California Public Records Act ("PRA"): In compliance with the PRA, the documents pertaining to agenda items, including attachments, which are presented to the Vernon Community Fund Grant Committee in open session are available for public inspection. They may be inspected during regular business hours in the Office of the City Clerk at Vernon City Hall, 4305 Santa Fe Avenue; Vernon, California 90058, no appointment necessary, and on the City’s website at www.cityofvernon.org.

Americans with Disabilities Act ("ADA"): In compliance with the ADA, if you need special assistance to participate in the meeting, please contact the Office of the City Clerk at (323) 583-8811. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Agenda
City of Vernon
Regular Vernon CommUNITY Fund Grant Committee Meeting
Wednesday, May 15, 2019, 10:00 AM
City Hall, Council Chamber
4305 Santa Fe Avenue
Vernon, California
Leticia Lopez, Chairperson
Juliet Goff, Vice Chairperson
Julia Juarez, Committee Member
Michael Gavina, Committee Member
David Juarez, Committee Member
Steven Froberg, Committee Member
James Chang, Committee Member

CALL TO ORDER & FLAG SALUTE

CHANGES TO THE AGENDA

PUBLIC COMMENT
At this time the public is encouraged to address the Grant Committee on any matter that is within the subject matter jurisdiction of the Grant Committee. The public will also be given a chance to comment on matters which are on the posted agenda during deliberation on those specific matters.

MINUTES

1. City Clerk
Minutes of the Regular Vernon CommUNITY Fund Grand Committee Held on February 20, 2019

Recommendation:
A. Receive and File
2. **City Administration**

**Award of Fiscal Year 2018/2019 Docket IV Vernon CommUNITY Fund Direct Service Grants**

Recommendation:

A. Find that the award of the grants proposed in this staff report is exempt under the California Environmental Quality Act (“CEQA”) because it is a government fiscal activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a “project” as defined by CEQA Guidelines section 15378. And even if such action were a “project,” it would be exempt from CEQA review in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have an effect on the environment; and

B. Award Fiscal Year 2018/2019 Docket IV direct service grants totaling $150,000 to the four (4) applicants identified below at the amounts recommended:

1) Applicant: Huntington Park Youth Football and Cheer*
   - Original Amount Requested: $20,000
   - Amount Recommended: $20,000
   - Proposed Term: 1 year
   - *Returning Grantee

2) Applicant: Las Fotos Project*
   - Original Amount Requested: $40,000
   - Amount Recommended: $35,000
   - Proposed Term: 1 year
   - *Returning Grantee

3) Applicant: Opportunity Fund*
   - Original Amount Requested: $50,000
   - Amount Recommended: $45,000
   - Proposed Term: 1 year
   - *Returning Grantee

4) Applicant: Proyecto Pastoral at Dolores Mission*
   - Original Amount Requested: $55,350
   - Amount Recommended: $50,000
   - Proposed Term: 1 year
   - *Returning Grantee

2. FY 2018/2019 Docket IV Grant Recommendation Summary Forms
3. City Administration
Award of Fiscal Year 2018/2019 Vernon CommUNITY Fund Capital Grants

Recommendation:
A. Find that the award of the grants proposed in this staff report is exempt under the California Environmental Quality Act (“CEQA”) because it is a government fiscal activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a “project” as defined by CEQA Guidelines section 15378. And even if such action were a “project,” it would be exempt from CEQA review in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have an effect on the environment. As to the proposed capital projects, the City of Vernon is not a “lead agency” for purposes of CEQA, and the grant agreement requires that recipients submit proof of approvals under CEQA for any applicable work to be completed with grant funds; and

B. Award Fiscal Year 2018/2019 capital grants totaling $206,000 to the three (3) applicants identified below at the amounts recommended:

1) Applicant: California Children's Academy
   Original Amount Requested: $50,000
   Amount Recommended: $50,000
   Proposed Term: 1 year

2) Applicant: Clinica Romero
   Original Amount Requested: $150,000
   Amount Recommended: $66,000
   Proposed Term: 1 year

3) Applicant: InnerCity Struggle
   Original Amount Requested: $200,000
   Amount Recommended: $90,000
   Proposed Term: 1 year

1. FY 2018/2019 Transmittal Report for Capital Grants
2. FY 208/2019 Capital Grant Recommendation Summary Forms
3. VCF Capital Grant Form Agreement

4. City Administration
Award of Fiscal Year 2018/2019 Vernon CommUNITY Fund Scholarship Grants

Recommendation:
A. Find that the award of the grants proposed in this staff report is exempt under the California Environmental Quality Act (“CEQA”) because it is a government fiscal activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a “project”
as defined by CEQA Guidelines section 15378. And even if such action were a “project,” it would be exempt from CEQA review in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have an effect on the environment; and

B. Award Fiscal Year 2018/2019 scholarship grants totaling $20,000 to the seven (7) applicants identified below at the amounts recommended:

1) Applicant: #3 - Yani Martinez
   Amount: $2,000
   School: Huntington Park Institute of Applied Medicine (HPIAM) Marquez High School
   Resident City: Huntington Park

2) Applicant: #8 - Nayeli Jimenez Alvarado
   Amount: $5,000
   School: Garfield High School
   Resident City: East Los Angeles

3) Applicant: #9 - Kimberly Robles
   Amount: $2,000
   School: Garfield High School
   Resident City: East Los Angeles

4) Applicant: #18 - Valeria Valencia
   Amount: $2,000
   School: LIBRA Academy Marquez High School
   Resident City: Huntington Park

5) Applicant: #19 - Arianna Romero
   Amount: $2,000
   School: Mendez High School
   Resident City: East Los Angeles

6) Applicant: #20 - Julie Quintero
   Amount: $5,000
   School: Garfield High School
   Resident City: East Los Angeles

7) Applicant: #21 - Hector Ruiz
   Amount: $2,000
   School: Math, Science, Tech Magnet (MSTM) at Roosevelt High School
   Resident City: Boyle Heights

1. FY 2018/2019 VCF Scholarship Evaluation Summary Forms
Next regular meeting: Wednesday, August 21, 2019 at 10 a.m.

**ADJOURNMENT**
I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Vernon City Hall, located at 4305 Santa Fe Avenue, Vernon, California, and on the City’s website, not less than 72 hours prior to the meeting date set forth on this agenda. Dated this 9th day of May, 2019.

By:  
Maria E. Ayala  
City Clerk
CALL TO ORDER & FLAG SALUTE

Chair Leticia Lopez called the meeting to order at 10:00 a.m. and also lead the flag salute.

CHANGES TO THE AGENDA

City Clerk Maria Ayala announced that were no changes to the agenda.

PUBLIC COMMENT

No public comment provided.

ELECTION

1. City Clerk
   Election of Chairperson and Vice-Chairperson to serve until the next annual election.

   Recommendation:
   A. Find that the proposed action is exempt from the California Environmental Quality Act (“CEQA”) review, because it is an administrative activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a “project” as defined by CEQA Guidelines section 15378; and
   B. Elect one of its members as Chairperson for a one-year term; and
   C. Elect one of its members as Vice-Chairperson for a one-year term.

   It was moved by Juliet Goff and seconded by Michael Gavina to elect Leticia Lopez as Chairperson for a one year term. Motion carried, 6-0.

   Yes:  Leticia Lopez, Juliet Goff, Julia Juarez, Michael Gavina, David Juarez, James Chang
   No: None

   It was moved by Julia Juarez and seconded by Leticia Lopez to elect Juliet Goff as Vice Chairperson for a one year term. Motion carried, 5-0.

   Yes:  Leticia Lopez, Juliet Goff, Julia Juarez, Michael Gavina, David Juarez, James Chang
   No: None
   Abstain: Juliet Goff

   New Committee Member James Chang introduced himself to the Committee and the public.

PRESENTATION

2. City Administration
   Vernon CommUNITY Fund Grantee Presentation – Southeast Community Development Corporation (SCDC)
   Presentation by: Cesar Zaldivar-Motts
Mr. Cesar Zaldivar-Motts, Executive Director, Southeast Community Development Corporation conducted the presentation.

Vice Chair Goff inquired as to the cost of the internet service. Mr. Zaldivar-Motts responded accordingly. A discussion ensued between Committee and staff regarding internet services, enrollment, discount programs, and advertisement.

3. **City Administration**  
**Vernon CommUNITY Fund Grantee Presentation – LA Family Housing**  
**Presentation by:** Hilary Mandel

Ms. Hilary Mandel, Director of Grants at LA Family Housing, conducted the presentation. Ms. Mandel thanked the Committee for their support and generosity.

**MINUTES**

4. **Minutes of the Regular Vernon CommUNITY Fund Grant Committee Held on November 28, 2018**

It was moved by Juliet Goff and seconded by Michael Gavina to approve the amended Minutes of the Regular Vernon CommUNITY Fund Grant Committee Held on November 28, 2019. Motion carried, 6-0.

**Yes:** Leticia Lopez, Juliet Goff, Julia Juarez, Michael Gavina, David Juarez, James Chang  
**No:** None

**GRANT AWARDING**

5. **City Administration**  
**Award of Fiscal Year 2018/2019 Docket III Vernon CommUNITY Fund Grants**

**Recommendation:**
A. Find that the award of the grants proposed in this staff report is exempt under the California Environmental Quality Act ("CEQA") because it is a government fiscal activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a "project" as defined by CEQA Guidelines section 15378. And even if such action were a "project," it would be exempt from CEQA review in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have an effect on the environment; and

B. Award Fiscal Year 2018/2019 Docket III grants totaling $138,200 to the five applicants identified below at the amounts recommended:

1) Applicant: Family Health Care Centers of Greater Los Angeles*  
   Original Amount Requested: $28,200  
   Amount Recommended: $28,200  
   Proposed Term: 1 year  
   *Returning Grantee

2) Applicant: Helpline Youth Counseling*  
   Original Amount Requested: $80,000  
   Amount Recommended: $30,000  
   Proposed Term: 1 year  
   *Returning Grantee

3) Applicant: Human Services Association*

Page 2 of 5
Fran Jemmott, Jemmott-Rollins Group, reported on the first proposed grant applicant, Health Care Centers of Greater Los Angeles.

A dialogue ensued between Committee and staff regarding general operation expenditures, number of centers operating, personnel management, population served, kiosks and ultrasound machines.

No public comment provided.

It was moved by Vice-Chair Juliet Goff and seconded by Julia Juarez to: A. Find that the award of the grants proposed in this staff report is exempt under the California Environmental Quality Act (“CEQA”) because it is a government fiscal activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a “project” as defined by CEQA Guidelines section 15378. And even if such action were a “project,” it would be exempt from CEQA review in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have an effect on the environment; and B. Award Fiscal Year 2018/2019 Docket III grants totaling $138,200 to the five applicants identified below at the amounts recommended: Motion carried, 6-0

Applicant: Family Health Care Centers of Greater Los Angeles*
Original Amount Requested: $28,200
Amount Recommended: $28,200
Proposed Term: 1 year
*Returning Grantee

Yes: Leticia Lopez, Juliet Goff, Julia Juarez, Michael Gavina, David Juarez, James Chang
No: None

Ms. Jemmott, reported on the second proposed grant applicant, Helpline Youth Counseling*.

Committee Member Julia Juarez inquired if the 144 homeless persons placed into stable rental housing were homeless people living on the streets in the Vernon area. Ms. Jemmott replied accordingly.

No public comment provided.

It was moved by Vice-Chair Juliet Goff and seconded by Michael Gavina to: A. Find that the award of the grants proposed in this staff report is exempt under the California Environmental Quality Act (“CEQA”) because it is a government fiscal activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a “project” as defined by CEQA Guidelines section 15378. And even if such action were a “project,” it would be exempt from CEQA review in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have an effect on the environment; and B. Award Fiscal Year 2018/2019 Docket III grants totaling $138,200 to the five applicants identified below at the amounts recommended: Motion carried, 6-0
Applicant: Helpline Youth Counseling*
Original Amount Requested: $80,000
Amount Recommended: $30,000
Proposed Term: 1 year
*Returning Grantee

Yes: Leticia Lopez, Juliet Goff, Julia Juarez, Michael Gavina, David Juarez, James Chang
No: None

Maya Cacavas, Jemmott-Rollins Group, reported on the third proposed grant applicant Human Services Association*. Chair Lopez recused herself from the discussion.

No public comment provided.

It was moved by Vice-Chair Juliet Goff and seconded by Michael Gavina to: A. Find that the award of the grants proposed in this staff report is exempt under the California Environmental Quality Act (“CEQA”) because it is a government fiscal activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a “project” as defined by CEQA Guidelines section 15378. And even if such action were a “project,” it would be exempt from CEQA review in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have an effect on the environment; and B. Award Fiscal Year 2018/2019 Docket III grants totaling $138,200 to the five applicants identified below at the amounts recommended: Motion carried, 5-0.

Applicant: The Whole Child
Original Amount Requested: $10,000
Amount Recommended: $10,000
Proposed Term: 1 year

Yes: Leticia Lopez, Juliet Goff, Julia Juarez, Michael Gavina, David Juarez, James Chang
No: None

Ms. Cacavas, reported on the fourth grant applicant, The Whole Child.

Vice-Chair Goff complimented Jemmott-Rollins Group for their well-planned docket presentation.

No public comment provided.

It was moved by Vice-Chair Juliet Goff and seconded by Chair Leticia Lopez to: A. Find that the award of the grants proposed in this staff report is exempt under the California Environmental Quality Act (“CEQA”) because it is a government fiscal activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a “project” as defined by CEQA Guidelines section 15378. And even if such action were a “project,” it would be exempt from CEQA review in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have an effect on the environment; and B. Award Fiscal Year 2018/2019 Docket III grants totaling $138,200 to the five applicants identified below at the amounts recommended: Motion carried, 6-0.

Applicant: The Whole Child
Original Amount Requested: $10,000
Amount Recommended: $10,000
Proposed Term: 1 year

Yes: Leticia Lopez, Juliet Goff, Julia Juarez, Michael Gavina, David Juarez, James Chang
No: None

Ms. Jemmott, reported on the fifth grant applicant, Woodcraft Rangers*.

Vice-Chair Goff inquired as to the exposure for the support provided.
Finance Director William Fox explained the City’s conservative approach. A dialogue ensued between Committee and staff regarding the children’s activities versus potential liability on the City’s behalf.

No public comment provided.

It was moved by Julia Juarez and seconded by Chair Leticia Lopez to: A. Find that the award of the grants proposed in this staff report is exempt under the California Environmental Quality Act (“CEQA”) because it is a government fiscal activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a “project” as defined by CEQA Guidelines section 15378. And even if such action were a “project,” it would be exempt from CEQA review in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have an effect on the environment; and B. Award Fiscal Year 2018/2019 Docket III grants totaling $138,200 to the five applicants identified below at the amounts recommended: Motion carried, 6-0.

Applicant: Woodcraft Rangers *
Original Amount Requested: $40,000
Amount Recommended: $40,000
Proposed Term: 1 year
*Returning Grantee

Yes: Leticia Lopez, Juliet Goff, Julia Juarez, Michael Gavina, David Juarez, James Chang
No: None

ORAL REPORTS

Diana Figueroa, Administrative Analyst, provided a brief update on the Scholarship Program. The program has been broadcast on social media, the City’s website, and various members of the community have been informed of the program. The deadline to submit applications is Thursday, March 28, 2019.

