i>Title</i>	<i>Signature</i>	<i>Date</i>

* If a current Board Member holds the position of Executive Director or Secretary, please contact the Department at (213) 978-1551 for instructions on completing this form



1300 I Street
P. O. Box 903447
Sacramento, CA 94203-4470
Telephone: (916) 445-2021 Ext. 4
Fax: (916) 444-3651
E-Mail Address: Registration@doj.ca.gov

September 6, 2013

PORTER RANCH COMMUNITY PTA
12450 MASON AVENUE
PORTER RANCH CA 91326

CT FILE NUMBER: CT0199071

**RE: CONFIRMATION OF REGISTRATION WITH THE ATTORNEY GENERAL'S REGISTRY
OF CHARITABLE TRUSTS**

The captioned entity is now registered with the Registry of Charitable Trusts and has been assigned the registration ("CT") number set forth above.

The RRF-1 must be filed annually four months and 15 days after the end of the organization's accounting period. If an extension was requested from IRS, please file the RRF-1 with the completed IRS informational return together with a copy of all extension requests.

The organization's address of record is used to mail reporting forms at the end of each accounting period. Please advise us, in writing, of any address change.

If the captioned organization contracts with a commercial fundraiser for charitable purposes or fundraising counsel, that entity must also register and file annual reports with the Registry.

All forms and instructions are available on our website at <http://Oag.ca.gov/charities> .

Directors of nonprofit corporations are required to adhere to the provisions of the California Nonprofit Corporation Law (Corporations Code section 5000, et seq.).

Trustees for charitable purposes are required to adhere to the provisions of California Probate Code (commencing with section 15000).

Your directors should adhere to the provisions of the Nonprofit Corporation Law, particularly Corporations Code sections 5230-5260 relating to standards of conduct, investments, examination by the Attorney General, and compliance with the Internal Revenue Code. The code should be available in a local library.

Charitable trustees should be aware of and adhere to the statutory requirements relating to obligations and duties of trustees as set forth in California Probate Code section 15000, et seq.

Sincerely,

Office Technician
Registry of Charitable Trusts

For KAMALA D. HARRIS
Attorney General

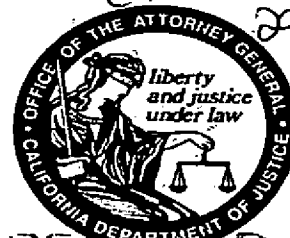
MAIL TO:
 Registry of Charitable Trusts
 P.O. Box 903447
 Sacramento, CA 94203-4470
 Telephone: (916) 445-2021

WEB SITE ADDRESS:
<http://ag.ca.gov/charities/>

ANNUAL REGISTRATION RENEWAL FEE REPORT TO ATTORNEY GENERAL OF CALIFORNIA

Sections 12586 and 12587, California Government Code
 11 Cal. Code Regs. sections 301-307, 311 and 312

Failure to submit this report annually no later than four months and fifteen days after the end of the organization's accounting period may result in the loss of tax exemption and the assessment of a minimum tax of \$800, plus interest, and/or fines or filing penalties as defined in Government Code section 12586.1. IRS extensions will be honored.



RECEIVED
 Attorney General's Office

SEP 29 2016

State Charity Registration Number <u>CT0199071</u> Porter Ranch Community PTA Name of Organization <u>12450 Mason Ave.</u> Address (Number and Street) <u>Porter Ranch, CA 91326</u> City or Town, State and ZIP Code	Check if: <input type="checkbox"/> Change of address <input type="checkbox"/> Amended report Registry of Charitable Trusts Corporate or Organization No. <u>8064471</u> Federal Employer I.D. No. <u>900895253</u>
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ANNUAL REGISTRATION RENEWAL FEE SCHEDULE (11 Cal. Code Regs. sections 301-307, 311 and 312)
 Make Check Payable to Attorney General's Registry of Charitable Trusts

