



Helen Fallon <treasurer@venicenc.org>

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## <ACTION REQUIRED> Renewing Your Neighborhood Council Canva License for FY 2025-26

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EmpowerLA <empowerla@lacity.org>  
Reply-To: empowerla@lacity.org  
To: NC-VNC <nc-vnc@lacity.org>

Fri, Mar 14, 2025 at 9:59 AM

Dear Neighborhood Council leaders,

We hope this email finds you well. As you may know, EmpowerLA has been supplying Neighborhood Councils with one (1) Canva Pro license under the EmpowerLA team account. This license allows Neighborhood Councils to access branded templates and designs to support Neighborhood Council outreach with flyers, social media and email graphics, and more.

In light of the ongoing financial challenges the City of Los Angeles is facing, beginning in Fiscal Year 2025-26, Neighborhood Councils will be required to opt into their Canva Pro license and be invoiced for the license(s) they wish to purchase. **Each Canva Pro license will cost approximately \$130.**

By purchasing Canva Pro licenses through EmpowerLA, Neighborhood Councils will continue to have access to the suite of branded templates and designs created and shared by the EmpowerLA staff. Neighborhood Councils are not obligated to purchase a Canva Pro license(s) and are welcome to continue using Canva under their free account program. Please note that should your Neighborhood Council wish to discontinue its Canva Pro license with EmpowerLA, you **will no longer have access to EmpowerLA templates and designs**. Neighborhood Councils are welcome to utilize other design programs at their discretion, however, EmpowerLA will not provide technical assistance or templated designs.

Neighborhood Councils who wish to renew their Canva Pro license with EmpowerLA must notify us no later than **Thursday, May 15, 2025**. As with any financial expenditure, Neighborhood Councils who wish to purchase a Canva Pro license(s) must agendaize the expenditure, vote, and approve the motion at a board meeting.

If you have any questions or concerns, please contact your Neighborhood Empowerment Advocate. We look forward to continued outreach and collaboration with your Neighborhood Council!

In Community,

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**Department of Neighborhood Empowerment**

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[EmpowerLA.org](http://EmpowerLA.org)



NEIGHBORHOOD COUNCILS  
**EMPOWER LA**<sup>TM</sup>  
Department of  
NEIGHBORHOOD EMPOWERMENT



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