



***Making Minneapolis Neighborhoods
Better Places to Live, Work, Learn and Play***

August 20, 2004

Dear Candidate:

Thank you for your interest in running for a seat on the Minneapolis Neighborhood Revitalization Program (NRP) Policy Board. Attached you will find the filing forms required to run for the Board. Part A and part B of the filing form must be completed and received by the League of Women Voters Office no later than **noon on Friday, September 17, 2004.**

Also enclosed is a job description for neighborhood representatives on the Policy Board, a fact sheet with details about the election process, and election rules. Please refer to the enclosed Neighborhood Category List to determine the type of neighborhood where you reside. This will help you determine which category of representative you are eligible to run for on the Board, unless you choose to run in the at-large category.

If you have any questions about the filing process, please call the League of Women Voter's Office at 333-6319.

Again, thank you for your interest in the NRP and good luck!

Sincerely,

A handwritten signature in black ink that reads "Robert D. Miller". The signature is written in a cursive style with a large initial "R".

Robert D. Miller
Director



NRP POLICY BOARD CANDIDATE FILING FORM

Part A

DATE _____

NAME _____ DAYTIME PHONE (612) _____ - _____

ADDRESS _____

Minneapolis, MN (ZIP CODE) _____

NEIGHBORHOOD _____

CANDIDATE NEIGHBORHOOD CATEGORY

In which category do you intend to run? (Check only one):

Protection

Revitalization

Redirection

At-large

As a candidate for the NRP Policy Board, I certify that I will be at least 21 years of age by January 1, 2005 and if I am running in the protection, revitalization or redirection categories that I will have lived in a neighborhood of that category for at least 30 days prior to the November 18, 2004 election.

Candidate Signature _____

Please return this form to:

NRP Elections
The League of Women Voters of Minneapolis
335 Young Quinlan Building
81 South Ninth Street
Minneapolis, MN 55402-3200
Fax: 333-6310 Phone: 333-6319

This form must be received no later than noon on Friday, September 17, 2004.

Date received by LWV _____

NRP POLICY BOARD CANDIDATE FILING FORM

Part B - Questionnaire (copy as needed)

NAME _____

OCCUPATION _____

NEIGHBORHOOD _____

LENGTH OF RESIDENCE in your neighborhood _____ in the City _____

Do you want your PHONE NUMBER PUBLISHED in the Voter's Guide?

YES ____ My phone number is _____ Best time to call _____

NO ____

Do you want your E-MAIL ADDRESS PUBLISHED in the Voter's Guide?

YES ____ My email address is _____

NO ____

*Please **type or print** the answers to the following questions (feel free to recreate the form if you are using a computer). Responses must be limited to no more than **100 words per question**. Your responses will be published in the 2004 Voter's Guide. Published responses will be retyped but will otherwise remain **unedited** by those who compile the Guide.*

1. How have your life/work experiences prepared you to be a neighborhood representative?

2. What do you consider to be the strengths and weaknesses of the NRP?

Date received by LWV _____

3. How have you participated in your neighborhood organization and its NRP process?

4. How do you plan to maintain a relationship with the neighborhoods you would represent if elected?

5. Name one thing you would like to work on if elected?

6. Why are you running for a neighborhood representative seat on the Policy Board?

Date received by LWV _____

7. Please list any community-based organizations with which you are currently involved.

8. Please list all current paid and unpaid affiliations.

In order to participate in the candidate forums and to be included in the official Voter's Guide sponsored by the League of Women Voters, I agree that I will not engage in any of the following activities to promote my candidacy:

- *Raising money or using personal or family funds.*
- *Creating or distributing literature, lawn signs, buttons or other campaign materials.*
- *Creating radio commercials, television commercials or web pages.*
- *Organizing a phone bank.*

Signed _____ Date _____

Please return this form to:

**NRP Election
The League of Women Voters of Minneapolis
335 Young Quinlan Building
81 South Ninth Street
Minneapolis, MN 55402-3200
Fax: 333-6310 Phone: 333-6319**

This form must be received no later than noon on Friday, September 17, 2004.
To request this document in Braille or large print, call 673-5158.

