



# CITY OF COACHELLA, CA COMMUNITY BASED GRANT PROGRAM APPLICATION FOR FUNDS REQUEST

**Please Type Information and Print**  
Information entered in the provided spaces cannot be saved.

(Attach additional pages as needed, however applicants are encouraged to be brief.)

**1. Application Funding Cycle:**

**Date:** 03/02/2026

July 1, 205 - June 30, 206

**2. Total Amount Requested:** \$ 1,000

If requesting waiver of City fees or charges, please indicate the City service for which the waiver is being requested.

**3. Proposed Program/Service of Funding Request:**

1st Annual Eastern Coachella Young Feminist Forum hosted in the City of Coachella.

**4. Agency/Organization:**

Youth Leadership Institute

**5. Mailing Address:**

PO BOX 184

City: Coachella Zip: 92236

**6. Telephone:**

**Fax:**

**7. Official Contact Person:**

**Name:** Olivia Rodriguez

**Title:** Program Manager

**Telephone:** (760) 296-9302

**Fax:**

**E-mail:** orodriguez@yli.org

8. Does this organization have a non-profit status with the Internal Revenue Service (IRS)?   
Yes  No  (Attach documentation)

9. How long has this organization been in existence?  
YLI was established in 1991

10. Has the organization previously received funding from the City of Coachella?  
 Yes  No

If yes, please identify the program/service, total prior grant allocation, and the fiscal year in which the funds were received.

11. Is this request for a  New or  Existing program/service within the City?

12. What is the anticipated time frame to provide the proposed program/service and the expenditure of the requested funds?  
March 14th 2026

13. Describe briefly how the requested funds will be used.

The requested \$1,000 will support essential event costs, including food for attendees, honorariums for six local speakers and workshop facilitators. Funds will ensure youth can attend at no cost and that community-based speakers are compensated for their expertise

14. Will the program/service require additional funding sources? If so, identify all funding sources and provide the steps taken to acquire funding.

Yes. Youth Leadership Institute will leverage organizational funds to cover additional costs including room rental, printing, workshop supplies (zine materials, writing materials, yoga facilitation needs), and additional staff time. YLI is also mobilizing in-kind support through

15. If the program/service is planned to continue beyond the period provided by this grant, what funding plans are there to sustain the program/service?

YLI intends to host the Young Feminist Forum annually in collaboration with local GLI chapters in the Coachella Valley, including Coachella Valley High School's Young Women Empowerment Club and Desert Mirage High School's Young Women 4 Advocacy. Future

16. How will the proposed program/service serve City of Coachella residents? Will the proposed program/service also serve non-Coachella residents? Please describe.

The Young Feminist Forum will primarily serve youth who reside in the City of Coachella, including students attending Coachella Valley High School. The event is intentionally rooted in the Eastern Coachella Valley and designed by youth leaders from Coachella schools.

17. Describe the characteristics of the clients the proposed program/service anticipates to serve (i.e. age group, gender, income level, ethnicity, etc.)

The proposed program will serve youth ages 14 – 20 who live in the City of Coachella and surrounding Eastern Coachella Valley communities, including Thermal, Oasis, North Shore, and Mecca. Participants will primarily be high school aged youth, including students from

18. Attach a proposed budget for requested funds.

Authorized Official:

Title:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# YOUTH LEADERSHIP INSTITUTE

## Use Your Voice

3/10/2026

Dear Mayor and Members of the City Council,

We are youth leaders with Youth Leadership Institute, a statewide nonprofit organization with a dedicated team serving young people in the Eastern Coachella Valley. In partnership with local GLI (Girls Learn International) Chapters at Coachella Valley High School (Young Women Empowerment Club) and Desert Mirage High School (Young Women 4 Advocacy), we are proud to host the **1st Annual Young Feminist Forum in the Eastern Coachella Valley** on Saturday, March 14, 2026.

The forum will serve youth ages 14–20 from Coachella and surrounding communities including Thermal, Oasis, North Shore, Mecca, and Indio. We anticipate welcoming up to 80 young people for a free day of workshops in yoga, poetry, zine-making, and op-ed writing, along with community-building activities and lunch. This space is intentionally designed to uplift young womxn and gender-expansive youth, most of whom are from working-class families in the Eastern Coachella Valley. Our goal is to create an intergenerational environment where youth can explore storytelling, advocacy, wellness, and leadership in ways that reflect their lived experiences and strengthen their civic voice.

