

Culver City Equity and Human Relations Advisory Committee  
Report from Community Contributions Award Ad Hoc Subcommittee

December 13, 2022

Members of the Ad Hoc Subcommittee Carlos Valverde, Jared Morgan, Haifaa Moammar, and staff member Helen Chin. Raven Bradley had a time conflict.

**Number of Applications received:**

One application was submitted. The deadline for application submission is **on January 31, 2023.**

**Outreach and Publicity:**

Haifaa emailed the editors of Culver City Crossroads, Culver City Neighbors, Culver City News, and Culver City Observers with the Award submission announcement, along with the city's link and deadline on January 31, 2023.

Committee members will do outreach to places of worship, non-profits, the Chamber of Commerce, the YMCA, Service Clubs, Farmers Market, food stores and cafes around the city, the public library, and the Westfield Mall.

Helen will contact the communication department to find information on a blast announcement, along, with the City Manager's office press release.

**Medallions Cost:**

The estimated cost for casting and finishing is **\$65/medallion.**

The estimated cost of Trophy Masters engraving will be around **\$12/medallion.**

The purchase of Medallion boxes is unknown at this point.

The total cost estimate is around \$500.00