Gross Annual Revenue	Fee	Gross Annual Revenue	Fee	Gross Annual Revenue	Fee
Less than \$25,000	0	Between 100,001 and \$250,000	\$50	Between \$1,000,001 and \$10 million	\$150
Between \$25,000 and \$100,000	\$25	Between \$250,001 and \$1 million	\$75	Between \$10,000,001 and \$50 million	\$225
				Greater than \$50 million	\$300

PART A - ACTIVITIES

For your most recent full accounting period (beginning 07 / 01 / 2015 ending 06 / 30 / 2016) list:

Gross annual revenue \$ 40,183.21 Total assets \$ 11,914.45

PART B - STATEMENTS REGARDING ORGANIZATION DURING THE PERIOD OF THIS REPORT

Note: If you answer "yes" to any of the questions below, you must attach a separate sheet providing an explanation and details for each "yes" response. Please review RRF-1, instructions for information required.

	Yes	No
1. During this reporting period, were there any contracts, loans, leases or other financial transactions between the organization and any officer, director or trustee thereof either directly or with an entity in which any such officer, director or trustee had any financial interest?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. During this reporting period, was there any theft, embezzlement, diversion or misuse of the organization's charitable property or funds?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. During this reporting period, did non-program expenditures exceed 50% of gross revenues?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. During this reporting period, were any organization funds used to pay any penalty, fine or judgment? If you filed a Form 4720 with the Internal Revenue Service, attach a copy.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. During this reporting period, were the services of a commercial fundraiser or fundraising counsel for charitable purposes used? If "yes," provide an attachment listing the name, address, and telephone number of the service provider.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. During this reporting period, did the organization receive any governmental funding? If so, provide an attachment listing the name of the agency, mailing address, contact person, and telephone number.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. During this reporting period, did the organization hold a raffle for charitable purposes? If "yes," provide an attachment indicating the number of raffles and the date(s) they occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Does the organization conduct a vehicle donation program? If "yes," provide an attachment indicating whether the program is operated by the charity or whether the organization contracts with a commercial fundraiser for charitable purposes.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9. Did your organization have prepared an audited financial statement in accordance with generally accepted accounting principles for this reporting period?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Organization's area code and telephone number (818) 216 8873

Organization's e-mail address daniderderian@gmail.com

I declare under penalty of perjury that I have examined this report, including accompanying documents, and to the best of my knowledge and belief, it is true, correct and complete.

	Daniela Derderian	Treasurer	9/19/2016
Signature of authorized officer	Printed Name	Title	Date

✓ 805
472502

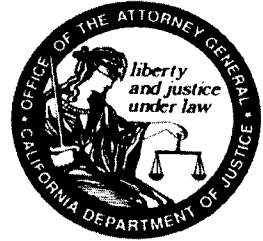
Registry of Charitable Trusts
P.O. Box 903447
Sacramento, CA 94203-4470
Telephone: (916) 445-2021

WEBSITE ADDRESS:
<http://ag.ca.gov/charities/>

**INITIAL
REGISTRATION FORM
STATE OF CALIFORNIA
OFFICE OF THE ATTORNEY GENERAL
REGISTRY OF CHARITABLE TRUSTS**
(Government Code Sections 12580-12599.7)

37

CT0199071



NOTE: A \$25.00 REGISTRATION FEE MUST ACCOMPANY THIS REGISTRATION FORM. MAKE CHECK PAYABLE TO DEPARTMENT OF JUSTICE.

Pursuant to Section 12585, registration is required of every trustee subject to the Supervision of Trustees and Fundraisers for Charitable Purposes Act within thirty days after receipt of assets (cash or other forms of property) for the charitable purposes for which organized.

Every charitable (public benefit) corporation, association and trustee holding assets for charitable purposes or doing business in the State of California must register with the Attorney General, except those exempted by California Government Code section 12583. Corporations that are organized primarily as a hospital, a school, or a religious organization are exempted by Section 12583.

Name of Organization: Porter Ranch Community PTA

The name of the organization should be the legal name as stated in the organization's organizing instrument (i.e., articles of incorporation, articles of association, or trust instrument).