We respectfully request \$1,000 from the City of Coachella to support honorariums for guest speakers and workshop facilitators and to help provide food for participants. While we are requesting \$1,000, Youth Leadership Institute is contributing additional funds to cover the majority of event costs, including facility rental, staff time, supplies, and printing. The total cost of the event exceeds the amount requested, and our organization is committed to ensuring the forum remains free and accessible to all youth.

We are dedicated to making this forum an annual tradition that builds leadership, belonging, and civic engagement among young people in Coachella. We deeply appreciate the City's continued investment in youth and would be honored to partner with you in bringing this vision to life.

For any questions, please feel free to reach out to our Programs Manager at Youth Leadership Institute, Olivia Rodriguez (760) 296 - 9302, [orodriguez@yli.org](mailto:orodriguez@yli.org).

In partnership,

Olivia Rodriguez, YLI Program Manager



# YOUTH LEADERSHIP INSTITUTE

Use Your Voice

Youth Leadership Institute  
PO BOX 184  
Coachella, CA 92236

## City of Coachella Request

Item	Item Description	Requested Amount
Youth Meals & Refreshments	Sandwich platters, fruit, and drinks for up to 80 youth participants (~\$5 per youth)	\$400
Honorariums	4 Guest Speaker (1 hour each) \$150 each = \$600	\$600
	<b>TOTAL REQUESTED</b>	<b>\$1,000.00</b>

**Internal Revenue Service**

**Department of the Treasury**

District  
Director

300 N. Los Angeles St. MS 7043  
Los Angeles, CA 90012

Youth Leadership Institute  
1115 Third Street  
San Rafael, CA 94901

Person to Contact: L. Barragan

Telephone Number: 213-894-2336

Refer Reply to: EO(07)97

Date: July 10, 1997

EIN:68-0184712

Dear Taxpayer:

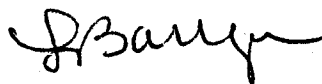
This letter is in response to your request for a copy of the determination letter for the above named organization.

Our records indicate that this organization was recognized to be exempt from Federal Income Tax in March 1989 as described in Internal Revenue Code Section 501(c)(3). It is further classified as an organization that is not a private foundation as defined in Section 509(a) of the Code, because it is an organization described in Section 170(b)(1)(A)(vi).

The exempt status for the determination letter issued in March 1989 continues to be effect.

If you need further assistance, please contact our office at the above address or telephone number.

Sincerely,



L. Barragan  
Disclosure Assistant

## Youth Leadership Institute Matching Funds Detail

February 2026

	Type	Date	Num
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
<b>6000 · Personnel</b>			
<b>6201 · Staff Payroll</b>			
	Paycheck	02/13/2026	DD021171
	Paycheck	02/13/2026	DD021177
	Paycheck	02/13/2026	DD021151
Total 6201 · Staff Payroll			
Total 6000 · Personnel			
<b>6230 · Benefits &amp; Payroll Expenses</b>			
<b>6220 · Payroll Taxes</b>			
	Paycheck	02/13/2026	DD021171
	Paycheck	02/13/2026	DD021171
	Paycheck	02/13/2026	DD021171
	Paycheck	02/13/2026	DD021171
	Paycheck	02/13/2026	DD021177
	Paycheck	02/13/2026	DD021177
	Paycheck	02/13/2026	DD021177
	Paycheck	02/13/2026	DD021177
	Paycheck	02/13/2026	DD021151
	Paycheck	02/13/2026	DD021151
	Paycheck	02/13/2026	DD021151
	Paycheck	02/13/2026	DD021151
Total 6220 · Payroll Taxes			
<b>62341 · Health Insurance</b>			
	General Journal	02/28/2026	Health02
Total 62341 · Health Insurance			
<b>6240 · Retirement Contributions</b>			
	General Journal	02/28/2026	retire02
Total 6240 · Retirement Contributions			
Total 6230 · Benefits & Payroll Expenses			
<b>7770 · Office and Program Expenses</b>			
<b>7773 · Supplies &amp; Materials</b>			
	Credit Card Charge	02/28/2026	5242
	Credit Card Charge	02/28/2026	5242
	Credit Card Charge	02/28/2026	5242
Total 7773 · Supplies & Materials			
Total 7770 · Office and Program Expenses			
<b>8000 · Indirect</b>			
<b>8001 · Indirect Costs</b>			
	General Journal	02/28/2026	indire02
Total 8001 · Indirect Costs			
Total 8000 · Indirect			
Total Expense			
Net Ordinary Income			
<b>Net Income</b>			

