



## VENTURA COUNTY COMMISSION FOR WOMEN

Human Services Agency  
4601 Telephone Road, Suite 117,  
Ventura, CA 93003  
Mailing Address 4651 Telephone Rd, #200  
Ventura, CA 93003-8393  
(805) 658-4193  
[www.vccw.net](http://www.vccw.net)

April 23, 2012

### VENTURA COUNTY SUPERVISORS

#### DISTRICT I

Steve Bennett

#### DISTRICT II

Linda Parks

#### DISTRICT III

Kathy Long

#### DISTRICT IV

Peter C. Foy

#### DISTRICT V

John C. Zaragoza

### COMMISSION MEMBERS:

#### DISTRICT I

Diana Goodrow

Rosandra Esquivel

Joni Holling

#### DISTRICT II

Lee Riggan

Kitty Dill

Vacancy

#### DISTRICT III

Nancy Lee Phillips

Elvia Guizar

Ruth A. Funk

#### DISTRICT IV

Jan Lawrence

Shanté Morgan-

Durisseau

Debra Bagley

#### DISTRICT V

Ina Howard

Carmen Hurd

Ana Cristina Flores

Hugh Ralston  
President and CEO  
Ventura County Community Foundation  
1317 Del Norte, Suite 150  
Camarillo, CA 93012

Dear Hugh:

As Fiscal Sponsor for the VCCW/VCCF funds the MOU directs that the Ventura County Commission for Women gain approval for each fundraising activity it seeks to engage in.

The VCCW selected at the Strategic Planning Retreat (October 22, 2011) as one of its three goals the establishment of the Recognition Fundraising Committee. The Co-Chairs of this committee are Elvia Guizar and Ruth A. Funk. The event will be held in March, Women's History Month, of 2013. VCCW will recognize Ventura County Current Women in History. The funds to be raised through sponsors and attendance fees will be used for the event expenses. Should revenue exceed expenditures these funds will be deposited in the VCCW/VCCF funds held by the Ventura County Community Foundation. It is understood that a Fiscal Sponsor Fee (7%) is to be deducted from the funds raised. VCCW will seek to raise a minimum of \$4,000.00.

With this correspondence we are seeking both your approval to proceed with you as our Fiscal Sponsor and procedures to follow that will keep this project within required guidelines.

Sincerely,

Elvia Guizar  
Recognition Fundraising Committee

Lee Riggan  
VCCW 2011-2012 Chair