ADJOURNMENT

With no further business, at 11:27 a.m., Chair Lopez adjourned the meeting.

________________________
Leticia Lopez
Chair

ATTEST:

_________________________
Maria E. Ayala
City Clerk
Vernon Community Fund Grant Committee Agenda Item Report

Agenda Item No. COV-184-2019
Submitted by: Diana Figueroa
Submitting Department: City Administration
Meeting Date: May 15, 2019

SUBJECT
Award of Fiscal Year 2018/2019 Docket IV Vernon CommUNITY Fund Direct Service Grants

Recommendation:
A. Find that the award of the grants proposed in this staff report is exempt under the California Environmental Quality Act (“CEQA”) because it is a government fiscal activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a “project” as defined by CEQA Guidelines section 15378. And even if such action were a “project,” it would be exempt from CEQA review in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have an effect on the environment; and

B. Award Fiscal Year 2018/2019 Docket IV direct service grants totaling $150,000 to the four (4) applicants identified below at the amounts recommended:

1) Applicant: Huntington Park Youth Football and Cheer*
   Original Amount Requested: $20,000
   Amount Recommended: $20,000
   Proposed Term: 1 year
   *Returning Grantee

2) Applicant: Las Fotos Project*
   Original Amount Requested: $40,000
   Amount Recommended: $35,000
   Proposed Term: 1 year
   *Returning Grantee

3) Applicant: Opportunity Fund*
   Original Amount Requested: $50,000
   Amount Recommended: $45,000
   Proposed Term: 1 year
   *Returning Grantee

4) Applicant: Proyecto Pastoral at Dolores Mission*
   Original Amount Requested: $55,350
   Amount Recommended: $50,000
   Proposed Term: 1 year
   *Returning Grantee

Background:
As one of the key elements of the City’s good governance reforms, the City Council created the Vernon CommUNITY Fund (“VCF”) to provide grants to charitable and governmental entities for projects and programs that benefit those residing and working in Vernon. Given the exclusively industrial nature of Vernon, the City Council determined that the VCF was in the best interest of the City and its residents, businesses, and workers.

The City retained the services of Jemmott Rollins Group, Inc. (“JRG”) to provide consultation, guidance, research and specialized administrative support services to the City Administrator and City staff related to the VCF. JRG has extensive experience in non-profit grant-making and grants management and specialized knowledge of ethics and principles governing the grant-making process.

On February 4, 2014, the City Council adopted Ordinance No. 1218, as amended by Ordinances No. 1238 and No. 1257 to establish the Vernon CommUNITY Fund Grant Committee (“Grant Committee”) and provide the basic guidelines and operational procedures for said Committee and its officers, including those related to the allocation of funds and the processes for reviewing and ranking applications and awarding grants.

Fiscal Year 2018/2019 Funding

Pursuant to Vernon Municipal Code Section 2.164, the City Council may appropriate funds to the VCF. Through the normal budgetary process, City Council authorized an amount of $1,000,000 to the VCF for fiscal year 2018/2019. The Grant Committee is required to allocate funds for fiscal year 2018/2019 in accordance with the following formula:

1) Administrative Costs shall be determined for the fiscal year and the amount shall be allocated for payment from funds appropriated to the VCF.
2) After Administrative Costs, no less than 25% of funds available in any fiscal year shall be awarded to proposals to expend funds on capital projects with a projected useful life of 10 years or more.
3) The remainder of available funds in any fiscal year may be awarded to proposals to expend funds on direct services and/or scholarship grants. No single grant of this type shall be in an amount more than $250,000.

In consideration of Administrative Costs of $174,500 and the minimum required set aside for capital projects, the total maximum amount of grant funds available for award to proposals for direct services and scholarships during Fiscal Year 2018/2019 is $619,125. With $20,000 dedicated to scholarship awards, $599,125 remains for direct service grants. As a general guideline, JRG and City staff recommend the Grant Committee award approximately $154,781 in grants at each of the meetings proposed to occur this fiscal year. This will assure the availability of resources throughout the year and a level playing field for applicants.

Criteria for Ranking Grant Proposals

Pursuant to Vernon Municipal Code Section 2.166, no grant shall be awarded unless doing so serves a municipal purpose of the City, and the Executive Director and Grant Committee must rank all proposals from eligible applicants using the following factors:

1) The extent to which the funds will promote the health, safety, and welfare of persons residing or working within the Vernon Area.
2) The benefit anticipated to accrue to the Vernon Area.
3) The extent to which the public will appreciate that the benefits of the proposed actions were a direct result of the funding provided by the City of Vernon.
4) Evidence that the funds will be used by an organization with sufficient capacity to do the work, and will be used effectively and without inefficiencies, waste or fraud.
5) For proposals for capital projects, the ability and commitment to fund the maintenance and repair of the project over the long term.

FY 2018/2019 Docket IV Grant Applications

Docket IV and 2018/2019 year to date information is summarized in the Grant Review Committee Transmittal Report attached hereto as Attachment 1.

As previously indicated, the fourth VCF grant docket for FY 2018/2019 contains four (4) applications for review, deliberation, and award by the Grant Committee. All applicants meet the eligibility requirements set forth in Section 2.165 of the Vernon Municipal Code and all applications were thoroughly vetted by JRG and City staff using the aforementioned ranking criteria.

Based on the application criteria, JRG’s due diligence findings, and the amount of funding available, the total amount of grant funding recommended for Fiscal Year 2018/2019 Docket IV is $150,000.

JRG staff has prepared a written summary for each grant application describing its merits and potential risks, which is attached hereto as Attachment 2. These materials and recommendations are to be used only as guiding documents for the Grant Committee’s deliberation. The Grant Committee is expected to debate the content of each application at its May 15, 2019 meeting. The full applications are publicly available and can be accessed at the City Clerk’s Office at Vernon City Hall, or via the City’s website www.CityofVernon.org wherein Docket IV grant applicant information is posted online in “Public Meetings” under the “Vernon CommUNITY Fund Grant Committee (VCFGC)” link.

Grant Agreement

Upon award of grants by the Grant Committee, each grant recipient shall be required to execute a Grant Agreement in substantially the same form as attached hereto as Attachment 3. The Grant Agreement sets forth the terms and conditions of the grant, including the amount and purpose(s) of the grant, written reporting requirements, the return of any unused portion, and requirements respecting the use of the VCF logo.

Fiscal Impact:
The Fiscal Year 2018/2019 Docket IV total recommended grant award amount of $150,000 is included in the 2018/2019 City Budget and is within the recommended quarterly allocation of $154,781.

ATTACHMENTS

- 1. FY 2018/2019 Docket IV Transmittal Report for Direct Service Grants
- 2. FY 2018/2019 Docket IV Grant Recommendation Summary Forms
- 3. VCF Direct Service Grant Form Agreement
Grant Review Committee
Transmittal Report
May 2019

Current Cycle: Docket IV FY2018-2019

<table>
<thead>
<tr>
<th>Standard Grants</th>
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<tr>
<td>Total Grant Budget – Current Cycle</td>
<td>$153,556.25</td>
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<tr>
<td>Total $ Amount of General Grant Requests</td>
<td>$250,780 / year</td>
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<td>Total # Recommended Grants</td>
<td>4</td>
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<td>Average Recommended Grant Amount</td>
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Summary of Recommended Grants

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<tr>
<th>STANDARD GRANTS</th>
<th>REQUESTED AMOUNT</th>
<th>RECOMMENDED AMOUNT</th>
<th>COMMUNITIES SERVED</th>
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<tr>
<td>Huntington Park youth Football and Cheer</td>
<td>$20,000</td>
<td>$20,000</td>
<td>Bell, Huntington Park, Maywood, Vernon</td>
</tr>
<tr>
<td>Las Fotos Project</td>
<td>$40,000</td>
<td>$35,000</td>
<td>Boyle Heights, Huntington Park</td>
</tr>
<tr>
<td>Opportunity Fund</td>
<td>$50,000</td>
<td>$45,000</td>
<td>Bell, Boyle Heights, Commerce, Huntington Park, Maywood, Vernon, Unincorporated East Los Angeles</td>
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<tr>
<td>Proyecto Pastoral at Dolores Mission</td>
<td>$55,350</td>
<td>$50,000</td>
<td>Boyle Heights</td>
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<tr>
<td>TOTAL RECOMMENDED AMOUNT</td>
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Year to Date FY18-19

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<td>Total grant budget: Fiscal Year 2018-2019</td>
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Projections

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<tr>
<td>Total Grants Awarded – Dockets I, II, III, IV</td>
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<td>Total $ Amount of Grants – Dockets I, II, III, IV</td>
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**General Applicant Information**

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<th>Applicant Organization:</th>
<th>Huntington Park Football and Cheer Association, Inc.</th>
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<td>Type of Organization:</td>
<td>Community-based (Sports and Recreation)</td>
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<td>Year Founded:</td>
<td>2017</td>
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<td>Annual Budget:</td>
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<td>No. of Board Members:</td>
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<td>Recommended Amount:</td>
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<td>Type of support requested:</td>
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<tr>
<td>Project/Program</td>
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<tr>
<td>First Time Applicant</td>
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<tr>
<td>Returning Grantee</td>
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</tr>
<tr>
<td>Prev. Award amount:</td>
<td>$20,000</td>
</tr>
</tbody>
</table>

**Brief Narrative description of the organization**

Founded in 2017, the Huntington Park Youth Football and Cheer Association, Inc. (HPFCA) focuses on improving the lives of young children (ages 5-14) by providing access to cheer and football sports activities throughout the school year. Student participants from surrounding low-income households benefit from the organization's goal to foster individuals who are "well-rounded"—despite their social and/or economic circumstances. At the same time, the running sports program perpetuates positive social impact that inherently involves the youth's immediate community (e.g., family members, mentors, teachers, et al.) at yearly cheer competitions, football games and/or championships. By engaging the larger community, HPFCA achieves its mission to reduce the rate at which young people take part in gang activity which is widespread throughout surrounding communities.

**Organizational strengths:**

Strengths of the organization are two-fold: on the one hand, according to the Association data, 41 percent of cheerleaders and 35 percent of football players receive Scholar patches (awards given to athletes with a <3.3 GPA). One the other hand, to date, the
Specific population(s) targeted by grant request (if applicable)

Age Range: 5-14  
Family Type: All

Gender: Co-ed  
Military Status: N/A

Race/Ethnicity: Diverse  
Sexual Orientation: All

Economic Status: low-income  
Other (specify): 

Description of the proposal to which funds would apply
(if no particular project is specified, please note General Operating Support in this area)

The funds will cover the costs of both sports equipment and certified training for volunteer coaches. One hundred student athletes will benefit from the Huntington Park Youth Football and Cheer Association, Inc. program.

Cost/Benefit: $570 per student, per year

Beneficiaries and/or potential impact on the non-profit/governmental landscape:

Students who participate in extracurricular activities expected to earn a bachelor's degree or higher, more likely to have a GPA of 3.0 or above and less likely to skip classes when compared to students who do not participate in sports activities. Source: https://nces.ed.gov/pubs95/web/95741.asp

Staff Analysis

Documents reviewed
✓ Audit/IRS Form 990 (dated: _____ / _____ / _____ )  
✓ Proposal Budget
✓ Organizational Budget

How does the proposal align with the goals of the Fund?

The Association's request for funds is well-aligned with VCF goals primarily for two reasons:
1. The organization serves as a positive recreational outlet to the participants living in areas where gang recruitment/violence challenges positive youth development.
2. The organization fosters positive social impact on children (and their peers) that choose to participate in the program, and contributes to building relationships that are more transformative rather than transactional. The Football and Cheer organization bridges bonds formed between student athletes and coaches/mentors, while community members bond with fellow neighbors and/or HPFCA coaches.

Are there any activities planned to acknowledge VCF as a funder of this project/program/organization?

The organization plans to acknowledge VCF as a funder on their website, Facebook page, Instagram and Twitter accounts.
What previous projects has the applicant successfully implemented?

Over the previous year, the program's prior two grant awards (from different funders) have allowed the organization to expand their outreach to include ten additional student athletes to their sports program. During the summer of the same year, Cheerleaders were provided the opportunity to attend Cheer Camp--hosted by World Class Cheer. The participation in Cheer camp gained recognition as the organization's Pee Wee squad placed 3rd at the San Gabriel Valley Junior All American Competition.

List any foreseeable challenges that the applicant may encounter in the implementation of this proposal or in general:

None

Funding Recommendation

<table>
<thead>
<tr>
<th>Fund this proposal?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Recommended Amount: $20,000

Suggested revision(s) to proposal/fund amount, if applicable:

None

Staff reviewer: Brettany Tucker

Signed: ___________________________  Date: 4/17/2019
# Grant Recommendation Form

## General Applicant Information

<table>
<thead>
<tr>
<th>Applicant Organization:</th>
<th>Las Fotos Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Organization:</td>
<td>Community Service (Community Service)</td>
</tr>
<tr>
<td>Year Founded:</td>
<td>2011</td>
</tr>
<tr>
<td>Annual Budget:</td>
<td>$447,812</td>
</tr>
<tr>
<td>No. of Board Members:</td>
<td>9</td>
</tr>
<tr>
<td>Amount Requested:</td>
<td>$40,000</td>
</tr>
<tr>
<td>Recommended Amount:</td>
<td>$35,000</td>
</tr>
<tr>
<td>Type of support requested:</td>
<td>General Operating</td>
</tr>
</tbody>
</table>

- ✔ First Time Applicant
- ✔ Returning Grantee
- Prev. Award amount: FY 2016-17 $25,000 (2nd)

## Brief Narrative description of the organization

Founded in 2010 to provide girls and young women skills and confidence to increase their options in the marketplace, Las Fotos has steadily grown its capacity to serve up to 277 girls. Through programs including Esta Soy Yo, Photo journalism and Hire Her, Las Fotos created opportunities that can be attributed to improved academic success and social support for participants who live in underserved communities. Since its inception data indicates that close to 50,000 hours of mentoring was provided to 1148 girls from 18 communities and 24,000 people attended 48 student led events. Almost 400 visual artists/photographers serve as mentors creating pathways to artistic/creative expression often not possible in low-income communities. The organization has been recognized by media outlets and received awards for innovation in youth arts.

## Organizational strengths:

Las Fotos remains a project of Community Partners a well known and respected fiscal sponsor for start up non-profits serving Los Angeles County. Community Partners provides accounting management, capacity building, other management assistance for non-profits. Ravi Shah, Program Manager at Community Partners recommends funding and states that the organization is well managed.