Date received by LWV _____

NRP POLICY BOARD ELECTION RULES
for representative-based election process (revised as of July 26, 1999)

Election rules are to be published and distributed before the election. Four Neighborhood Representatives and four alternates will be elected to serve one-year terms on the Neighborhood Revitalization Program (NRP) Policy Board.

- Candidates must be a resident of their neighborhood type (i.e. protection, revitalization, redirection) for a minimum of 30 days prior to the date of the election.
- Candidates must be 21 years of age or older as of the date their term of office begins and must declare their intent to run for neighborhood representative 60 days in advance of the election. This candidate-filing deadline is to be established annually.
- Members of underrepresented groups (such as people of color, the physically disadvantaged, gays and lesbians, renters, etc.) will be encouraged to run for the Board.
- To participate in the candidate forums and to be included in the Voter's Guide, a candidate must agree that they will not:
 - Raise money or use personal funds to promote their candidacy.
 - Create or distribute literature, lawn signs, buttons or other campaign materials promoting their candidacy.
 - Create radio or television commercials or web pages to promote their candidacy.
 - Organize a phone bank to promote their candidacy.(Candidates will be asked to sign a pledge that they will not engage in the above activities if they wish to participate in the forums and be included in the Voter's Guide.)
- The filing form will include a candidate questionnaire. The completed application must be received by the League of Women Voters of Minneapolis no later than noon on the filing deadline date.
- The League of Women Voters will facilitate four candidate forums prior to the election. One forum will be held in each category--at-large, redirection, revitalization, and protection.
- Electors must be Minneapolis residents and be 18 years of age or older, as of the date of the election.
- To vote, electors must present either a valid Minnesota ID or Minnesota Drivers License on the night of the election, or be accompanied by a person with a valid Minnesota ID or Minnesota Drivers License.
- The NRP office will encourage all neighborhood organizations to select alternates for each of their electors and to make the names of these alternates available to the elector(s) and vice versa.
- Elector information will be submitted by the neighborhood organizations to the League of Women Voters of Minneapolis.
- For neighborhood organizations representing two or more neighborhoods (i.e. Hale-Page-Diamond Lake), only residents of the individual neighborhood (clarification: membership participation) may vote for the elector/alternate of that neighborhood.
- Nominations from the floor or write-in nominations will not be allowed.

- Endorsements or Testimonials will not be allowed.
- Absentee ballots will not be allowed.
- All candidates are on the first ballot.
- The three candidates to receive the most votes win a place on the second ballot.
- If there is a tie for third place on the first ballot, all candidates tied for third place are included on the second ballot.
- On the second ballot, the candidate with the highest number of votes is the representative and the candidate with the second highest number of votes is the alternate.
- In case of a tie on the second ballot, there is a run-off ballot between the tied candidates (either representative or alternate).
- Only Neighborhood Representative Policy Board members and alternates will be elected by electors. The elected Neighborhood Representatives will appoint the neighborhood representatives to the NRP's Management Review Team.
- NRP, with the assistance of the League of Women Voters of Minneapolis, will produce and arrange for distribution of a Voter's Guide to each neighborhood organization, each elector, and each alternate.
- No more than 500 copies of the Voter's Guide will be printed.
- The Voter's Guide will include candidate phone numbers, if authorized by the candidate, in order to facilitate communication between residents/electors and candidates.
- Daycare arrangements will be made for candidate forums and the election if requested in advance.
- All costs for conducting the election will be paid by NRP.
- Appropriate translation and/or transcription services for candidates or voters will be provided by NRP if requested in advance of the election and/or forums.
- A range of sites will be examined for the NRP Neighborhood Representative election. Site selection will be based on: cost, accessibility to persons with disabilities, proximity to public transportation, available parking and space availability.

**DUTIES AND RESPONSIBILITIES
OF POLICY BOARD NEIGHBORHOOD REPRESENTATIVES
MINNEAPOLIS NEIGHBORHOOD REVITALIZATION PROGRAM (NRP)**

REQUIREMENTS

In order to run for a seat on the NRP Policy Board you must:

- be a resident of your neighborhood type (i.e. protection, revitalization, redirection) for a minimum of 30 days prior to the date of the election (Nov. 18, 2004); and
- be at least 21 years of age when your term would begin if elected (January, 2005).