Official Mailing Address for Organization:

Address: 12450 Mason Avenue

City: Porter Ranch

State: CA

ZIP Code: 91326

Organization's telephone number: 818-709-7100

Organization's e-mail address: prscpta@gmail.com

Organization's fax number:

Organization's website: porterranchcommunityschool.org

All organizations must apply for a Federal Employer Identification Number from the Internal Revenue Service, including organizations that have a group exemption or file group returns.

Federal Employer Identification Number (FEIN):
900895253

Group Exemption FEIN (if applicable):
0646

All California corporations and foreign corporations that have qualified to do business in California will have a corporate number. Unincorporated organizations are assigned an organization number by the Franchise Tax Board upon application for California tax exemption.

Corporate or Organization Number: 8064471

284849

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Attorney General's Office
MAY 06 2013
Registry of
Charitable Trusts

Names and addresses of ALL trustees or directors and officers (attach a list if necessary): List attached

Name		Position
Address		
City	State	ZIP Code
Name		Position
Address		
City	State	ZIP Code
Name		Position
Address		
City	State	ZIP Code
Name		Position
Address		
City	State	ZIP Code
Name		Position
Address		
City	State	ZIP Code

Describe the primary activity of the organization. (A copy of the material submitted with the application for federal or state tax exemption will normally provide this information.) If the organization is based outside California, comment fully on the extent of activities in California and how the California activities relate to total activities. In addition, list all funds, property, and other assets held or expected to be held in California. Indicate whether you are monitored in your home state, and if so, by whom. Attach additional sheets if necessary.

The mission of our parent teacher association is to positively impact the lives of all children and families by representing our members and empowering and supporting them with skills in advocacy, leadership, and communication.

The organization will be required to file financial reports annually. All organizations must file the Annual Registration/Renewal Fee Report (RRF-1) within four months and fifteen days after the end of the organization's accounting period. Organizations with \$25,000 or more in either gross receipts or total assets are also required to file either the IRS Form 990, 990-EZ, or 990-PF. Forms can be found on the Charitable Trusts' website at <http://ag.ca.gov/charties/>.

If assets (funds, property, etc.) have been received, enter the date first received: Date assets first received: <u>10-30-2012</u>	Registration with the Attorney General is required within <u>thirty</u> days of receipt of assets.
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What annual accounting period has the organization adopted?

Fiscal Year Ending 6/30 Calendar Year

Attach your founding documents as follows:

- A) **Corporations** - Furnish a copy of the articles of incorporation and all amendments and current bylaws. If incorporated outside California, enter the date the corporation qualified through the California Secretary of State's Office to conduct activities in California.
- B) **Associations** - Furnish a copy of the instrument creating the organization (bylaws, constitution, and/or articles of association).
- C) **Trusts** - Furnish a copy of the trust instrument or will and decree of final distribution.
- D) **Trustees for charitable purposes** - Furnish a statement describing your operations and charitable purpose.

Has the organization applied for or been granted IRS tax exempt status Yes No

Date of application for Federal tax exemption: please see attached

Date of exemption letter: ~~11/18/13~~ 11/18/43 Exempt under Internal Revenue Code section 501(c) 3

If known, are contributions to the organization tax deductible? Yes No

Attach a copy of the Application for Recognition of Exemption (IRS Form 1023) and the determination letter issued by the IRS.

Does your organization contract with or otherwise engage the services of any commercial fundraiser for charitable purposes, fundraising counsel, or commercial coventurer? If yes, provide the name(s), address(es), and telephone number(s) of the provider(s): N/A

Commercial Fundraiser Fundraising Counsel Commercial Coventurer

Name

Address

City State ZIP Code

Telephone Number

Commercial Fundraiser Fundraising Counsel Commercial Coventurer

Name

Address

City State ZIP Code

Telephone Number

Commercial Fundraiser Fundraising Counsel Commercial Coventurer

Name

Address

City State ZIP Code

Telephone Number

I declare under penalty of perjury that I have examined this registration form, including accompanying documents, and to the best of my knowledge and belief, the form and each document are true, correct, and complete.