Las Fotos has two full time staff; 3 part time staff and seven instructor/mentors as well as numerous volunteers;

Programs planned and implemented by program participants are robust and well-received by their peers and the community. The organization raises $125,000 of its budget through earned income and provides $3500 in stipends to students.
### Proposal Details

**Specific population(s) targeted by grant request (if applicable)**

<table>
<thead>
<tr>
<th>Age Range:</th>
<th>15 - 17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gender:</td>
<td>Female</td>
</tr>
<tr>
<td>Race/Ethnicity:</td>
<td>Primarily Latina</td>
</tr>
<tr>
<td>Economic Status:</td>
<td>Low income</td>
</tr>
<tr>
<td>Family Type:</td>
<td>All</td>
</tr>
<tr>
<td>Military Status:</td>
<td>NA</td>
</tr>
<tr>
<td>Sexual Orientation:</td>
<td>Inclusive</td>
</tr>
<tr>
<td>Other (specify):</td>
<td></td>
</tr>
</tbody>
</table>

**Description of the proposal to which funds would apply**

(if no particular project is specified, please note General Operating Support in this area)

Las Fotos will use the Vernon CommUNITY Fund award for general support to include $29,000 for salaries, $7000 for program expenses and $4000 for administrative costs

### Staff Analysis

**Documents reviewed**

- [✓] Audit/IRS Form 990 (dated: 12 / 19 / 2017)
- [✓] Proposal Budget
- [✓] Organizational Budget

**How does the proposal align with the goals of the Fund?**

Las Fotos efforts align with the VCF goals by:

- promoting the health, safety and welfare of persons residing or working within the designated geographic areas;
- investing in training and workforce development, particularly for young people ages 14 – 24;
- demonstrating a measurable benefit to residents of Vernon and surrounding areas through the use of art and creative expression to raise awareness and educate residents on social issues

**Are there any activities planned to acknowledge VCF as a funder of this project/program/organization?**

Vernon CommUNITY Fund will be recognized on the organization's web site and social media that reaches approximately 7000 viewers.
What previous projects has the applicant successfully implemented?

The prior grant from Vernon CommUNITY Fund of $25,000 was well managed and used as proposed to support instruction, mentoring and exposure for participants in community events. Approximately 117 girls were served and the organization received important recognition.

List any foreseeable challenges that the applicant may encounter in the implementation of this proposal or in general.

The applicant has scant reserves or unrestricted net assets should there be a sudden change in funding sources however only $25,000 come from government sources.

Funding Recommendation

<table>
<thead>
<tr>
<th>Fund this proposal?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

Recommended Amount: $35,000

Suggested revision(s) to proposal/fund amount, if applicable:

Staff reviewer: Fran Jemmott

Signed: [Signature]

Date: 4/19/2019
## General Applicant Information

<table>
<thead>
<tr>
<th>Applicant Organization:</th>
<th>Opportunity Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Organization:</td>
<td>Community-based (financial)</td>
</tr>
<tr>
<td>Year Founded:</td>
<td>1993</td>
</tr>
<tr>
<td>Annual Budget:</td>
<td>$33,111,142</td>
</tr>
<tr>
<td>No. of Board Members:</td>
<td>9</td>
</tr>
<tr>
<td>Amount Requested:</td>
<td>$50,000</td>
</tr>
<tr>
<td>Recommended Amount:</td>
<td>$45,000</td>
</tr>
<tr>
<td>First Time Applicant</td>
<td></td>
</tr>
<tr>
<td>Returning Grantee</td>
<td></td>
</tr>
<tr>
<td>Prev. Award amount:</td>
<td>$50,000 in 2017</td>
</tr>
</tbody>
</table>

## Brief Narrative description of the organization

Originally founded in 1993 as a locally focused, multi-bank consortium, Opportunity Fund (OF) reclassified in 1994 to a nonprofit financial institution which has evolved into a nationally recognized and respected leader among community development financial institutions (CDFIs). Today, OF serves as both California’s and the nation’s (13 states total) largest nonprofit microlender.

OF supports the economic well-being of underserved business owners and entrepreneurs by employing responsible lending practices and providing a unique blend of microfinance products, services, and consultation. Focusing on disadvantaged business owners historically unable to qualify for support via traditional mainstream financing, OF offers loans in the $2,600 - $250,000 range at responsible, fixed interest rates with full transparency, flexible underwriting criteria and collateral requirements, and integrated, client-driven business advising. OF’s demographic focus comprise small business clients who are 63% low-income/low-to-moderate income (LI/LMI), 85% ethnic minorities (including 58% Hispanic, 18% Asian, 6% African American), and 32% women.

A testament to OF’s trust-building, expert underwriting, and high-quality loan servicing, OF’s historical charge-off rate is only 3%, their clients have a 94% survival rate, their loans create/retain an average of 2.8 jobs, and every $1 of investment in a small business generates almost $2 in new, positive economic activity through new spending, wages, and tax revenue.

## Organizational strengths:

OF’s financing business model is comprehensively more high-touch, high-tech, and trust-/relationship-building than mainstream corporate convention, resulting in the successes noted above (last paragraph). OF also invests in New Market Tax Credits (NMTC) and other community economic development opportunities that further reinforce positive community change and revitalize economically distressed neighborhoods and business districts.

OF’s governing board of directors is guided by their Southern California Regional Board (advisory council) to ensure local issues and nuances (specific to VCF’s target communities) are factored into any decision-making.

OF’s local "street" team of bilingual, passionate, and experienced Loan Consultants established deep and trusting relationships with local banks, vendors, and community organizations. They are well-known in the communities served by VCF.

OF’s new CEO, Luz Urutia, onboarded in September 2017 with 30 years experience in community banking and alternative financial services. She was recognized as “Community Banker of the Year” by American Banker, “Latina Business Woman of the Year” by Latina Style, and a "Woman of Influence" by Silicon Valley Business Journal. OF founder, Eric Weaver, resigned as CEO but remains formally involved as Senior Advisor and Board Member, allowing OF to retain all institutional knowledge over its 24 years.
Proposal Details

Specific population(s) targeted by grant request (if applicable)

<table>
<thead>
<tr>
<th>Age Range:</th>
<th>All</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gender:</td>
<td>All</td>
</tr>
<tr>
<td>Race/Ethnicity:</td>
<td>All, mostly Latino/Hispanic</td>
</tr>
<tr>
<td>Economic Status:</td>
<td>LI to LMI</td>
</tr>
<tr>
<td>Family Type:</td>
<td>All (business owners)</td>
</tr>
<tr>
<td>Military Status:</td>
<td>All, as applicable</td>
</tr>
<tr>
<td>Sexual Orientation:</td>
<td>All</td>
</tr>
<tr>
<td>Other (specify):</td>
<td></td>
</tr>
</tbody>
</table>

Description of the proposal to which funds would apply
(if no particular project is specified, please note General Operating Support in this area)

VCF's $50,000 grant to Opportunity Fund will fill the financing gap for diverse small business owners in Bell, Boyle Heights, Commerce, Huntington Park, Maywood, Vernon, and unincorporated East LA.

This contributory support to OF's Small Business Lending - LA County program will allow staff to continue specialized outreach (e.g., grassroots marketing, word-of-mouth referrals, etc.), to underwrite loans to qualified applicants, and to service each investment. OF anticipates originating 84 new microloans totaling approximately $2.3 million of capital to underrepresented/disenfranchised entrepreneurs and small business owners, primarily Latino/Hispanic (35%), women (32%) or people of color (85%), in VCF's target areas. Additionally, this investment should create/sustain 150 jobs and generate over $4 million in positive economic activity, e.g., new wages, tax revenues, etc.

<table>
<thead>
<tr>
<th>Cost/Benefit:</th>
<th>84 small businesses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beneficiaries and/or potential impact on the non-profit/governmental landscape:</td>
<td>Potential lower unemployment as small businesses hire locally; lower retail prices resulting from increased competition; wider variety of goods and services to consumers.</td>
</tr>
</tbody>
</table>

Staff Analysis

Documents reviewed

- Audit/IRS Form 990 (dated: _____ / _____ / _____)
- Proposal Budget
- Organizational Budget

How does the proposal align with the goals of the Fund?

This microfinancing effort falls under the following 4 VCF goals:

- To improve the built environment of Vernon and nearby communities.
- To encourage and inspire positive social development in Vernon and neighboring communities.
- To support and assist organizations that expand opportunities for training and development of residents for potential employment in businesses located in Vernon and surrounding communities.
- To promote effective and responsible leaders at every level of society.

Are there any activities planned to acknowledge VCF as a funder of this project/program/organization?

Yes. Working with VCF staff, OF can promote VCF's subsequent investment in their annual report, their website and blog, and social media. They can assist with press releases and other media and community relations communication vehicles as appropriate.
What previous projects has the applicant successfully implemented?

With VCF’s grant of $50,000 in 2017, OF originated 76 loans (300% growth from previous year’s investment) totaling over $2.1 million (primarily working capital) to diverse small business owners in Bell, Boyle Heights, Commerce, Huntington Park, Maywood, Vernon, and unincorporated East LA. These business owners comprised 71% ethnic minorities, 30% women, and 79% LMI who are generating/retaining an estimated 200 local jobs.

List any foreseeable challenges that the applicant may encounter in the implementation of this proposal or in general:

As OF’s “street team” expands efforts further in VCF’s target communities, they are likely to uncover a higher percentage of aspiring business owners who cannot qualify for financing, even from OF. To address this anticipated issue and other entrepreneurial barriers, OF launched its Community Partners Program (CPP) in 2016; CPP is a network of mission-aligned community organizations that strengthen

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**Funding Recommendation**

<table>
<thead>
<tr>
<th>Fund this proposal?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Recommended Amount: $45,000

Suggested revision(s) to proposal/fund amount, if applicable:

Reduced requested amount by $5K, due to VCF’s overall budget limitations for general grants.

---

Staff reviewer: Jonathan “Mac” Macaranas

Signed: [Signature]

Date: 04/10/2019

Page 23
**General Applicant Information**

<table>
<thead>
<tr>
<th>Applicant Organization:</th>
<th>Proyecto Pastoral at Dolores Mission</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Type of Organization:</strong></td>
<td>Community-based</td>
</tr>
<tr>
<td><strong>Year Founded:</strong></td>
<td>1986</td>
</tr>
<tr>
<td><strong>Annual Budget:</strong></td>
<td>$5,809,683</td>
</tr>
<tr>
<td><strong>No. of Board Members:</strong></td>
<td>15</td>
</tr>
<tr>
<td><strong>Amount Requested:</strong></td>
<td>$55,350.00</td>
</tr>
<tr>
<td><strong>Recommended Amount:</strong></td>
<td>$50,000</td>
</tr>
<tr>
<td><strong>Type of support requested:</strong></td>
<td>☑ General Operating</td>
</tr>
<tr>
<td></td>
<td>❑ Project/Program</td>
</tr>
<tr>
<td></td>
<td>☑ First Time Applicant</td>
</tr>
<tr>
<td><strong>Returning Grantee</strong></td>
<td>Prev. Award amount: FY 2016-17: $35,000 (2nd)</td>
</tr>
</tbody>
</table>

**Brief Narrative description of the organization**

Founded in 1986 by Father Greg Boyle, a catholic priest and parishioners at Dolores Mission, a congregation committed to addressing poverty, gang violence, support for working parents, education and job training for residents of Boyle Heights, Proyecto Pastoral (PP) is viewed as an anchor organization overseeing many programs and services funded by a range of public and private sources. The organization has grown exponentially in the past three years with a 30% increase in revenue, a 33.3% increase in institutional partners (from 30 to 40), and now has a full-time College and Career Counselor. Most recently, PP launched a rapid response immigrant network and "know your rights" workshops to protect local residents. The organization has data that demonstrates an increase in high school graduation rates at Mendez High School from 34% in 2011 to 96% in 2018. Proyecto Pastoral comprehensively addresses the root causes of poverty through grassroots programs in education and leadership development services.

**Organizational strengths:**

Organizational strengths include a high functioning board of directors; collaborative partners prevention, interim and rapid re-housing for those experiencing family violence, and an engagement of hundreds of volunteers. All of these efforts aim to create transformational change for families and neighborhoods based on values and programs articulated and implemented by residents.

The organizational leadership comprises talented staff, many having grown up in Boyle Heights and returned after college with knowledge and skills to give back. Cynthia Sanchez, the ED recently earned a Durfee Fellowship and has visited model organizations throughout the country.

Promesa Boyle Heights is the federal Promise Zone Collaborative of which Proyecto Pastoral is the lead agency. Both initiatives are instrumental in bringing new public and private sources of funding with a goal of creating a cradle-to-college pipeline for families and children.
Proposal Details

Specific population(s) targeted by grant request (if applicable)

<table>
<thead>
<tr>
<th>Age Range</th>
<th>All ages, childhood to seniors</th>
<th>Family Type: Varied</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gender</td>
<td>Inclusive</td>
<td>Military Status: NA</td>
</tr>
<tr>
<td>Race/Ethnicity</td>
<td>Primarily Latinx</td>
<td>Sexual Orientation: Inclusive</td>
</tr>
<tr>
<td>Economic Status</td>
<td>Primarily low-income</td>
<td>Other (specify): Recent immigrants</td>
</tr>
</tbody>
</table>

Description of the proposal to which funds would apply
(if no particular project is specified, please note General Operating Support in this area)

Proyecto Pastoral requests $55,500 in general support which would be used to hire staff. Many of the organization's programs operate at a deficit though, the general fund does accrue some reserves. Hiring top-notch talent--now that the organization has increased growth and operates as a mature non-profit--will be a priority in the coming years. Funds will support positions in Human Resources, an Associate Director to oversee evaluation and data collection, and a development associate to improve capacity for donor development.

<table>
<thead>
<tr>
<th>Cost/Benefit:</th>
<th>$55,500 divided by 200 yields a cost benefit of $300 per individual.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beneficiaries and/or potential impact on the non-profit/governmental landscape:</td>
<td>The cost savings and economic development associated with increased graduation and employment rates suggests significant impact on the community</td>
</tr>
</tbody>
</table>

Staff Analysis

Documents reviewed

- Audit/IRS Form 990 (dated: 1 / 13 / 2017)
- Proposal Budget
- Organizational Budget

How does the proposal align with the goals of the Fund?

Proyecto Pastoral's proposal aligns with the goals of the Vernon CommUNITY Fund in improving:
-- Overall quality of life for more than 200 residents
-- Education and workforce participation for young people
-- Safety provisions for elderly residents and those at risk of violence

Are there any activities planned to acknowledge VCF as a funder of this project/program/organization?

Proyecto Pastoral acknowledges the Vernon CommUNITY Fund on its refreshed website, social media platforms and in its Annual Report.
What previous projects has the applicant successfully implemented?

The previous grant awarded to Proyecto Pastoral contributed to after school programs at Mendez High School including AP tutoring, Students Run LA, other fitness programs; IMPACTO Summer Camp provided a free five week camp to children of local working families serving 180 youth; Guadalupe Homeless Project provided beds to 45 homeless men and 15 senior-aged women.

List any foreseeable challenges that the applicant may encounter in the implementation of this proposal or in general:

Boyle Heights is experiencing increased risks to families associated with displacement and increased housing costs. These changes could lead to families’ need for services dispersed to a larger geographic area of which will increase the costs associated with the services provided.

---

**Funding Recommendation**

**Fund this proposal?**

- [x] Yes
- [ ] No

**Recommended Amount:** $50,000

**Suggested revision(s) to proposal/fund amount, if applicable:**

Reduced requested amount by $5K, due to VCF’s overall budget limitations for general grants.

---

**Staff reviewer:** Fran Jemmott

**Signed:**  

**Date:** 4/18/2019
Vernon CommUNITY Fund Grant Agreement

On [INSERT DATE] the Vernon CommUNITY Fund (Grantor) awarded a grant to [INSERT ORGANIZATION] (Grantee) in the amount of $[INSERT AMOUNT] to support the following purposes: To support [INSERT ORGANIZATION MISSION AND PROJECT DESCRIPTION].