# Youth Leadership Institute

## Profit & Loss Detail

### February 2026

	Name
<b>Ordinary Income/Expense</b>	
<b>Expense</b>	
<b>6000 · Personnel</b>	
<b>6201 · Staff Payroll</b>	
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
Total 6201 · Staff Payroll	
Total 6000 · Personnel	
<b>6230 · Benefits &amp; Payroll Expenses</b>	
<b>6220 · Payroll Taxes</b>	
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
Total 6220 · Payroll Taxes	
<b>62341 · Health Insurance</b>	
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
Total 62341 · Health Insurance	
<b>6240 · Retirement Contributions</b>	
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
Total 6240 · Retirement Contributions	
Total 6230 · Benefits & Payroll Expenses	
<b>7770 · Office and Program Expenses</b>	
<b>7773 · Supplies &amp; Materials</b>	
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
Total 7773 · Supplies & Materials	
Total 7770 · Office and Program Expenses	
<b>8000 · Indirect</b>	
<b>8001 · Indirect Costs</b>	
	09 Coachella:099999 Coachella Gen (UseOnlyW/Approval)
Total 8001 · Indirect Costs	
Total 8000 · Indirect	
Total Expense	
Net Ordinary Income	
<b>Net Income</b>	

# Youth Leadership Institute Profit & Loss Detail

February 2026

Source Name

Ordinary Income/Expense

Expense

6000 · Personnel

6201 · Staff Payroll

Rodriguez Mendez, Olivia  
 Sanchez, Migdalia N  
 Lemus (E), Cecilia

Total 6201 · Staff Payroll

Total 6000 · Personnel

6230 · Benefits & Payroll Expenses

6220 · Payroll Taxes

Rodriguez Mendez, Olivia  
 Rodriguez Mendez, Olivia  
 Rodriguez Mendez, Olivia  
 Rodriguez Mendez, Olivia  
 Sanchez, Migdalia N  
 Sanchez, Migdalia N  
 Sanchez, Migdalia N  
 Sanchez, Migdalia N  
 Lemus (E), Cecilia  
 Lemus (E), Cecilia  
 Lemus (E), Cecilia  
 Lemus (E), Cecilia

Total 6220 · Payroll Taxes

62341 · Health Insurance

Total 62341 · Health Insurance

6240 · Retirement Contributions

Total 6240 · Retirement Contributions

Total 6230 · Benefits & Payroll Expenses

7770 · Office and Program Expenses

7773 · Supplies & Materials

Amazon  
 Amazon  
 Amazon

Total 7773 · Supplies & Materials

Total 7770 · Office and Program Expenses

8000 · Indirect

8001 · Indirect Costs

Total 8001 · Indirect Costs

Total 8000 · Indirect

Total Expense

Net Ordinary Income

**Net Income**

**Youth Leadership Institute**  
**Profit & Loss Detail**  
February 2026

	<u>Memo</u>	<u>Class</u>
Ordinary Income/Expense		
Expense		
6000 · Personnel		
6201 · Staff Payroll		
	Direct Deposit	09Coachella
	Direct Deposit	09Coachella
	Direct Deposit	09Coachella
Total 6201 · Staff Payroll		
Total 6000 · Personnel		
6230 · Benefits & Payroll Expenses		
6220 · Payroll Taxes		
	Direct Deposit	09Coachella
	Direct Deposit	09Coachella
	Direct Deposit	09Coachella
	Direct Deposit	09Coachella
	Direct Deposit	09Coachella
	Direct Deposit	09Coachella
	Direct Deposit	09Coachella
	Direct Deposit	09Coachella
	Direct Deposit	09Coachella
	Direct Deposit	09Coachella
	Direct Deposit	09Coachella
	Direct Deposit	09Coachella
Total 6220 · Payroll Taxes		
62341 · Health Insurance		
	Benefit Health Insurance Allocation for February 2026	09Coachella
Total 62341 · Health Insurance		
6240 · Retirement Contributions		
	Retirement Allocation for February 2026	09Coachella
Total 6240 · Retirement Contributions		
Total 6230 · Benefits & Payroll Expenses		
7770 · Office and Program Expenses		
7773 · Supplies & Materials		
	Supplies and materials	09Coachella
	Supplies and materials	09Coachella
	Supplies and materials	09Coachella
Total 7773 · Supplies & Materials		
Total 7770 · Office and Program Expenses		
8000 · Indirect		
8001 · Indirect Costs		
	Indirect Calculation for February 2026	09Coachella
Total 8001 · Indirect Costs		
Total 8000 · Indirect		
Total Expense		
Net Ordinary Income		
<b>Net Income</b>		

