Venice Neighborhood Council (VNC)
Neighborhood Purpose Grant (NPG) Eligibility & Application Guidelines

Applications should be filed at least 45 days before the Board meeting at which the NPG will be agendized.

- **501(c)(3) Status & Registration:**
  Applicant must be a registered 501(c)(3) nonprofit and listed as current on the California Attorney General's Charity Registry: *https://oag.ca.gov/charities*
  ➤ Applications from fiscal sponsors are acceptable only if all eligibility requirements are met.

- **Public Benefit Requirement:**
  The proposed project must clearly demonstrate a public benefit to the Venice community.
  ➤ Applicants are encouraged to reach out to the VNC Committee most aligned with their project's purpose.

- **IRS Tax Filing Requirement:**
  A copy of the organization's most recent IRS tax filing (Form 990, 990-EZ, or 990-N) must be included with the application.

- **Complete and Accurate Submission Required:**
  All applications must be fully completed, signed, and include all required documentation.
  ➤ Incomplete applications will not be considered due to the volunteer nature of the VNC.

- **Detailed Budget Required:**
  A detailed project budget must be submitted and may be attached as a separate document.
  ➤ If requesting less than the total project cost, clearly identify and explain other funding sources.

- **Submission Format:**
  Submit applications as a single PDF file that includes:

  - Page 1 and 2 of the official NPG form
  - Detailed project budget

  ➤ Do not include instruction pages.
  ➤ IRS Determination Letter and IRS 990 form may be submitted separately.
  ➤ Do not send individual pages or JPEGs—such submissions will not be accepted.

- **Final Reporting Requirement:**
  Organizations receiving an NPG must submit a final report to the VNC within 60 days of project completion.
  ➤ Failure to submit the report will disqualify the organization from the next funding round.

Neighborhood Purpose Grant Application Forms and City Guidelines are available at
https://clerk.lacity.gov/clerk-services/nc-funding/documents-forms/npg-documents