Grantor and Grantee agree to the following terms and conditions of the grant:

1. Scope of Work:

Grantee shall use the grant funds solely for the purposes stated below, and Grantee shall repay to Grantor any portion of the amount granted which is not used for those purposes. Any changes in the purposes for which grant funds are spent must be approved in writing by Grantor before implementation.

[INSERT SCOPE]

2. Amount of Grant:

$[INSERT AMOUNT], payable upon the Vernon CommUNITY Fund’s receipt of this executed Grant Agreement.

3. Conditions of Agreement:

Grantee agrees to the following conditions:

A. Reports. Grantee shall submit written reports to The Vernon CommUNITY Fund as follows:

- A narrative report describing in detail the use of the granted funds, compliance with the terms of the grant and the progress made toward achieving the purposes of the grant. A financial report detailing all expenditures resulting from the grant.
- A copy of materials (if applicable) produced as part of the grant.

The schedule for such reports is:
Interim report: [INSERT DATE]
Final report: [INSERT DATE]

Please submit your report using your FluidReview account. If you have any questions about the grant report, please reach out to the Vernon CommUNITY Fund by phone at 323.351.1198 or by email at vernoncommunityfund@ci.vernon.ca.us.
B. Expenditure of Grant Funds. Any funds not expended in accordance with the terms of this agreement must be returned to Grantor. Grantee shall not use any portion of the funds granted herein to engage in any grassroots or direct lobbying, to intervene in any political campaign on behalf of or in opposition to any candidate for public office, to fund union activity, to induce or encourage violations of law or public policy, to cause any improper private benefit to occur, nor to take any other action inconsistent with Section 501(c)(3) of the Internal Revenue Code.

C. PATRIOT Act. Grantee agrees that it will use the grant funds in compliance with all applicable anti-terrorist financing and asset control laws, regulations, rules and executive orders, including but not limited to the USA Patriot Act of 2001.

D. Return of Funds. If Grantor, in its sole discretion, determines that Grantee violates or fails to carry out any provision of this Agreement, Grantor may, in addition to any other legal remedies it may have, refuse to make any further payments to Grantee, and Grantor may demand the return of all or part of the unexpended grant funds, which the Grantee shall immediately repay to Grantor.

E. Records and Audits. Grantee must maintain these grant funds in a separate fund dedicated to charitable purposes. A systematic accounting record shall be kept by Grantee of the receipt and expense of such funds. Grantee shall retain original substantiating documents related to specific expenditures and make these records available for Grantor’s review upon request. Grantee shall be responsible for maintaining adequate financial records of this grant.

F. No Further Obligations by Grantor. This grant is made with the understanding that Grantor has no obligation to provide other or additional support or grants to Grantee.

G. Subgrantees. With regard to the selection of any subgrantees to carry out the purposes of this grant, Grantee retains full discretion and control over the selection process, acting completely independently of Grantor. There is no agreement, written or oral, by which Grantor may cause Grantee to choose any particular subgrantee.

H. Licensing and Credentials. Grantee hereby agrees to maintain, in full force and effect, all required governmental or professional licenses and credentials for itself, its facilities and for its employees and all other persons engaged in work in conjunction with this agreement.

I. Organizational and Staff Changes. Grantee agrees to provide immediate written notice to Grantor if significant changes or events occur during the term of this Agreement which could potentially impact the progress or outcome of the grant, including, without limitation, changes in: a) the Grantee's executive staff or key staff responsible for achieving the grant purposes, or b) losses in funding. In the event that Grantee ceases its operations, Grantee shall transfer any property purchased with the grant funds to Grantor.

J. Liability, Disclaimers and Insurance Requirements. Grantee hereby irrevocably and unconditionally agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless Grantor, its officers, directors, trustees, employees and agents, from and against any and all claims, liabilities, losses and expenses (including reasonable attorneys’ fees) directly, indirectly, wholly or partially arising from or in connection with any act or omission of Grantee, its employees or agents, in applying for or accepting the grant, in expending or applying the funds furnished pursuant to the grant or in carrying
out the program or project to be funded or financed by the grant, except to the extent that such claims, liabilities, losses or expenses arise from or in connection with any act or omission of Grantor, its officers, directors, trustees, employees or agents. Grantees receiving grants in the amount of $75,000 or more shall obtain from their insurance carriers certificates of insurance naming the City of Vernon as additional insured.

K. Promotion and Publicity. Recognition of the grant brings valuable attention to the mission and activities of both Grantee and Grantor. Grantee agrees that Grantor may include information regarding Grantee and/or this grant, including the amount and purpose of the grant, any photographs or materials Grantee has provided for promotional purposes, Grantee’s logo or trademark, and/or other information or materials about Grantee’s organization and activities, in Grantor’s periodic public reports, newsletters, events, and media releases. Grantee may, subject to Grantor’s right of approval in its reasonable discretion, promote Grantor and/or this grant by:

1. Reporting on the partnership with Grantor in Grantee’s communication materials, including but not limited to, newsletters, events, media interviews, website posts, and promotional e-mails;
2. Assisting Grantor on cross-promotional events and endeavors.

Grantor must review and approve all materials (including website postings) that use its name or logo, prior to production or publication. Such approval will not be unreasonably withheld.

L. Entire Agreement. Grantor reserves the right to withhold or suspend payments of grant funds if Grantee fails to comply strictly with any of the terms and conditions of the Agreement. This Agreement shall supersede any prior oral or written understandings or communications between the parties and constitutes the entire agreement of the parties with respect to the subject matter hereof. This Agreement may not be amended or modified, except in a written document signed by both Grantor and Grantee.

[Signatures begin on next page]
IN WITNESS WHEREOF, the parties have executed this Grant Agreement effective on the _____ day of ________________, 2018.

[INSERT NAME], Grantee

Authorized Signature

Printed Name

Title

Date

CITY OF VERNON, Grantor

ATTEST:

By: ________________________________

Name: Carlos R. Fandino, Jr.

Title: City Administrator

Date: ________________________________

Maria E. Ayala, City Clerk
SUBJECT
Award of Fiscal Year 2018/2019 Vernon CommUNITY Fund Capital Grants

Recommendation:
A. Find that the award of the grants proposed in this staff report is exempt under the California Environmental Quality Act ("CEQA") because it is a government fiscal activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a "project" as defined by CEQA Guidelines section 15378. And even if such action were a "project," it would be exempt from CEQA review in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have an effect on the environment. As to the proposed capital projects, the City of Vernon is not a "lead agency" for purposes of CEQA, and the grant agreement requires that recipients submit proof of approvals under CEQA for any applicable work to be completed with grant funds; and

B. Award Fiscal Year 2018/2019 capital grants totaling $206,000 to the three (3) applicants identified below at the amounts recommended:

1) Applicant: California Children's Academy
   Original Amount Requested: $50,000
   Amount Recommended: $50,000
   Proposed Term: 1 year

2) Applicant: Clinica Romero
   Original Amount Requested: $150,000
   Amount Recommended: $66,000
   Proposed Term: 1 year

3) Applicant: InnerCity Struggle
   Original Amount Requested: $200,000
   Amount Recommended: $90,000
   Proposed Term: 1 year

Background:
As one of the key elements of the City's good governance reforms, the City Council created the Vernon CommUNITY Fund ("VCF") to provide grants to charitable and governmental entities for projects and programs that benefit those residing and working in Vernon. Given the exclusively industrial nature of Vernon, the City Council determined that the VCF was in the best interest of the City and its residents, businesses, and workers.

The City retained the services of Jemmott Rollins Group, Inc. ("JRG") to provide consultation, guidance, research and specialized administrative support services to the City Administrator and City staff related to the VCF. JRG has
extensive experience in non-profit grant-making and grants management and specialized knowledge of ethics and
principles governing the grant-making process.

On February 4, 2014, the City Council adopted Ordinance No. 1218, as amended by Ordinances No. 1238 and No.
1257 to establish the Vernon CommUNITY Fund Grant Committee (“Grant Committee”) and provide the basic
guidelines and operational procedures for said Committee and its officers, including those related to the allocation of
funds and the processes for reviewing and ranking applications and awarding grants.

The Committee adopted a Capital Grants Program on May 18, 2016 which defined, among other things, the
parameters of the capital award process and procedures for applicants, and criteria and timeline for awards.

Fiscal Year 2018/2019 Funding

Pursuant to Vernon Municipal Code Section 2.164, the City Council may appropriate funds to the VCF. Through the
normal budgetary process, City Council authorized an amount of $1,000,000 to the VCF for fiscal year 2018/2019.
The Grant Committee is required to allocate funds for fiscal year 2018/2019 in accordance with the following formula:

1) Administrative Costs shall be determined for the fiscal year and the amount shall be allocated for payment from
funds appropriated to the VCF.
2) After Administrative Costs, no less than 25% of funds available in any fiscal year shall be awarded to proposals
to expend funds on capital projects with a projected useful life of 10 years or more.
3) The remainder of available funds in any fiscal year may be awarded to proposals to expend funds on direct
services and/or scholarship grants. No single grant of this type shall be in an amount more than $250,000.

In consideration of Administrative Costs of $174,500, the 25% allocation reserved for capital project funding in FY
2018/2019 equates to $206,375, with the remaining amount of VCF funds available for award to proposals for direct
services and/or scholarship grants totaling $619,125. As such, JRG and City staff recommend that three (3) capital
grants be awarded in the amounts specified in this staff report for a total amount of $206,000.

Criteria for Ranking Grant Proposals

Pursuant to Vernon Municipal Code Section 2.166, no grant shall be awarded unless doing so serves a municipal
purpose of the City, and the Executive Director and Grant Committee must rank all proposals from eligible applicants
using the following factors:

1) The extent to which the funds will promote the health, safety, and welfare of persons residing or working within
the Vernon Area.
2) The benefit anticipated to accrue to the Vernon Area.
3) The extent to which the public will appreciate that the benefits of the proposed actions were a direct result of the
funding provided by the City of Vernon.
4) Evidence that the funds will be used by an organization with sufficient capacity to do the work, and will be used
effectively and without inefficiencies, waste or fraud.
5) For proposals for capital projects, the ability and commitment to fund the maintenance and repair of the project
over the long term.

FY 2018/2019 Capital Grant Applications
FY 2018/2019 capital grant information is summarized in the Capital Grant Review Committee Transmittal Report attached hereto as Attachment 1.

As previously indicated, the VCF capital grant docket for FY 2018/2019 contains three (3) applications for review, deliberation, and award by the Grant Committee. All applicants meet the eligibility requirements set forth in Section 2.165 of the Vernon Municipal Code and all applications were thoroughly vetted by JRG and City staff using the aforementioned ranking criteria.

Based on the application criteria, JRG’s due diligence findings, and the amount of funding available, the total amount of grant funding recommended for the Fiscal Year 2018/2019 capital grant docket is $206,000.

JRG staff has prepared a written summary for each grant application describing its merits and potential risks, which is attached hereto as Attachment 2. These materials and recommendations are to be used only as guiding documents for the Grant Committee’s deliberation. The Grant Committee is expected to debate the content of each application at its May 15, 2019 meeting. The full applications are publicly available and can be accessed at the City Clerk’s Office at Vernon City Hall, or via the City’s website www.CityofVernon.org wherein FY 2018/2019 capital grant applicant information is posted online in “Public Meetings” under the “Vernon CommUNITY Fund Grant Committee (VCFG C)” link.

Grant Agreement

Upon award of capital grants by the Grant Committee, each grant recipient shall be required to execute a Capital Grant Agreement in substantially the same form as attached hereto as Attachment 3. The Grant Agreement sets forth the terms and conditions of the grant, including the amount and purpose(s) of the grant, written reporting requirements, the return of any unused portion, and requirements respecting the use of the VCF logo.

Fiscal Impact:
The Fiscal Year 2018/2019 total recommended capital grant award amount of $206,000 is included in the 2018/2019 City Budget and complies with the yearly VCF allocation percentage for capital grants.

ATTACHMENTS

- 1. FY 2018/2019 Transmittal Report for Capital Grants
- 2. FY 2018/2019 Capital Grant Recommendation Summary Forms
- 3. VCF Capital Grant Form Agreement
## Current Cycle: Fiscal Year 2018-2019

<table>
<thead>
<tr>
<th>Capital Grants</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Grant Budget – Current Cycle</td>
<td>$206,375.00</td>
</tr>
<tr>
<td>Total $ Amount of Grant Requests</td>
<td>$400,000</td>
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<tr>
<td>Total # Recommended Grants</td>
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### Summary of Recommended Grants

<table>
<thead>
<tr>
<th>ORGANIZATION</th>
<th>REQUESTED AMOUNT</th>
<th>RECOMMENDED AMOUNT</th>
<th>COMMUNITIES SERVED</th>
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<tbody>
<tr>
<td>California Children’s Academy</td>
<td>$50,000</td>
<td>$50,000</td>
<td>Bell, Boyle Heights, Commerce, Huntington Park, Maywood, Vernon, Unincorporated East Los Angeles</td>
</tr>
<tr>
<td>Clinica Romero</td>
<td>$150,000</td>
<td>$66,000</td>
<td>Boyle Heights</td>
</tr>
<tr>
<td>InnerCity Struggle</td>
<td>$200,000</td>
<td>$90,000</td>
<td>Boyle Heights, Unincorporated East Los Angeles</td>
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<tr>
<td><strong>TOTAL RECOMMENDED AMOUNT</strong></td>
<td></td>
<td><strong>$206,000</strong></td>
<td></td>
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</table>
**General Applicant Information**

<table>
<thead>
<tr>
<th>Applicant Organization:</th>
<th>California Children's Academy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Organization:</td>
<td>NON PROFIT, EARLY CHILDHOOD EDUCATION</td>
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<tr>
<td>Year Founded:</td>
<td>1971</td>
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<tr>
<td>Amount Requested:</td>
<td>$50,000</td>
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<td>Recommended Amount:</td>
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<td>Total Project Amount:</td>
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<td>Estimated Useful Lifespan:</td>
<td>10-15 yrs</td>
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</table>

**Brief Narrative description of the applicant**

The California Children's Academy (CCA) was established in 1971 as a 501(c)(3) organization with a mission to provide high quality early childhood care and education primarily to support working parents of very young children. The organization is governed by a xx member Board of Directors and operates ... The organization serves over 700 children a day at 15 early education centers throughout Los Angeles County. Primarily funded through the CA Department of Education, eligibility includes both income and needs requirements. The program provides 80% of a child’s daily nutritional needs, parent education and referrals for supportive services and career development for parents to become employed and certified in early childhood education services.

California Children’s Academy has successfully implemented two prior general operating grants from VCF to support their work and better maintain facilities.

**Applicant strengths:**

California Children's Academy received a score of 90 out of 100 on the internal scoring sheet used to evaluate capital campaign applicants. They are known and have a successful track record with VCF; The proposed renovations respond to a community need of providing a safe and comfortable environments for children and staff. In addition CCA has:
- An established presence of 45+ years in the Boyle Heights area;
- Employs a work force of 20+ employees;
- Addresses affordability in early childhood education and day care for low-income workers.
### Proposal Details

#### Brief Description of the proposal

The Lucy Rivera Early Learning Center is located in Boyle Heights and serves families from several communities within the Vernon CommUNITY Fund geographic boundaries. Currently there are nine HVAC roof units that are over 30-years old servicing the building. These units require frequent maintenance and repairs however replacement parts are no longer available. In the past children had to be sent home with units overheated. By replacing the old units with energy efficient and environmentally friendly units, energy costs will be reduced and a reliable temperature-controlled environment maintained for infants, children and adults. The cost to purchase and install the nine units is $47,500 and a small contingency is included along with $600 to reimburse the organization for the JRG requested asbestos abatement inspection.