Signature Melina Cuevas Title President Date 3-5-13

If additional information is required, please refer to the Supervision of Trustees and Fundraisers for Charitable Purposes Act (Government Code sections 12580-12599.7), the Administrative Rules and Regulations pursuant to the Act (California Code of Regulations, Title 11, Sections 300-312.1).

If you have questions regarding registration, or need assistance, information is available on our website at <http://ag.ca.gov/charities/> or you can reach us by telephone at (916) 445-2021 or fax at (916) 444-3651.

President: Melissa Cuevas			Phone: (818)398-9102
Home Address: 11772 Ricasoli Way	City: Porter Ranch CA	Zip: 91326	E-mail:melissabryan@sbcglobal.net
1st or Executive V.P. Elisa Kim			Phone: (626)482-0064
Address: 20332 Via Botticeli	City: Porter Ranch CA	Zip: 91326	E-mail: elisaahn@yahoo.com
Secretary: Kristi Matassa			Phone: (818) 626-8453
Address: 10845 Owensmouth	City: Chatsworth CA	Zip: 91311	E-mail: kmatassa@socal.rr.com
Treasurer: Rana Ghadban			Phone: (818)613-5022
Address: 20122 Pienza Lane	City: Porter Ranch CA	Zip: 91326	E-mail exec@chatsworthchamber.com
Auditor: Jennifer Hollestelle			Phone: (818)209-3611
Address: 11904 Mariposa	City: Porter Ranch	Zip: 91326	E-mail: jenhollestelle@gmail.com
Parliamentarian: Soo Ahn			Phone: (310)972-1110
Address: 20314 Via Mantua	City: Porter Ranch CA	Zip: 91326	E-mail: Sooahn70@hotmail.com
Membership Chairman: Trisha Witwit			Phone: (818)886-0236
Address: 20703 Lugano Way	City: Porter Ranch CA	Zip: 91326	E-mail: Trisha25@aol.com
Room Parent Chairman: Suzanne Dersahakian			Phone: (818)807-6779
Address:	City: Porter Ranch CA	Zip: 91326	E-mail: suzannehds@aol.com
Legislation Chairman: N/A			Phone: ()
Address:	City:	Zip:	E-mail:
			Phone: ()
Address:	City:	Zip:	E-mail:



everychild.one voice.

2327 L Street, Sacramento, CA 95816

(916) 440-1985 • Fax (916) 440-1986 • info@capta.org • www.capta.org

LETTER OF DETERMINATION

February 5, 2013

Melissa Cuevas, Unit President
Porter Ranch Community PTA [6355]

Dear Melissa:

In response to request of this office concerning your PTA's tax-exempt status, a copy of our group ruling letter dated November 18, 1943, from Internal Revenue, which grants federal income tax exemption to all PTAs in California, is enclosed. You will note the Internal Revenue Code section at that time as referred to in the letter was 101(6)—now Section 501(c)(3) as indicated in all PTA bylaws in California. The group exemption number assigned to the California State PTA is GEN-0646.

Also enclosed is a copy of the February 24, 2010 letter from Franchise Tax Board confirming PTA's exemption from state franchise or income tax under Section 23701d of the Revenue and Taxation Code.

Both the federal and state exemption letters cover all of our divisions—local units (associations), councils and districts. The letters are issued to the California Congress of Parents and Teachers, Inc. The corporate name was changed as indicated on this letterhead by vote of the annual convention on May 5, 1978, and has been recorded and filed with the Secretary of State with certificate endorsed on August 14, 1978.

Porter Ranch Community PTA is a unit in good standing. It was organized on October 29, 2012 according to our official records, and is chartered as a member organization of the California Congress of Parents, Teachers, and Students, Inc.

Porter Ranch Community PTA located at 12450 Mason Avenue, Porter Ranch, CA, 91326 in the Thirty-First District PTSA, Inc, is a nonprofit, tax-exempt association under our group ruling. The Employer Identification Number (EIN) assigned to Porter Ranch Community PTA is 900895253.

Sincerely,

A handwritten signature in cursive script that reads "Cyndi Barton".

Cyndi Barton
Membership Coordinator

cc: District President