# Youth Leadership Institute Profit & Loss Detail

February 2026

	Clr	Split
Ordinary Income/Expense		
Expense		
6000 · Personnel		
6201 · Staff Payroll		
		1022 · Amalgamated Bk Payroll 2024966
		1022 · Amalgamated Bk Payroll 2024966
		1022 · Amalgamated Bk Payroll 2024966
Total 6201 · Staff Payroll		
Total 6000 · Personnel		
6230 · Benefits & Payroll Expenses		
6220 · Payroll Taxes		
		1022 · Amalgamated Bk Payroll 2024966
		1022 · Amalgamated Bk Payroll 2024966
		1022 · Amalgamated Bk Payroll 2024966
		1022 · Amalgamated Bk Payroll 2024966
		1022 · Amalgamated Bk Payroll 2024966
		1022 · Amalgamated Bk Payroll 2024966
		1022 · Amalgamated Bk Payroll 2024966
		1022 · Amalgamated Bk Payroll 2024966
		1022 · Amalgamated Bk Payroll 2024966
		1022 · Amalgamated Bk Payroll 2024966
Total 6220 · Payroll Taxes		
62341 · Health Insurance		
		62341 · Health Insurance
Total 62341 · Health Insurance		
6240 · Retirement Contributions		
		6240 · Retirement Contributions
Total 6240 · Retirement Contributions		
Total 6230 · Benefits & Payroll Expenses		
7770 · Office and Program Expenses		
7773 · Supplies & Materials		
		2071 · Ramp Credit Cards
		2071 · Ramp Credit Cards
		2071 · Ramp Credit Cards
Total 7773 · Supplies & Materials		
Total 7770 · Office and Program Expenses		
8000 · Indirect		
8001 · Indirect Costs		
		8001 · Indirect Costs
Total 8001 · Indirect Costs		
Total 8000 · Indirect		
Total Expense		
Net Ordinary Income		
<b>Net Income</b>		

## Youth Leadership Institute Profit & Loss Detail

February 2026

	Debit	Credit	Balance
Ordinary Income/Expense			
Expense			
6000 · Personnel			
6201 · Staff Payroll			
	732.33		732.33
	321.92		1,054.25
	204.64		1,258.89
Total 6201 · Staff Payroll	1,258.89	0.00	1,258.89
Total 6000 · Personnel	1,258.89	0.00	1,258.89
6230 · Benefits & Payroll Expenses			
6220 · Payroll Taxes			
	0.52		0.52
	38.33		38.85
	8.96		47.81
	24.26		72.07
	0.32		72.39
	19.64		92.03
	4.59		96.62
	14.89		111.51
	0.20		111.71
	12.62		124.33
	2.95		127.28
	9.57		136.85
Total 6220 · Payroll Taxes	136.85	0.00	136.85
62341 · Health Insurance			
	191.48		191.48
Total 62341 · Health Insurance	191.48	0.00	191.48
6240 · Retirement Contributions			
	24.89		24.89
Total 6240 · Retirement Contributions	24.89	0.00	24.89
Total 6230 · Benefits & Payroll Expenses	353.22	0.00	353.22
7770 · Office and Program Expenses			
7773 · Supplies & Materials			
	39.86		39.86
	61.68		101.54
	93.22		194.76
Total 7773 · Supplies & Materials	194.76		194.76
Total 7770 · Office and Program Expenses			
8000 · Indirect			
8001 · Indirect Costs			
	307.17		307.17
Total 8001 · Indirect Costs	307.17		307.17
Total 8000 · Indirect	307.17		307.17
Total Expense	2,114.04	0.00	2,114.04
Net Ordinary Income	2,114.04	0.00	-2,114.04
<b>Net Income</b>	<b>2,114.04</b>	<b>0.00</b>	<b>-2,114.04</b>