#### Proposed Project Timeline:

Renovation of HVAC system is proposed to commence in July 2019 and conclude no later than September 2019.

#### Beneficiaries and/or potential impact on the non-profit/governmental landscape:

Beneficiaries of the services provided by the California Children’s Academy are many as they address the nationwide gap of affordable and quality childcare service provision needed by low-income families. Locally-based residents (more than 20) are employed by CCA as well.

---

### Staff Analysis

#### How does the proposal align with the goals of the Fund?

The proposal is well-aligned with the goals of the fund, as the organization aims to:

1) Strengthen and support non-profit organizations that benefit resident and neighborhoods

2) Encourage and inspire positive social development in Vernon and neighboring communities

3) Promotes positive social developments of children, youth, families and senior resident in Vernon and surrounding areas

4) To support and assist organizations that expand opportunities for training and development of residents for potential employment in businesses located in Vernon and surrounding communities
Summarized Notes:
See attached site visit details

Are there any activities planned to acknowledge VCF as a funder of this project/program/organization?
The CA Children’s Academy recognizes Vernon CommUNITY Fund as a donor in its annual report.

Funding Recommendation

<table>
<thead>
<tr>
<th>Fund this proposal?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

Recommended Amount: $50,000

Suggested revision(s) to proposal/fund amount, if applicable:
None.

Staff reviewer: Fran Jemmott

Signed: [Signature]
Date: 4/23/2019
**General Applicant Information**

<table>
<thead>
<tr>
<th>Applicant Organization:</th>
<th>Clinica Mr. Oscar A. Romero</th>
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<tbody>
<tr>
<td>Type of Organization:</td>
<td>Community-based (Health/Human Services)</td>
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<tr>
<td>Year Founded:</td>
<td>1983</td>
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<td>Amount Requested:</td>
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**Brief Narrative description of the applicant**

Clinica Oscar Romero was established in 1983 with a mission to: "Provide quality, affordable, and culturally sensitive healthcare and other services to the uninsured, insured, and under-served communities of greater Los Angeles regardless of ability to pay. The organization is governed by a 9 member board of directors, 5 of whom are designated as users (low-income) in accordance with federal policy. La Clinica operates two sites, one in Pico Union and the other in Boyle Heights. The Boyle Heights site provides primary care and preventative care services including medical, dental and vision, chronic disease management; women’s and children’s programs, an on-site Pharmacy and behavioral health and substance abuse treatment programs. More, a Homeless care program (in partnership with St. Francis homeless shelter) is also provided. The Boyle Heights site. Service Planning Area 4 (LA County) has high rates of poverty, food insecurity, and significant populations of adults and children with no regular source of health care. In 2016 the Boyle Heights site served over 4000 patients.

**Applicant strengths:**

**Primary strengths of Clinica Romero include:**

- Federally Qualified Health Center and non-profit serving some of the most vulnerable populations in the nation
- A longstanding presence of 36 years in East Los Angeles cities providing linguistic and culturally competent care;
- Strong consumer participation on the board;
- Successfully raised capital funds of $1,250,000 from the US Department of Health and Human Services, the California Community Foundation and the Rose Hills Foundation;
Proposal Details

**Brief Description of the proposal**

A $65,000 contribution to the capital campaign by VCF will support outcomes to include increased patient visits from 4000 to 5329 with 1567 unduplicated patients; a dental chair to increase dental services to 1.7 FTE; increasing medical rooms from 9 to 12 for primary care; two large patient innovation centers for shared medical visits, support groups, patient education expected to increase self-efficacy and patient satisfaction. Other improvements include moving the laboratory next to the pharmacy, updating front doors for better access for elderly patients and those with mobility challenges. Importantly the improvements in patient waiting and medical service areas will assure that CMOAR will be compliant with California licensure requirements for accessible rest rooms to the waiting areas of the clinic.

**Proposed Project Timeline:**

Renovations are expected to be completed by July 2019. The remaining project costs of $525,000 will be fulfilled through grants and obtaining a line of credit for funds not yet raised.

**Beneficiaries and/or potential impact on the non-profit/governmental landscape:**

Over 200 people or 1567 patient visits will directly benefit from contributions to Clinica Oscar Romero.

---

Staff Analysis

**How does the proposal align with the goals of the Fund?**

The proposal is well-aligned with the goals of the fund in the internal and external structural improvement will:

1) Strengthen and support non-profit organizations that benefit resident and neighborhoods
2) Improve the built environment of Vernon and nearby communities
3) Encourage and inspire positive social development in Vernon and neighboring communities
4) Promotes positive social developments of children, youth, families and senior resident in Vernon and surrounding areas
Summarized Notes:

Refer to site visit details

Are there any activities planned to acknowledge VCF as a funder of this project/program/organization?

Clinica Oscar Romero acknowledges donors in its annual report.

Funding Recommendation

Fund this proposal? [✓] Yes [ ] No

Recommended Amount: $66,000

Suggested revision(s) to proposal/fund amount, if applicable:

Staff reviewer: Fran Jemmott
Signed: [Signature]
Date: 4/23/2019
General Applicant Information

<table>
<thead>
<tr>
<th>Applicant Organization:</th>
<th>InnerCity Struggle</th>
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</thead>
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<tr>
<td>Type of Organization:</td>
<td>Civic (community-based)</td>
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<td>Estimated Useful Lifespan:</td>
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</table>

Brief Narrative description of the applicant

InnerCity Struggle is a 501(c)(3) organization established in 1994 and governed by a nine-member Board of Directors. Initially, the organization was formed in response to a community crisis that included crime and violence in neighborhoods. Research into root causes identified aggressive policing of youth and immigrants, lack of services and severe cuts to public education at the high school level. Founders sought alternatives that included investments in grassroots leadership and community empowerment that challenged LAUSD and resulted in the building of three new high schools, a new elementary school and an adult school—the first new schools built in over 85 years. The organization is now a multi-issue advocacy and service provider working in collaboration with other community based organizations, local government and private funders to assure a cradle-to-college pipeline of family and youth support services with significant impact.

Applicant strengths:

The organization strengths are many. A few of which include:

-- 25 years of experience in building campaigns that address economic inequality, social justice reform, healthcare, and educational equity
-- Movement/campaigns employ participatory approaches, of which empower the community members/residents of the unincorporated East Los Angeles, Boyle Heights, Lincoln Heights, and El Sereno.
-- A funding portfolio of diverse revenue streams and effective fund management
-- Strong visibility and connection to the civic infrastructure of the City of Los Angeles as well as the County
-- Successful management of previous Vernon CommUNITY funds
-- Successful capital campaign that raised $3,534,891 from external sources and $600,00 internally
-- Minutes of board meetings showed consistent support for the acquisition of property and new building construction
## Brief Description of the proposal

InnerCity Struggle (ICS) requested $200,000 to support their Youth and Community Center which will also serve as a permanent headquarters for the organization. Grand Opening is scheduled for May 28, 2019. Funding exists to complete construction including a $1.5 million mortgage. The VCF grant would provide surfacing of the parking area, permanent gates, and walkway paving on the exterior of the building. VCF would be also be used for interior work including plumbing fixtures, lighting, electrical receptacles and AV controls. Funds for stackable work tables and chairs, window coverings, automated AV controls and security cameras are also included in the $88,000 recommended amount. This proposed contribution supports program activities and provides earned income for the organization for space rentals.

## Proposed Project Timeline:

The project has proceeded in a timely manner since 2016 when the property was originally purchased. The updated project schedule submitted on 4/12 indicated that power had been connected to permit installation of the elevator and HVAC system. The engineer conducting the site visit with JRG, met with the Project Manager for ICS, the Executive Director, and Contractor to review progress and believes the anticipated completion dates are reasonable.

## Beneficiaries and/or potential impact on the non-profit/governmental landscape:

The completed project will assist ICS in serving 1200 youth and family members and optimize the impact of established programs transforming education and opportunity for high need youth and their families in Boyle Heights, unincorporated East Los Angeles and the larger Eastside communities.

## Staff Analysis

How does the proposal align with the goals of the Fund?

The proposal is well-aligned with the goals of the fund, as the prospective ICS Community Center aims to:

1) Strengthen and support non-profit organizations that benefit resident and neighborhoods
2) Improve the built environment of Vernon and nearby communities
3) Encourage and inspire positive social development in Vernon and neighboring communities
4) Promotes positive social developments of children, youth, families and senior resident in Vernon and surrounding areas
5) Promotes effective and responsible leadership at every level of society
Summarized Notes:
See pictures attached.

Are there any activities planned to acknowledge VCF as a funder of this project/program/organization?
A request to have a plaque recognizing the Vernon CommUNITY Fund along with other funders has been requested. Typically, the organization recognizes funding partners that contribute at or above the $100,000 mark.

Funding Recommendation

<table>
<thead>
<tr>
<th>Fund this proposal?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recommended Amount</td>
<td>$90,000</td>
<td></td>
</tr>
</tbody>
</table>

Suggested revision(s) to proposal/fund amount, if applicable:

Given the number of requests for Capital Grants, the recommendation to divide the $206,000 in a manner that supports the work of those organizations that ranked highly on score sheets. This recommendation gets this applicant closer to the $100,000 that they agreed would be most helpful. Finishes, including furniture and equipment, could be acquired through donations or small grant requests to corporate donors.

Staff reviewer: Fran Jemmott

Signed:  
Date: 04/23/2019
CAPITAL GRANT AGREEMENT BETWEEN THE VERNON COMMUNITY FUND AND [INSERT GRANTEE RECIPIENT NAME] FOR [INSERT BRIEF DESCRIPTION OF PROJECT]

This capital grant agreement (“Agreement”) is made and entered into on this ___ day of ______, 20___ (the “Effective Date”) by the Vernon CommUNITY Fund (“Grantor”), and [Insert Organization Name] (”Grantee”).

Grantor and Grantee agree to the following terms and conditions of the grant:

1. The “Grant” Defined:

   a) The Grant shall be available to Grantee in two parts:

      i) In Vernon’s fiscal year [insert year], Grantee may receive, pursuant to the procedure set forth in Section 3(d) of this Agreement, the Grant up to a maximum amount of $[insert amount] (the “FY [insert year] Grant Amount”).

      ii) In Vernon’s fiscal year [insert year], Grantee may receive, pursuant to the procedure set forth in Section 4(d) of this Agreement, the Grant up to a maximum amount of $[insert amount] (the “FY [insert year] Grant Amount”).

   b) Prior to Grantor’s disbursement of and as a condition of Grantee’s receipt of any Grant funds, Grantee shall submit proof of approval, including but not limited to approvals under the California Environmental Quality Act (“CEQA”), by the City of Los Angeles and by any other applicable public agencies for any construction work to be completed with any Grant funds. For the avoidance of any doubt, the City of Vernon and/or the Vernon CommUNITY Fund shall not be a “lead agency” for purposes of CEQA and shall not be liable for determination of CEQA applicability to the Project or for initiating or completing any study, report, or negative declaration with respect to the Project.

   c) All Grant funds must be applied to the “Project”, as defined in Section 3 of this Agreement.

   d) No unused amount of the FY [insert year] Grant Amount may be “rolled over” to FY [insert year]. No unused amount of the FY [insert year] Grant Amount may be “rolled over” to a subsequent fiscal year.

   e) The last day that Grantee may request Grant funds in Vernon’s fiscal year [insert year] is [insert date], after which date, any remaining funds in the FY [insert year] Grant
Amount shall be deemed forfeited by the Grantee.

f) The last day that Grantee may request Grant funds in Grantor’s fiscal year [insert year] is [insert date], after which date, any remaining funds in the FY [insert year] Grant Amount shall be deemed forfeited by Grantee.

g) Under no circumstances shall the amount of money paid by Grantor to Grantee under this Agreement exceed $[insert amount] during this term of this Agreement.

h) Each installment of the Grant funds must be approved by City Council prior to disbursement.

2. The “Project” Defined:

a) Grantee can utilize Grant funds solely for actions listed in this Section 2 (which actions shall be known as the “Project”). If the maximum amount of the Grant is insufficient to complete the Project, Grantee will timely complete the Project with its own funds or with funds that it is able to secure from source(s) other than the Grant.

b) Grantee shall undertake the activities described in its Workplan (Exhibit 1) and Budget (Exhibit 2), or subsequent updates thereof to be approved by Grantor. The Project shall include only the following:

i) [Include brief description of Grantee’s overall mission and the project to be completed]

ii) Funds shall be maintained in an account separate from the organization’s operating funds and restricted to use for the following Project related costs:

   (1) renovations or purchase of physical property;

   (2) design, plans, and plan approval fees;

   (3) consultant support to review and assist the organization in drafting and reviewing RFP and RFQ documents for prospective contractors and vendors;

   (4) demolition, construction, interior design, repairs, and renovation;

   (5) purchase or long term lease of equipment.

iii) Funds shall not be used for Grantee’s:

   (1) payroll and wages;

   (2) maintenance;
3. **Grantee’s duties:**

   a) **Grantee as Project Manager.** Grantee or its designee shall be the project manager of the Project and ensure that the Project is completed with due diligence. In its role as project manager, Grantee may contract with third parties to complete the Project, subject to Section 3(j) of this Agreement.

   b) **Project Commencement.** Grantee shall commence work on Phase 1 of the Project no later than thirty (30) days from receipt of the fully executed grant agreement and initial payment from Grantor. If work on the Project is not commenced by that date, Grantee must submit a letter to Grantor describing steps taken to commence work on the Project, reasons for delay, and the expected Project commencement date. If work on the Project is not commenced within sixty (60) days of the date of this Agreement, Grantee must submit a second letter explaining the additional delay in implementation. Grantor may, after reviewing the circumstances, consider Grantee in default in accordance with Section 4(c) and may terminate the Agreement in accordance with Section 4(b).

   c) **Reports.** Grantee shall submit written reports to Grantor as follows: (a) a narrative report describing in detail the use of the Grant funds, compliance with the terms of the Grant and the progress made toward achieving the purposes of the Grant (b) a financial report detailing all expenditures resulting from the Grant; (c) a copy of materials (if applicable) produced as part of the Grant; and (d) a report on accountability measures to be undertaken to assure competent stewardship of Grant funds.

      The schedule for such reports shall be:
      
      - FY [insert year] Grant Amount Interim Report: [insert date]
      - FY [insert year] Grant Amount Final Report: [insert date]
      - FY [insert year] Grant Amount Interim Reports: [insert date] and [insert date]
      - FY [insert year] Grant Amount Final Report: Within thirty (30) days of completion of the Project and no later than [insert date].

   d) **Payment Procedure.** In order to receive Grant funds, Grantee shall submit a Phase Budget Request as described below:

      i) **Phase Budget Request.** Grantee shall request Grant funds in bulk by submitting to Grantor an internally approved itemized budget for each phase of the Project (each, a “Phase Budget”) up to the limits set forth in Section 1(a). Approval, partial approval or denial by Grantor shall be provided within thirty (30) days of receipt, and any denial or partial approval shall provide a written specification of any deficiency.

