



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

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