

Community Improvement Project Funding Guidelines

allocation of funds from LA City.

When submitting an application ask yourself the following questions:

- Is this a capital improvement project?
 - It should be on public property
 - There must be co-ordination with appropriate City agencies (i.e. Street Services, Fire, Rec & Parks & etc.)
 - Appropriate permits need to be in place
- Is this for program services (i.e. after school program, graffiti removal, etc.)?
 - If for a select group of individuals, the applicant must create a fair selection process to establish participants
 - The service program needs to be provided by a legitimate non-profit consultant. The VNC or its members should not provide these services
 - If the item/service purchased is \$5000 or over, at least three informal bids/proposals should be examined and presented. Effort should be made to secure the best prices
- Is this for equipment and supplies?
 - Equipment and supplies can only be used for the benefit of the community
 - Equipment can not be turned into private property or salvaged with out prior approval by DONE
 - Purchases for private organizations need to benefit the local community. Purchases intended for private and or paid use are not allowed
- Is this an Event?
 - Events must be open to the public
 - There should not be an admission charge
 - Discuss appropriate liability issues

of the commitment of all remaining funds at the time of application.

VNC Board awards the funds.