      (1) **Contingency Fund Request.** Between submission of Phase Budgets, if Grantee requires additional Grant funds, then, subject to availability as prescribed in Section 2(a), Grantee may complete and submit to Grantor a
Prescribed Requisition Form (sample Prescribed Requisition Form appears as Exhibit 4 hereto) showing that the requested funds: (1) have been incurred or approved by Grantee; and (2) are necessary and reasonable to further the Project. With the written request, where applicable, Grantee shall provide a copy of third party quotes documenting the anticipated cost of goods or services required. Grantor shall approve the individual request if it is complete and if it is consistent with the scope of the Project. Approval, partial approval or denial shall be provided within thirty (30) days of receipt, and any denial or partial approval shall provide a written specification of any deficiency.

ii) Disbursement of Funds. All funds shall be disbursed only to Grantee, either as reimbursement or advancement, consistent with the aforementioned payment procedures. No funds shall be disbursed by Grantor directly to any third party on behalf of Grantee.

e) Cost Overruns. Grantee shall be solely responsible for Project cost overruns and for any actions it takes or costs that it incurs for actions that are not within the scope of the Project. Notwithstanding any other provision in this Grant to the contrary, under no circumstances will the total money that may be disbursed to Grantee during the term of this Agreement exceed $[insert amount of grant award].

f) Demonstrated Financial Ability. Grantee must demonstrate financial resources sufficient to support the Project on an ongoing basis throughout its useful life. In addition, Grantee must provide a projected plan of operations for the upcoming five fiscal years. Funding will not be granted unless Grantee can assure Grantor that Grantee has the financial ability to maintain the Project for at least five years.

g) Licensing and Credentials. Grantee hereby agrees to maintain, in full force and effect, all required governmental permits, or professional licenses and credentials for itself, its facilities and liability, auto and workers compensation insurance for its employees and all other persons engaged in work and/or sponsored activities in connection with this Agreement, as required by Grantor.

h) Promotion and Publicity. Recognition of the grant brings valuable attention to the mission and activities of both Grantee and Grantor. Grantee agrees that Grantor may include information regarding Grantee and/or this grant, including the amount and purpose of the grant, any photographs or materials Grantee has provided for promotional purposes, Grantee’s logo or trademark, and/or other information or materials about Grantee’s organization and activities, in Grantor’s periodic public reports, newsletters, events, and media releases. Grantee may, subject to Grantor’s right of approval in its reasonable discretion, promote Grantor and/or this grant by:

1. Reporting on the partnership with Grantor in Grantee’s communication materials, including but not limited to, newsletters, events, media interviews, website posts, and promotional e-mails;
2. Assisting Grantor on cross-promotional events and endeavors. Grantor must review and approve all materials (including website postings) that use its name or
i) **Organization and Staff Changes.** Grantee agrees to provide immediate written notice to Grantor if significant changes or events occur during the term of this Agreement which could potentially impact the progress or outcome of the Project, including, without limitation, changes in: (a) Grantee’s executive staff or key staff responsible for achieving the Grant purposes or (b) losses in funding other than the Grant. In the event that Grantee ceases its operations, Grantee shall transfer, assign and deliver title and physical possession of any and all property purchased with the Grant funds to Grantor.

j) **Competitive Bidding or Selection.** Grantee shall bear the burden and submit proof that it is in compliance with any applicable competitive bidding and competitive selection requirements. Grantee shall submit proof it is in compliance with applicable requirements prior to Grantor’s disbursement of any Grant funds.

k) **Subcontracts, Successors and Assignments.** Grantee shall not enter into any subcontracts for any of the Project activities required by this Agreement without Grantor’s prior written consent. Grantee shall require any subcontracts to comply in writing with the terms and conditions of this Agreement and provide the same assurances as Grantee must in its use of the Grant funds. Grantor’s consent to any subcontract shall not relieve Grantee of any of its duties or obligations under this Agreement.

i) This Agreement shall be binding upon and inure to the benefit of Grantor, Grantee, and their respective successors and assigns, except that Grantee may not assign or transfer its rights or obligations hereunder or any interest herein without the prior consent in writing of Grantor.

4. **General Provisions**

a) **Audit.** Grantor shall have the right to conduct a financial and compliance audit of Grantee at any time upon reasonable written notice to Grantee. Grantee shall maintain Project-related records for at least three (3) years from the Effective Date of this Agreement and shall make such records promptly accessible to Grantor upon its request.

b) **Termination of Agreement.** Unless terminated earlier pursuant to the default provisions below, the Agreement shall terminate, and any duties Grantor may have to Grantee under this Agreement shall terminate upon the earlier to occur of: (1) three years from the Effective Date of this Agreement; (2) complete disbursement by Grantor of the maximum amount of the Grant funds; or (3) issuance of a certificate of completion of the Project by the applicable local governmental or regulatory authority.

c) **Default.** A default under this Agreement shall exist upon the occurrence of any of the following events:
i) Either party fails to perform, observe or discharge any of its covenants, agreements or obligations contained herein or in any exhibit attached hereto; or

ii) Any representation, warranty or statement made by Grantee herein or in any documents or reports relied upon by Grantor to measure progress on the Project, the expenditure of Grant moneys or the performance by Grantee is untrue in any material respect when made; or

iii) Grantee (a) applies for or consents to the appointment of, or the taking of possession by, a receiver, custodian, trustee, or liquidator of itself or of substantially all of its property, (b) admits in writing to its inability, or is generally unable, to pay its debts as they become due, (c) makes a general assignment for the benefit of its creditors, (d) is adjudicated a bankrupt or insolvent, (e) commences a voluntary case under the Federal Bankruptcy Code (as now or hereafter in effect), (f) files a petition seeking to take advantage of any other law relating to bankruptcy, insolvency, reorganization, winding-up, or composition or adjustment of debts, (g) fails to controvert in a timely and appropriate manner, or acquiesces in writing to, any petition filed against it in an involuntary case under the Bankruptcy Code, or (h) takes any action for the purpose of effecting any of the foregoing.

d) Remedies upon Default. If Grantee’s default is not cured within fifteen (15) days of written notice thereof to Grantor or such longer period as Grantor may authorize in its sole discretion, Grantor may pursue any remedies available under this Agreement, at law or in equity. Such remedies include, but are not limited to, termination of this Agreement, return of all or a portion of the Grant funds paid to Grantee or turnover of title and physical possession of property purchased with Grant funds, payment of interest earned on the Grant funds. If, as a result of Grantee’s default, Grantor demands return of all or a portion of the Grant funds and/or payment of interest earned on the Grant funds, Grantee may, at Grantee’s option, satisfy such demand by paying to Grantor the amount demanded or permitting Grantor to recover the amount by deducting that amount from future payments to Grantee from Grantor. If Grantee fails to repay the amount demanded within fifteen (15) days of the demand, Grantee shall be deemed to have elected the deduction option and Grantor may deduct the amount demanded from any future payment from Grantor to Grantee, including but not limited to, any payment to Grantee from Grantor under this Agreement and any payment to Grantee from Grantor under any other contract or agreement, present or future, between Grantee and Grantor.

e) Indemnity and Insurance. Neither party shall be required to indemnify the other except to the extent that liability is allocated pursuant to a court of law, arbitration or other dispute resolution process. Grantee shall determine its own needs in procurement of insurance to cover potential liabilities. Grantor will not defend or indemnify Grantee should Grantee be sued for any reason.

f) Expenditure of Grant Funds. Any funds not expended in accordance with the terms of this Grant Agreement must be returned to Grantor. Grantee shall not use any portion
of the funds granted herein to engage in any grassroots campaign for public office, nor to fund union activity.

g) In writing. All notices, bills, invoices, consents and other communications between the parties shall be in writing, and shall be sent by certified mail (return receipt requested) or other delivery service which provides evidence of delivery, using the following addresses:

Grantee: [Insert contact information]

Grantor: Vernon CommUNITY Fund
Attention: Carlos R. Fandino, Jr. City Administrator
4305 Santa Fe Avenue
Vernon, CA 90058

Mailed notices shall be deemed communicated as of the day of receipt.

h) No Joint Venture or other Relationship. Grantee has determined to undertake the Project at its sole cost and risk, and to assume all liability for any and all costs above the amount of the Grant. This Agreement does not create a partnership, or a joint venture, or any business relationship between Grantee and Grantor, and it does not create an obligation for Grantor to refund or reimburse any costs incurred by Grantee beyond the maximum Grant amounts set forth in Section 1(a). Grantee understands and agrees that it is a grantee of Grantor and not an employee, agent, consultant or independent contractor of Grantor, and that Grantee is not providing services for or on behalf of Grantor.

i) Binding Nature and Assignment. This agreement shall be binding upon and inure to the benefit of Grantor, Grantee, and their respective successors and assigns, except that Grantee may not assign or transfer its rights or obligations hereunder or any interest herein without the prior consent in writing of Grantor.

j) Entire Agreement. This Grant Agreement represents the entire integrated agreement between Grantee and Grantor, and supersedes all prior negotiations, representations or agreements, either written or oral.

k) No Implied Waiver, Cumulative Remedies. The failure of Grantor to exercise, and any delay in exercising any right, power, or privilege under this Agreement shall not operate as a waiver thereof, nor shall any single or partial exercise of any right, power, or privilege under this Agreement preclude any other or further exercise thereof or the exercise of any other such right, power, or privilege. The remedies provided herein are cumulative and not exclusive of any remedies provided by law.

l) Amendment to Grant Agreement. No portion of this Grant Agreement may be waived, altered, modified, supplemented, or amended except by a written instrument signed by both Grantee and Grantor.
m) **Governing Law.** The rights, obligations, duties and liabilities of the parties to this Grant and the interpretation of this Agreement shall be governed by California law, without regard to California’s laws regarding choice of applicable law.

n) **Venue and Jurisdiction.** For all court proceedings relating to this Grant, venue shall be proper in Los Angeles County.

o) **Voluntary Agreement.** The Parties hereto, and each of them, represent and declare that they have carefully read this Grant Agreement and know the contents thereof and have been advised by their own counsel or had the opportunity to do so, and that each has signed this Grant freely and voluntarily. As such, the Parties agree that the normal rule of construing an agreement against the drafter of the document shall not apply here.

p) **Headings.** The section headings in this Agreement are included for convenience only, do not give full notice of the terms of any portion of this Agreement and are not relevant to the interpretation of any provision of this Agreement.

q) **Counterparts.** This Agreement may be executed in counterpart originals, duplicate originals, or both, each of which is deemed to be an original for all purposes.

r) **Severability.** If any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular term or provision held to be invalid.

s) **No Third Party Beneficiaries.** Grantor and Grantee are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons.

t) **Attorney Fees.** In the event of any action to enforce rights under this Agreement, the prevailing party shall be entitled its costs and expenses, including reasonable attorney’s fees, incurred in connection with such action.

[Signatures Begin on Next Page].
IN WITNESS WHEREOF, the Parties have signed this Grant Agreement as of the date stated in the introductory clause.

City of Vernon, a California charter city and California municipal corporation

By: ____________________________
Carlos R. Fandino, Jr.
City Administrator

[Insert Grantee Name], a California corporation

By: ____________________________
Name: ____________________________
Title: ____________________________

ATTEST:

________________________________________
Maria E. Ayala, City Clerk

APPROVED AS TO FORM:

______________________________
Hema Patel, City Attorney
EXHIBIT 1

WORKPLAN
EXHIBIT 2

PHASE BUDGETS
EXHIBIT 3

SAMPLE PRESCRIBED REQUISITION
Between submission of Phase Budgets, if Grantee requires additional Grant funds, then, subject to availability as prescribed in Section 2(a), Grantee may complete and submit to Grantor a Prescribed Requisition Form showing that the requested funds: (1) have been incurred or approved by Grantee; and (2) are necessary and reasonable to further the Project. With the written request, where applicable, Grantee shall provide a copy of third party quotes documenting the anticipated cost of goods or services required. Grantor shall approve the individual request if it is complete and if it is consistent with the scope of the Project. Approval, partial approval or denial shall be provided within thirty (30) days of receipt, and any denial or partial approval shall provide a written specification of any deficiency. Notwithstanding any other provision in the Grant Agreement to the contrary, under no circumstances will the total money that may be disbursed to Grantee during the term of the Agreement exceed $[insert amount of grant award].

[A sample letter can be found on the next page.]
Date: [Insert date]
To: Carlos R. Fandino, Jr., City Administrator
From: [Organization name and Grantee contact]
Subject: Request for Additional Funds

As per Section 3(d)(i)(1) of the Vernon CommUNITY Fund Capital Grant Agreement, [Grantee] requests funding in the amount of [insert amount] for the purpose of [description].

The following expenses have been incurred or approved by Grantee and are necessary and reasonable to further the Project.

[Itemize activities/expenses incurred for project]

[Grantee] understands that approval, partial approval, or denial shall be provided within thirty (30) days of receipt of this request.

If you have any questions, please contact [name] at [contact information].

[Grantee]
By: ______________________

City of Vernon
By: ______________________

Requisition # [insert number]
SUBJECT
Award of Fiscal Year 2018/2019 Vernon CommUNITY Fund Scholarship Grants

Recommendation:
A. Find that the award of the grants proposed in this staff report is exempt under the California Environmental Quality Act (“CEQA”) because it is a government fiscal activity that will not result in direct or indirect physical changes in the environment, and therefore does not constitute a “project” as defined by CEQA Guidelines section 15378. And even if such action were a “project,” it would be exempt from CEQA review in accordance with Section 15061(b)(3), the general rule that CEQA only applies to projects that may have an effect on the environment; and

B. Award Fiscal Year 2018/2019 scholarship grants totaling $20,000 to the seven (7) applicants identified below at the amounts recommended:

1) Applicant: #3 - Yani Martinez
   Amount: $2,000
   School: Huntington Park Institute of Applied Medicine (HPIAM) Marquez High School
   Resident City: Huntington Park

2) Applicant: #8 - Nayeli Jimenez Alvarado
   Amount: $5,000
   School: Garfield High School
   Resident City: East Los Angeles

3) Applicant: #9 - Kimberly Robles
   Amount: $2,000
   School: Garfield High School
   Resident City: East Los Angeles

4) Applicant: #18 - Valeria Valencia
   Amount: $2,000
   School: LIBRA Academy Marquez High School
   Resident City: Huntington Park

5) Applicant: #19 - Arianna Romero
   Amount: $2,000
   School: Mendez High School
   Resident City: East Los Angeles
Background:
As one of the key elements of the City’s good governance reforms, the City Council created the Vernon CommUNITY Fund (“VCF”) to provide grants to charitable and governmental entities for projects and programs that benefit those residing and working in Vernon. Given the exclusively industrial nature of Vernon, the City Council determined that the VCF was in the best interest of the City and its residents, businesses, and workers.

The City retained the services of Jemmott Rollins Group, Inc. (“JRG”) to provide consultation, guidance, research and specialized administrative support services to the City Administrator and City staff related to the VCF. JRG has extensive experience in non-profit grant-making and grants management and specialized knowledge of ethics and principles governing the grant-making process.

On February 4, 2014, the City Council adopted Ordinance No. 1218, as amended by Ordinances No. 1238 and No. 1257 to establish the Vernon CommUNITY Fund Grant Committee (“Grant Committee”) and provide the basic guidelines and operational procedures for said Committee and its officers, including those related to the allocation of funds and the processes for reviewing and ranking applications and awarding grants.