ROLE OF THE POLICY BOARD

The Policy Board is the governing body of the Minneapolis Neighborhood Revitalization Program. The Board provides overall direction to the NRP process. The central task of the Policy Board is to review and approve Neighborhood Action Plans and to submit them to the local government jurisdictions for approval. The Board also hires the Director, ensures and promotes neighborhood participation and interagency cooperation, adopts budgets, policies and procedures for the NRP.

POLICY BOARD MEMBERSHIP

The 19-person Policy Board is composed of three groups:

1. Public Officials
 - Mayor of Minneapolis
 - President of the Minneapolis City Council
 - Chair and two other Commissioners of the Hennepin County Board
 - Presiding officers of the School, Library and Park Boards
 - one Representative and one Senator from the Minneapolis Legislative Delegation
2. Neighborhood Representatives
 - Four neighborhood representatives: one representative and alternate from each of the three neighborhood types and one representative and alternate selected at-large.
3. Community Interests

One representative each from citywide organizations representing:

 - Business
 - Labor
 - Communities of color
 - Philanthropic
 - Charitable interests

DUTIES OF NEIGHBORHOOD REPRESENTATIVES ON THE POLICY BOARD

Term: 1 year

Approximate time commitment: 6-10 hours/month

- Regularly attend and participate at Policy Board meetings, which are usually held one Monday each month, from 4:30-6:30 p.m. at City Hall or the Hennepin County Government Center (free parking is available).
- Be informed about issues coming before the Board, contribute a neighborhood perspective to discussions, and cast votes, which in his/her best judgement will help achieve the NRP's overall objectives.
- Take the initiative to learn and represent the views of the neighborhood constituency, which he/she represents, and to be accountable to that constituency.
- Participate on committees established by the Policy Board to help accomplish its tasks.
- Appoint four neighborhood representatives and alternates to the NRP Management Review Team.

NRP POLICY BOARD ELECTION FACT SHEET

Election Format:

Each neighborhood organization participating in the NRP designates one resident from each of the neighborhoods it represents to serve as an elector at a citywide election. Each neighborhood elector will vote for neighborhood representatives to serve on the Policy Board.

DATE OF THE ELECTION: 6:30 – 9:30 p.m., Thursday, November 18, 2004
LOCATION OF THE ELECTION: Crown Roller Mill Building – 105 5th Avenue South
Second Floor Atrium and Conference Rooms
(Office Building where NRP's Central Office is Located)

Neighborhood participation is needed in two important areas:

1. ELECTOR SELECTION

Each neighborhood selects an elector to vote for candidates at the election on Thursday, November 18th. Neighborhood organizations representing more than one neighborhood need to select one elector from each neighborhood they represent. For example, Whittier selects 1 elector and Hale/Page/Diamond Lake selects 3 electors. For neighborhood organizations representing two or more neighborhoods (i.e. Hale-Page-Diamond Lake), only residents of the individual neighborhood (clarification: membership participation) may vote for the elector/alternate of that neighborhood.

Electors should be selected according to the following criteria:

- The elector should be a neighborhood resident who:
 - has an interest in the NRP
 - is willing to review the Voter's Guide and attend the appropriate candidate forums (the at-large forum and one for the appropriate neighborhood category) and the election
 - is willing to question candidates about their qualifications; and
 - is willing to discuss the candidate options with other neighborhood residents.
- Neighborhood organizations are encouraged to select electors at a well-publicized open meeting in order to maximize participation by neighborhood residents.
- Electors will vote for one at-large neighborhood representative to the Policy Board and one neighborhood representative from their neighborhood category (i.e. protection, revitalization, redirection) at the election.
- Electors must be at least 18 years-old and a resident of Minneapolis as of November 18, 2004.
- Neighborhood organizations should also select an elector alternate to vote if the elector is unable to do so.

ELECTOR REGISTRATION DEADLINE: Thursday, November 11, 2004

The names of electors and alternates must be submitted on the Elector Registration Form to the League of Women Voters. The form must be signed by the chair or co-chair of the neighborhood organization board.

(continued on reverse...)

2. CANDIDATE RECRUITMENT

Neighborhood organizations and residents are asked to recruit qualified candidates to run for the NRP Policy Board. In particular, members of underrepresented groups should be encouraged to run.

