NAVIGATING THE EMPOWER LA WEBSITE

Website Address:  http://empowerla.org

This website includes valuable information on policies, procedures, trainings, history and information on each Neighborhood Council. This site is often a great resource when researching “how to” questions for your Board. It is suggested you take time to look through the site. Here are some key areas to review.

**SELF SERVICE – found towards the bottom of the HOME page.**

This Self Service section covers all required trainings and other important information.

- **BOARD MEMBER TRAININGS – MOST IMPORTANT SECTION**
  - Ethics: All Board Members are bound by California State Law to take ethics training every two years. Take the online course and send you certificate to Rosters@EmpowerLA.org. Ethics training is a requirement of all Board Members.
  - Funding: All Board Members must fill out this form when they have taken their funding training. You will receive an email receipt but there is NO need to contact Rosters@EmpowerLA.org.
  - Funding Video (20 minutes): All Board Members are required to take Funding Training in order to handle public funds, including moving and voting on motions that involve funding issues.
  - Code of Conduct: All Board Members must read the Code of Conduct policy and fill out this form acknowledging that they are aware of the policy and have read the policy.

- **COMMUNITY IMPACT STATEMENTS**
  - Review information on how to file a CIS, how to find City Council files, hot issue City Council files, Templates, etc.

- **ADMINISTRATIVE FORMS and TEMPLATES**

- **LIAISONS**

- **FUNDING FORMS and TRACKERS – takes you to the City Clerk’s Funding Website**

- **2017-2018 BUDGET PACKAGE – Budget Package Submission Portal for our Board Treasurer**

- **MISC DOCUMENTS**

**NEIGHBORHOOD COUNCILS**

- **ABOUT NEIGHBORHOOD COUNCILS – History and purpose of Neighborhood Councils**
- **ALL COUNCILS - Information on every NC, including Board Members, Meeting details, maps, etc.**
- **BOARD MEMBERS - Welcome and details about required trainings**
- **JOURNEY – ONE-STOP SHOP – Information on everything you need to know about requirements**
- **ALLIANCES – Information about groups of NCs forming alliances for a bigger voice**
- **LIAISON _ NC contact person to work with on a particular subject matter – assigned by each Board**
- **BUDGET ADVOCATES – advise Mayor and City Council on the City’s budget**
- **ELECTIONS – Information on NC election and selection processes**
- **ONLINE VOTING – information on online voting for NCs that offer this**
- **LEADERSHIP ACADEMY – designed to help NCs on a variety of topics – training, webinars, etc.**
- **NEIGHBORHOOD COUNCIL AGENDAS – Access to all Neighborhood Council Board & Committee agendas**
- **MONITORING CITY SERVICES – Access to information on all City Services**