At its November 8, 2017 meeting, the VCF Grant Committee agreed to proceed with a VCF Pilot Scholarship Program, as per the recommendation of the VCF Scholarship Subcommittee (the “Subcommittee”). Thereafter, the Subcommittee, City staff, and JRG convened to address program details, timeline, and administration of the program. The VCF Grant Committee approved an allocation in the amount of $20,000 toward the Pilot Scholarship Program and a Pilot Scholarship Program Timeline at their February 21, 2018 meeting. Working in alignment with the approved program timeline has allowed for adequate time to organize, plan, prepare, and gather necessary approvals for each phase of program progression; including an amendment to Article XX of the Vernon Municipal Code (specifically, Sections 2.165 and 2.166) to incorporate language that references the VCF scholarship program eligibility, selection criteria, and related VCF Scholarship Program Guidelines which were approved at the Grant Committee’s August 15, 2018 meeting. Subsequently, the VCF Scholarship Program Applicant Package was adopted at the Grant Committee's November 28, 2018 Grant Committee Meeting.

Fiscal Year 2018/2019 Funding

Pursuant to Vernon Municipal Code Section 2.164, the City Council may appropriate funds to the VCF. Through the normal budgetary process, City Council authorized an amount of $1,000,000 to the VCF for fiscal year 2018/2019. The Grant Committee is required to allocate funds for fiscal year 2018/2019 in accordance with the following formula:

1) Administrative Costs shall be determined for the fiscal year and the amount shall be allocated for payment from funds appropriated to the VCF.
2) After Administrative Costs, no less than 25% of funds available in any fiscal year shall be awarded to proposals to expend funds on capital projects with a projected useful life of 10 years or more.

3) The remainder of available funds in any fiscal year may be awarded to proposals to expend funds on direct services and/or scholarship grants. No single grant of this type shall be in an amount more than $250,000.

In consideration of Administrative Costs of $174,500 and the minimum required set aside for capital projects, the total maximum amount of grant funds available for award to proposals for direct services and/or scholarship grants during Fiscal Year 2018/2019 is $619,125. The VCF Grant Committee approved an allocation in the amount of $20,000 toward the Pilot Scholarship Program. As such, JRG and City staff recommend the Grant Committee award $20,000 in scholarship grants in the specified amounts to the individual students identified in this staff report.

Criteria for Ranking Scholarship Grant Applicants

Pursuant to Vernon Municipal Code Section 2.166, all eligible scholarship applicants must be ranked using the following factors:

Award Criteria (not in order of priority)

1. Financial need
2. Academic achievement
3. Community/extracurricular involvement
4. Leadership at school or in the community
5. Awards and recognition
6. Personal and/or family attributes, as demonstrated through scholarship application process

FY 2018/2019 Scholarship Grant Applications

As previously indicated, there are seven (7) FY 2018/2019 Scholarship grant candidates presented for review, deliberation, and award by the Grant Committee. All applicants meet the eligibility requirements set forth in Section 2.165 of the Vernon Municipal Code and all applications were thoroughly vetted by JRG and City staff using the aforementioned ranking criteria.

Based on the application criteria, due diligence findings, and the amount of funding available, the total amount of scholarship grant funding recommended for Fiscal Year 2018/2019 is $20,000.

Recommended scholarship recipient information is summarized in each evaluation form attached hereto as Attachment 1. These materials and recommendations are to be used only as guiding documents for the Grant Committee’s deliberation. The Grant Committee is expected to debate the content of each application at its May 15, 2019 meeting. The full applications are publicly available and can be accessed at the City Clerk’s Office at Vernon City Hall, or via the City’s website www.CityofVernon.org wherein Docket IV grant applicant information is posted online in “Public Meetings” under the “Vernon CommUNITY Fund Grant Committee (VCFGC)” link.

Fiscal Impact:
The Fiscal Year 2018/2019 total recommended scholarship grant award amount of $20,000 is included in the 2018/2019 City Budget and is within the recommended allocation of $20,000 for scholarship grants.

ATTACHMENTS

- 1. FY 2018/2019 VCF Scholarship Evaluation Summary Forms
Vernon CommUNITY Fund Scholarship Applicant Evaluation Form

Applicant: ______________________________________ GPA: _________________
School: ______________________________________ Resident City: _________________

The criteria below will be used to evaluate applicant:

- Financial need (30 points)
- Community/extracurricular involvement and leadership (30 points)
- Academic achievement (20 points)
- Awards and recognition (10 points)
- Personal and/or family attributes and values (10 points)

1. DEMONSTRATED FINANCIAL NEED (30 POINTS POSSIBLE)  SCORE  ____

The applicant has completed the Financial Analysis Summary to project their anticipated costs for their post-secondary educational pursuits. A VCF Scholarship may be awarded in a dollar amount that considers all financial aid being awarded to applicant and the total cost for their education. Total unmet financial need of applicant is $ ______________.

2. COMMUNITY INVOLVEMENT AND LEADERSHIP (30 POINTS POSSIBLE)  SCORE  ____

The Autobiographical Essay, Recommendation Forms (and letters if applicable), and Verification of Community Service Hours should collectively demonstrate the applicant’s personal motivation, influences, academic ability, and potential. Consideration should be given to the applicant’s unique situation and/or experience, career goals, and how receiving a scholarship will help the applicant. Recommendations should speak favorably to the applicant’s dependability, initiative, and maturity, and specify applicant’s talents and abilities, such as leadership, artistic abilities, excellence in athletics or extra-curricular activities, etc. Applicant should be viewed as capable of success in college. The applicant’s participation in events and/or activities (such as student body office, work experience, special family responsibilities and obligations, and/or community service) leading to the accumulation of knowledge, attitudes and skills needed in post-secondary education should be considered. The quality and quantity of such events in the life of the individual should be assessed.

3. ACADEMIC ACHIEVEMENT (20 POINTS POSSIBLE)  SCORE  ____

Transcript and report card should validate the applicant’s preparedness for post-secondary educational demands. Preparatory courses (e.g. algebra, biology, literature, composition, chemistry, history, government, foreign language) should be completed with passing grades (at a minimum). Through academics, the student should demonstrate their ability to be successful in their pursuit of a trade school/college education.
4. AWARDS AND RECOGNITION  (10 POINTS POSSIBLE)  SCORE  8  
If application indicates that the student has received awards and/or recognition during their high school 
career in academics and/or in extracurricular activities, this should be considered. Acknowledgement by 
others demonstrates how the candidate is regarded and validates their work ethic, spirit, abilities, 
maturity, and perseverance in efforts to excel.

5. PERSONAL AND/OR FAMILY ATTRIBUTES AND VALUES (10 POINTS POSSIBLE)  SCORE  9  
The Autobiographical Essay and Recommendation Forms (and letters if applicable) should convey the 
applicant’s distinguishable characteristics and values. The applicant’s ability to be successful in their 
prospective career will be based upon personal qualities demonstrated in their day-to-day 
school/work/volunteer activities. Qualities such as motivation, enthusiasm, dedication, and the desire to 
achieve a successful outcome in their chosen field of study should be assessed.

6. COMMENTS

Strong application overall. Student is in top 10% of class while involved with over 200 hours of volunteer 
work in field of interest and extracurricular activities. He demonstrated leadership while involved in band 
as co-Drum Major and leading member of his school’s Gay Straight Alliance Club. He has taken advantage 
of unique opportunities to volunteer at the prestigious LAC+USC Medical Center and was selected for a 
student exchange program in Japan. Recommendation letters spoke of his positive energy, leadership, 
dependability, work ethic, and encouraging, helpful nature. He included an engaging essay with his 
application that was personal and highlighted his motivation and drive to be successful. He has multiple 
interests and enjoys expanding his horizons, but his goal is to pursue a biochemistry degree. He has 
demonstrated his potential for great success in the future.

TOTAL SCORE  85

YES  ☑  NO  ☐

IF YES, INDICATE RECOMMENDED AWARD AMOUNT:  $ 2,000
Vernon CommUNITY Fund Scholarship Applicant Evaluation Form

Applicant: ______________________________________ GPA: _________________
School: ______________________________________ Resident City: _________________

The criteria below will be used to evaluate applicant:

- Financial need (30 points)
- Community/extracurricular involvement and leadership (30 points)
- Academic achievement (20 points)
- Awards and recognition (10 points)
- Personal and/or family attributes and values (10 points)

1. DEMONSTRATED FINANCIAL NEED (30 POINTS POSSIBLE) SCORE ______
The applicant has completed the Financial Analysis Summary to project their anticipated costs for their post-secondary educational pursuits. A VCF Scholarship may be awarded in a dollar amount that considers all financial aid being awarded to applicant and the total cost for their education. Total unmet financial need of applicant is $ ______________.

2. COMMUNITY INVOLVEMENT AND LEADERSHIP (30 POINTS POSSIBLE) SCORE ______
The Autobiographical Essay, Recommendation Forms (and letters if applicable), and Verification of Community Service Hours should collectively demonstrate the applicant’s personal motivation, influences, academic ability, and potential. Consideration should be given to the applicant’s unique situation and/or experience, career goals, and how receiving a scholarship will help the applicant. Recommendations should speak favorably to the applicant’s dependability, initiative, and maturity, and specify applicant’s talents and abilities, such as leadership, artistic abilities, excellence in athletics or extra-curricular activities, etc. Applicant should be viewed as capable of success in college. The applicant’s participation in events and/or activities (such as student body office, work experience, special family responsibilities and obligations, and/or community service) leading to the accumulation of knowledge, attitudes and skills needed in post-secondary education should be considered. The quality and quantity of such events in the life of the individual should be assessed.

3. ACADEMIC ACHIEVEMENT (20 POINTS POSSIBLE) SCORE ______
Transcript and report card should validate the applicant’s preparedness for post-secondary educational demands. Preparatory courses (e.g. algebra, biology, literature, composition, chemistry, history, government, foreign language) should be completed with passing grades (at a minimum). Through academics, the student should demonstrate their ability to be successful in their pursuit of a trade school/college education.
4. AWARDS AND RECOGNITION  (10 POINTS POSSIBLE)  
If application indicates that the student has received awards and/or recognition during their high school career in academics and/or in extracurricular activities, this should be considered. Acknowledgement by others demonstrates how the candidate is regarded and validates their work ethic, spirit, abilities, maturity, and perseverance in efforts to excel.

5. PERSONAL AND/OR FAMILY ATTRIBUTES AND VALUES (10 POINTS POSSIBLE)  
The Autobiographical Essay and Recommendation Forms (and letters if applicable) should convey the applicant’s distinguishable characteristics and values. The applicant’s ability to be successful in their prospective career will be based upon personal qualities demonstrated in their day-to-day school/work/volunteer activities. Qualities such as motivation, enthusiasm, dedication, and the desire to achieve a successful outcome in their chosen field of study should be assessed.

6. COMMENTS

Ranks #1 in class. A degree in Public Health is desired, with the ultimate goal of the student to become a pediatrician. Over 200 volunteer hours, in her chosen area of interest. Recommendations commented on her humility, work ethic, responsibility, passion, leadership, and great rapport with classmates. She has a positive attitude, is a model citizen, and has the desire to give back to her community. Her essay spoke to experiences related to volunteer work and passion for health care. She expressed a strong desire to give back to community and support education and advocate accessibility for those that often do not seek out the care they deserve. She is a well-disciplined student and team player. She possesses many qualities that indicate a great potential for her to succeed in her college endeavors.

TOTAL SCORE  93

RECOMMENDED FOR VCF SCHOLARSHIP?  
☒ Yes  ☐ No

IF YES, INDICATE RECOMMENDED AWARD AMOUNT:  $ 5,000
Vernon CommUNITY Fund Scholarship Applicant Evaluation Form

Applicant: ______________________________________ GPA: _________________
School: ______________________________________ Resident City: _________________

The criteria below will be used to evaluate applicant:

• Financial need (30 points)
• Community/extracurricular involvement and leadership (30 points)
• Academic achievement (20 points)
• Awards and recognition (10 points)
• Personal and/or family attributes and values (10 points)

1. DEMONSTRATED FINANCIAL NEED (30 POINTS POSSIBLE) SCORE __27_
The applicant has completed the Financial Analysis Summary to project their anticipated costs for their post-secondary educational pursuits. A VCF Scholarship may be awarded in a dollar amount that considers all financial aid being awarded to applicant and the total cost for their education. Total unmet financial need of applicant is $ __55k/yr approx. (Cornell)

2. COMMUNITY INVOLVEMENT AND LEADERSHIP (30 POINTS POSSIBLE) SCORE __28_
The Autobiographical Essay, Recommendation Forms (and letters if applicable), and Verification of Community Service Hours should collectively demonstrate the applicant’s personal motivation, influences, academic ability, and potential. Consideration should be given to the applicant’s unique situation and/or experience, career goals, and how receiving a scholarship will help the applicant. Recommendations should speak favorably to the applicant’s dependability, initiative, and maturity, and specify applicant’s talents and abilities, such as leadership, artistic abilities, excellence in athletics or extra-curricular activities, etc. Applicant should be viewed as capable of success in college. The applicant’s participation in events and/or activities (such as student body office, work experience, special family responsibilities and obligations, and/or community service) leading to the accumulation of knowledge, attitudes and skills needed in post-secondary education should be considered. The quality and quantity of such events in the life of the individual should be assessed.

3. ACADEMIC ACHIEVEMENT (20 POINTS POSSIBLE) SCORE __19_
Transcript and report card should validate the applicant’s preparedness for post-secondary educational demands. Preparatory courses (e.g. algebra, biology, literature, composition, chemistry, history, government, foreign language) should be completed with passing grades (at a minimum). Through academics, the student should demonstrate their ability to be successful in their pursuit of a trade school/college education.
4. AWARDS AND RECOGNITION (10 POINTS POSSIBLE)  
If application indicates that the student has received awards and/or recognition during their high school career in academics and/or in extracurricular activities, this should be considered. Acknowledgement by others demonstrates how the candidate is regarded and validates their work ethic, spirit, abilities, maturity, and perseverance in efforts to excel.

Score: 7

5. PERSONAL AND/OR FAMILY ATTRIBUTES AND VALUES (10 POINTS POSSIBLE)  
The Autobiographical Essay and Recommendation Forms (and letters if applicable) should convey the applicant’s distinguishable characteristics and values. The applicant’s ability to be successful in their prospective career will be based upon personal qualities demonstrated in their day-to-day school/work/volunteer activities. Qualities such as motivation, enthusiasm, dedication, and the desire to achieve a successful outcome in their chosen field of study should be assessed.

Score: 9

6. COMMENTS

Candidate desires a career as an attorney, and wishes to influence public policy. Her volunteer efforts were aligned with her career interests, with over 200 hours dedicated to the Coalition for Humane Immigrant Rights. Additionally, she participates in student congress, speech and debate, is a LAUSD School Board Student Representative, and captain of the school basketball team. Student received glowing recommendations that spoke of her strong point of view, curiosity, passion, kindness, natural leadership skills, and her willingness to work hard. Her educational goals are fueled by family and community, understanding that their sacrifices have given her tools to fight for a better life. Her voice and passion for social justice was born in East LA. Her family taught her not to let hardships define her, but to be resilient.

She has qualities that will lead to success in her future.