- Candidates for the Policy Board must be a Minneapolis resident and at least 21 years old when their term of office begins if elected (January 2005).
- Four neighborhood representatives and four alternates will be elected to serve one-year terms on the NRP Policy Board. One representative and one alternate will be elected from each of the three neighborhood types (i.e. protection, revitalization, redirection) and one representative and one alternate will be elected at-large. The candidates receiving the second highest vote count in each category will be the alternate for that category.
- Nominations from the floor and write-in nominations will not be allowed.
- No candidate endorsements or testimonials will be allowed.
- Only neighborhood representatives on the Policy Board are elected. Neighborhood representatives on the NRP Management Review Team are appointed by the neighborhood representatives who sit on the Policy Board.
- Candidates for the Policy Board may not serve as electors for their neighborhood.
- Candidates who want to be included in the Voter's Guide and candidate forums sponsored by the League of Women Voters will be asked to sign a waiver prohibiting them from raising money, conducting phone banks and producing campaign literature of any kind.
- Candidates will be asked to participate in a candidate forum for their neighborhood category. Forums will be held Thursday, November 18, 2004 (*the same evening as the election*) as follows:

At-Large Candidate Forum, 7:00 - 7:45 p.m.

Protection Candidate Forum, 8:15 – 9:00 p.m.

Revitalization Candidate Forum, 8:15 – 9:00 p.m.

Redirection Candidate Forum, 8:15 – 9:00 p.m.

- Candidate filing forms will be available beginning August 20, 2004 at the following locations:
 - Your neighborhood organization office
 - Minneapolis Public Libraries
 - Minneapolis City Clerk's Office, 304 City Hall
 - League of Women Voters, 333-6319
 - NRP Office, 673-5140
 - NRP web site at www.nrp.org

CANDIDATE FILING DEADLINE: NOON on Friday, September 17, 2004

Day care, translation and/or transcription services will be available for candidate forums and the election upon advance request.

ELECTION ACTIVITIES PERMITTED BY THE NRP ELECTION TASK FORCE

Candidates who participate in the League of Women Voters-sponsored candidate forums and are included in the official Voter's Guide may also:

- Visit neighborhood organization meetings to speak about your candidacy, if the organization agrees to give you time on their agenda.
- Attend community/neighborhood events to meet neighborhood residents.
- Respond to requests for information about your candidacy via the telephone or email. Just a reminder: you may not publish and distribute flyers, letters, etc.
- Participate, if invited, in neighborhood-sponsored debates or forums for NRP candidates.

Questions regarding election activities can be directed to the League of Women Voters of Minneapolis, 333-6319.

NRP Neighborhood Category List

Protection	Revitalization	Redirection
Armatage	Bancroft	Central
Audubon Park	Beltrami	Elliot Park
Bryn-Mawr	Bottineau	Harrison
Cedar-Isles-Dean	Bryant	Hawthorne
Columbia Park	CARAG	Lyndale
Diamond Lake	Cedar Riverside –West Bank	Near North
Downtown East	Cleveland	Phillips-Ventura Village
Downtown West	Cooper	Phillips-EPIC
East Harriet-Farmstead	Corcoran	Phillips-Midtown
East Isles	Ericsson	Phillips-West
ECCO	Field	St. Anthony East
Fulton	Folwell	Sheridan
Hale	Hiawatha	Stevens Square
Kenny	Holland	Loring Heights
Kenwood-Isles	Howe	Whittier
Linden Hills	Jordan	Willard Hay
Lowry Hill	Keewaydin	
Lynnhurst	Kingfield	
Marshall Terrace	Lind-Bohanon	
Nicollet Island-East Bank	Logan Park	
North Loop	Longfellow	
Page	Loring Park	
Prospect Park-E. River Road	Lowry Hill East	
St. Anthony West	Marcy-Holmes	
Shingle Creek	McKinley	
Tangletown	Minnehaha	
Victory	Morris Park	
Waite Park	Northeast Park	
West Calhoun	Northrup	
Windom	Powderhorn Park	
	Regina	
	Seward	
	Southeast Como	
	Standish	
	Webber-Camden	
	Wenonah	
	Windom Park	