Total Score: 90

Recommended for VCF Scholarship?  
☐ Yes  ☐ No

If Yes, Indicate Recommended Award Amount:  $ 2,000
Vernon CommUNITY Fund Scholarship Applicant Evaluation Form

Applicant: ______________________________________ GPA: _________________
School: ______________________________________ Resident City: _________________

The criteria below will be used to evaluate applicant:

- Financial need (30 points)
- Community/extracurricular involvement and leadership (30 points)
- Academic achievement (20 points)
- Awards and recognition (10 points)
- Personal and/or family attributes and values (10 points)

1. DEMONSTRATED FINANCIAL NEED (30 POINTS POSSIBLE) SCORE 23
The applicant has completed the Financial Analysis Summary to project their anticipated costs for their post-secondary educational pursuits. A VCF Scholarship may be awarded in a dollar amount that considers all financial aid being awarded to applicant and the total cost for their education. Total unmet financial need of applicant is $ ____________.

2. COMMUNITY INVOLVEMENT AND LEADERSHIP (30 POINTS POSSIBLE) SCORE 29
The Autobiographical Essay, Recommendation Forms (and letters if applicable), and Verification of Community Service Hours should collectively demonstrate the applicant’s personal motivation, influences, academic ability, and potential. Consideration should be given to the applicant’s unique situation and/or experience, career goals, and how receiving a scholarship will help the applicant. Recommendations should speak favorably to the applicant’s dependability, initiative, and maturity, and specify applicant’s talents and abilities, such as leadership, artistic abilities, excellence in athletics or extra-curricular activities, etc. Applicant should be viewed as capable of success in college. The applicant’s participation in events and/or activities (such as student body office, work experience, special family responsibilities and obligations, and/or community service) leading to the accumulation of knowledge, attitudes and skills needed in post-secondary education should be considered. The quality and quantity of such events in the life of the individual should be assessed.

3. ACADEMIC ACHIEVEMENT (20 POINTS POSSIBLE) SCORE 20
Transcript and report card should validate the applicant’s preparedness for post-secondary educational demands. Preparatory courses (e.g. algebra, biology, literature, composition, chemistry, history, government, foreign language) should be completed with passing grades (at a minimum). Through academics, the student should demonstrate their ability to be successful in their pursuit of a trade school/college education.
4. AWARDS AND RECOGNITION (10 POINTS POSSIBLE) SCORE 7
If application indicates that the student has received awards and/or recognition during their high school career in academics and/or in extracurricular activities, this should be considered. Acknowledgement by others demonstrates how the candidate is regarded and validates their work ethic, spirit, abilities, maturity, and perseverance in efforts to excel.

5. PERSONAL AND/OR FAMILY ATTRIBUTES AND VALUES (10 POINTS POSSIBLE) SCORE 9
The Autobiographical Essay and Recommendation Forms (and letters if applicable) should convey the applicant’s distinguishable characteristics and values. The applicant’s ability to be successful in their prospective career will be based upon personal qualities demonstrated in their day-to-day school/work/volunteer activities. Qualities such as motivation, enthusiasm, dedication, and the desire to achieve a successful outcome in their chosen field of study should be assessed.

6. COMMENTS

Ranks #3 in class. Goal of student is to become a public defender. Approximately 220 hours of time has been spent conducting volunteer work in both the Humanitarian and Environmental Clubs, and additional time was spent interning at a law firm where she was exposed to the legal challenges facing minorities.

Recommendation letters spoke to her maturity, academic intensity, work ethic, and her willingness to take a stand on social issues. She wants to give back to her community and fight for the rights of minorities.

She wants to contribute to a solution for a broken system and feels that her voice will only become louder through the power of education. She is engaged as a student and sets an example for others. Her hunger for knowledge has driven her to the top of her class and she has several qualities that will lead to future success.

TOTAL SCORE 88

RECOMMENDED FOR VCF SCHOLARSHIP? ☑ Yes ☐ No

IF YES, INDICATE RECOMMENDED AWARD AMOUNT: $2,000
Vernon CommUNITY Fund Scholarship Applicant Evaluation Form

Applicant: #19 ________________________________ GPA: 3.948 (official LAUSD)

School: Mendez High School ________________________________ Resident City: East Los Angeles __

The criteria below will be used to evaluate applicant:

- Financial need (30 points)
- Community/extracurricular involvement and leadership (30 points)
- Academic achievement (20 points)
- Awards and recognition (10 points)
- Personal and/or family attributes and values (10 points)

1. DEMONSTRATED FINANCIAL NEED (30 POINTS POSSIBLE)  
   SCORE ___

   The applicant has completed the Financial Analysis Summary to project their anticipated costs for their post-secondary educational pursuits. A VCF Scholarship may be awarded in a dollar amount that considers all financial aid being awarded to applicant and the total cost for their education. Total unmet financial need of applicant is $11k/yr approx (UC Riverside)

2. COMMUNITY INVOLVEMENT AND LEADERSHIP (30 POINTS POSSIBLE)  
   SCORE ___

   The Autobiographical Essay, Recommendation Forms (and letters if applicable), and Verification of Community Service Hours should collectively demonstrate the applicant’s personal motivation, influences, academic ability, and potential. Consideration should be given to the applicant’s unique situation and/or experience, career goals, and how receiving a scholarship will help the applicant. Recommendations should speak favorably to the applicant’s dependability, initiative, and maturity, and specify applicant’s talents and abilities, such as leadership, artistic abilities, excellence in athletics or extra-curricular activities, etc. Applicant should be viewed as capable of success in college. The applicant’s participation in events and/or activities (such as student body office, work experience, special family responsibilities and obligations, and/or community service) leading to the accumulation of knowledge, attitudes and skills needed in post-secondary education should be considered. The quality and quantity of such events in the life of the individual should be assessed.

3. ACADEMIC ACHIEVEMENT (20 POINTS POSSIBLE)  
   SCORE ___

   Transcript and report card should validate the applicant’s preparedness for post-secondary educational demands. Preparatory courses (e.g. algebra, biology, literature, composition, chemistry, history, government, foreign language) should be completed with passing grades (at a minimum). Through academics, the student should demonstrate their ability to be successful in their pursuit of a trade school/college education.
4. AWARDS AND RECOGNITION  (10 POINTS POSSIBLE)  

If application indicates that the student has received awards and/or recognition during their high school career in academics and/or in extracurricular activities, this should be considered. Acknowledgement by others demonstrates how the candidate is regarded and validates their work ethic, spirit, abilities, maturity, and perseverance in efforts to excel. 

SCORE 7

5. PERSONAL AND/OR FAMILY ATTRIBUTES AND VALUES (10 POINTS POSSIBLE)  

The Autobiographical Essay and Recommendation Forms (and letters if applicable) should convey the applicant’s distinguishable characteristics and values. The applicant’s ability to be successful in their prospective career will be based upon personal qualities demonstrated in their day-to-day school/work/volunteer activities. Qualities such as motivation, enthusiasm, dedication, and the desire to achieve a successful outcome in their chosen field of study should be assessed. 

SCORE 9

6. COMMENTS

Student is already a leader in their community. Recommendations spoke about passion, grace, compassion, and desire to seek out social justice. She is interested in giving back to her community and plans to do so through achieving her goal to be an attorney who serves the people in her neighborhood along with other minority groups. She values education and has learned to manage the high expectations of her family to achieve success while tending to her mental health. With over 300 hours of volunteer hours logged with InnerCity Struggle, she has pursued exposure to activism as a means to battle social inequity. She has an interest in understanding cultures other than her own, and immersed herself in a Taiwanese cultural exchange program, committing to experiencing a new environment and language. Well written essay conveys maturity and ability to achieve success in career and life goals.

TOTAL SCORE 85

RECOMMENDED FOR VCF SCHOLARSHIP? ☑ Yes ☐ No

IF YES, INDICATE RECOMMENDED AWARD AMOUNT: $ 2,000
Vernon CommUNITY Fund Scholarship Program

Vernon CommUNITY Fund Scholarship Applicant Evaluation Form

Applicant: #20 ______________________________ GPA: 4.225 (official LAUSD)
School: Garfield High School ________________________ Resident City: East Los Angeles

The criteria below will be used to evaluate applicant:

- Financial need (30 points)
- Community/extracurricular involvement and leadership (30 points)
- Academic achievement (20 points)
- Awards and recognition (10 points)
- Personal and/or family attributes and values (10 points)

1. DEMONSTRATED FINANCIAL NEED (30 POINTS POSSIBLE) SCORE 27
The applicant has completed the Financial Analysis Summary to project their anticipated costs for their post-secondary educational pursuits. A VCF Scholarship may be awarded in a dollar amount that considers all financial aid being awarded to applicant and the total cost for their education. Total unmet financial need of applicant is $ 58k/yr approx (USC).

2. COMMUNITY INVOLVEMENT AND LEADERSHIP (30 POINTS POSSIBLE) SCORE 28
The Autobiographical Essay, Recommendation Forms (and letters if applicable), and Verification of Community Service Hours should collectively demonstrate the applicant’s personal motivation, influences, academic ability, and potential. Consideration should be given to the applicant’s unique situation and/or experience, career goals, and how receiving a scholarship will help the applicant. Recommendations should speak favorably to the applicant’s dependability, initiative, and maturity, and specify applicant’s talents and abilities, such as leadership, artistic abilities, excellence in athletics or extra-curricular activities, etc. Applicant should be viewed as capable of success in college. The applicant’s participation in events and/or activities (such as student body office, work experience, special family responsibilities and obligations, and/or community service) leading to the accumulation of knowledge, attitudes and skills needed in post-secondary education should be considered. The quality and quantity of such events in the life of the individual should be assessed.

3. ACADEMIC ACHIEVEMENT (20 POINTS POSSIBLE) SCORE 20
Transcript and report card should validate the applicant’s preparedness for post-secondary educational demands. Preparatory courses (e.g. algebra, biology, literature, composition, chemistry, history, government, foreign language) should be completed with passing grades (at a minimum). Through academics, the student should demonstrate their ability to be successful in their pursuit of a trade school/college education.
4. AWARDS AND RECOGNITION  (10 POINTS POSSIBLE)  SCORE  9

If application indicates that the student has received awards and/or recognition during their high school career in academics and/or in extracurricular activities, this should be considered. Acknowledgement by others demonstrates how the candidate is regarded and validates their work ethic, spirit, abilities, maturity, and perseverance in efforts to excel.

5. PERSONAL AND/OR FAMILY ATTRIBUTES AND VALUES (10 POINTS POSSIBLE)  SCORE  9

The Autobiographical Essay and Recommendation Forms (and letters if applicable) should convey the applicant’s distinguishable characteristics and values. The applicant’s ability to be successful in their prospective career will be based upon personal qualities demonstrated in their day-to-day school/work/volunteer activities. Qualities such as motivation, enthusiasm, dedication, and the desire to achieve a successful outcome in their chosen field of study should be assessed.

6. COMMENTS

Candidate has achieved straight "A"s throughout her high school career. She has over 40 hours of volunteer work as a peer counselor and teacher’s assistant at the local church, and participates in CAPA Club, track, tennis, Environmental Club, and speech and debate. Her desire is to achieve a career as a translator in order to break the language barriers of her community, forging understanding and effective communication.

Recommendations speak to her determination, hard work, responsibility, humility, leadership, maturity, creativity, and positive attitude. She appreciates her family who have been supporting and encouraging. She has a desire to give back to them and her community by mentoring and aiding kids in their pursuit of education and scholarships. She received Dartmouth Book Award and Most Improved Track Athlete. She has the tools and support to achieve great success in her college pursuits and career.

TOTAL SCORE  93

RECOMMENDED FOR VCF SCHOLARSHIP?  Yes  No

IF YES, INDICATE RECOMMENDED AWARD AMOUNT:  $ 5,000
Vernon CommUNITY Fund Scholarship Applicant Evaluation Form

Applicant: ______________________________________ GPA: _________________
School: ______________________________________ Resident City:  _________________

The criteria below will be used to evaluate applicant:

- Financial need (30 points)
- Community/extracurricular involvement and leadership (30 points)
- Academic achievement (20 points)
- Awards and recognition (10 points)
- Personal and/or family attributes and values (10 points)

1. DEMONSTRATED FINANCIAL NEED (30 POINTS POSSIBLE)  SCORE  27
The applicant has completed the Financial Analysis Summary to project their anticipated costs for their post-secondary educational pursuits. A VCF Scholarship may be awarded in a dollar amount that considers all financial aid being awarded to applicant and the total cost for their education. Total unmet financial need of applicant is $ ______________.

2. COMMUNITY INVOLVEMENT AND LEADERSHIP (30 POINTS POSSIBLE)  SCORE  28
The Autobiographical Essay, Recommendation Forms (and letters if applicable), and Verification of Community Service Hours should collectively demonstrate the applicant’s personal motivation, influences, academic ability, and potential. Consideration should be given to the applicant’s unique situation and/or experience, career goals, and how receiving a scholarship will help the applicant. Recommendations should speak favorably to the applicant’s dependability, initiative, and maturity, and specify applicant’s talents and abilities, such as leadership, artistic abilities, excellence in athletics or extra-curricular activities, etc. Applicant should be viewed as capable of success in college. The applicant’s participation in events and/or activities (such as student body office, work experience, special family responsibilities and obligations, and/or community service) leading to the accumulation of knowledge, attitudes and skills needed in post-secondary education should be considered. The quality and quantity of such events in the life of the individual should be assessed.

3. ACADEMIC ACHIEVEMENT (20 POINTS POSSIBLE)  SCORE  18
Transcript and report card should validate the applicant’s preparedness for post-secondary educational demands. Preparatory courses (e.g. algebra, biology, literature, composition, chemistry, history, government, foreign language) should be completed with passing grades (at a minimum). Through academics, the student should demonstrate their ability to be successful in their pursuit of a trade school/college education.
4. AWARDS AND RECOGNITION (10 POINTS POSSIBLE) SCORE 9
If application indicates that the student has received awards and/or recognition during their high school career in academics and/or in extracurricular activities, this should be considered. Acknowledgement by others demonstrates how the candidate is regarded and validates their work ethic, spirit, abilities, maturity, and perseverance in efforts to excel.

5. PERSONAL AND/OR FAMILY ATTRIBUTES AND VALUES (10 POINTS POSSIBLE) SCORE 9
The Autobiographical Essay and Recommendation Forms (and letters if applicable) should convey the applicant’s distinguishable characteristics and values. The applicant’s ability to be successful in their prospective career will be based upon personal qualities demonstrated in their day-to-day school/work/volunteer activities. Qualities such as motivation, enthusiasm, dedication, and the desire to achieve a successful outcome in their chosen field of study should be assessed.

6. COMMENTS

Excellent student with a goal to become a teacher of Latin American Studies. With over 140 volunteer hours, the student has also participated in a number of extracurricular activities such as treasurer of the National Honors Society, member of Mecha, mentor at Hollenbeck Middle School, intern at Getty’s Teen Lab Program, founder of Boyle Heights Merchant Association, and member of Garcetti’s Gang Reduction Youth Program. The student is also a candidate for Capstone, a highly selective award at Roosevelt. Recommendations describe him as driven, committed, compassionate, and thoughtful with class topics with a strong desire to learn. He is interested in exploring other educational systems, and then return with an understanding of how best to pay it forward to his own community. The student has skills that indicate a high probability for success.

TOTAL SCORE 91

RECOMMENDED FOR VCF SCHOLARSHIP? ☑ Yes ☐ No

IF YES, INDICATE RECOMMENDED AWARD AMOUNT: $ 2,000

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