
2017-2019 COMMUNITY PARTICIPATION PROGRAM
Submission for Funds

To: Minneapolis Neighborhood and Community Relations Department (“NCR”)

From: Concerned Citizens of Marshall Terrace (“CCMT”)

Date: November 15, 2016

We understand that this submission may be sent electronically to ncr@minneapolismn.gov, along with a copy of our bylaws.

CONTACT INFORMATION:

Organization Name:	Concerned Citizens of Marshall Terrace (CCMT)	
Address:	P.O. Box 18180 Minneapolis, MN 55418	
Website url:	www.marshallterrace.org	
Organization email:	www.CCMT568@msn.com	
Federal EIN:	41-1648191	
Board Contact:	Name:	Mary Jamin Maguire
Staff Contact:	Name:	Shari Seymour

Who should be the primary contact for this application? Mary Jamin Maguire

Date of Board review and approval: ___November 10, 2016___

FUNDING ACTIVITIES.

1. **Eligibility.** CCMT has previously received funding through the Community Participation Program (CPP) in 2014-2016. The neighborhood association, Concerned Citizens of Marshall Terrace (CCMT), was formed in 1987 as a 501(c)(3) tax-exempt nonprofit organization. The Marshall Terrace neighborhood is bounded on the north by St. Anthony Parkway, on the east by University Avenue Northeast, on the south by Lowry Avenue East and on the west by the Mississippi River. Marshall Terrace is primarily comprised of single-family homes and duplexes. There are also two apartment buildings, approximately 75 businesses and industrial buildings. There are at least two places of worship, two cultural centers, one senior-housing facility, and one supportive housing facility, one park that is adjacent to the Mississippi River and green space owned by Xcel and the Mississippi Watershed Management Organization's headquarters. There are no schools or daycare facilities.

2. **Community participation efforts.** CCMT will engage in ongoing efforts to ensure active participation by large sectors of our neighborhood, such as; new residents, elderly residents, solo parents, renters, landlords, minorities, business owners. These issues can be addressed by encouraging residents to become block leaders, to form block clubs and attend block meetings and by encouraging residents to become actively involved in all neighborhood projects through attendance at neighborhood meetings, personal contact, direct mailings of information, neighborhood get-togethers/socials.

Committees will be formed to target community concerns such as crime prevention and safety, housing deterioration, youth concerns, pollution & environmental issues and irresponsible rental property owners and/or renters.

3. **Building organizational capacity.** Marshall Terrace is a neighborhood in transition. Many of the Founding Members of the Concerned Citizens of Marshall Terrace (CCMT) are, now, deceased and other, older members are less involved in the neighborhood activities. Many of the more recent, younger residents of the neighborhood have not been very involved in neighborhood activities. The CCMT Board is planning to take some time to totally reorganize the way we communicate with and meet with the residents and businesses in our neighborhood. We will also build upon our successful events, such as National Night Out and our Holiday Event, and will talk/collaborate with the adjacent neighborhoods (Columbia Park, Holland and Bottineau). We will also do surveys and will hold special events in order to encourage input from and participation by all neighborhood residents/businesses.

4. **Building neighborhood relationships.** CCMT will organize public forum brainstorming at the annual meeting. CCMT will continue to reach out to residents at monthly meetings, other meetings and community events like National Night Out and Holiday events to hear what residents want. CCMT will continually gain information from our public and private partners, the Minneapolis Second Police Precinct, neighborhood businesses, neighboring neighborhoods and other Minneapolis neighborhoods, news publications such as the Northeaster and The Journal, organizations like East

Side Neighborhood Services, Catholic Eldercare, the Northeast Minneapolis Chamber of Commerce, *et cetera*, pertinent to the Marshall Terrace neighborhood. CCMT will reach out by direct phone calls, campaigns/events, monthly newsletters, flyers, email, website, Facebook, phone answering service and mail.

5. **Work with City departments and other jurisdictions.** CCMT has and continues to work with NCR, the City of Minneapolis, the Park Board, Hennepin County, Council Member Kevin Reich, the Office of Sustainability with in the City of Minneapolis and MWMO on such projects as; the 27th Avenue bike facility, Solar Power education, raingardens and community outreach, the St. Anthony bridge project, the GAF-hazardous air quality problems, housing issues, flooding issues, NRP Phase II contract and others. CCMT has also worked closely with other neighborhoods, Columbia Park, Holland, Bottineau and Beltrami, on Environmental issues, air pollution, Adopt A Highway clean-up projects and Renters Rights and Responsibility workshops.
6. **Involvement of under-engaged stakeholders.** Groups under-represented in, Marshall Terrace community activities include youths, Spanish-speaking residents, Somali residents, people associated with Shri Gaayatri Mandir and the Islam cultural center and others. CCMT will organize surveys and door knocking (with a translator when needed if possible) to reach out to various cultural groups. CCMT will reach out to professionals and professional entities in real estate, academia, social services, *et cetera*, to learn about new residents and to offer information about neighborhood activities. CCMT will connect with NCR staff and resources to identify cultural groups to work with and identify best outreach methods.
7. **Unused funds.** CCMT would like to continue keeping focused on getting more participants involved in the Marshall Terrace community, we will be working on new events and community outreach and program ideas for the upcoming budget, with this we will be incurring more costs.

8. **Budgets.** The following is a budget showing how CCMT intends to use Community Participation Program funds to support our neighborhood participation work and implementation of neighborhood priority plans.

2017-2019 BUDGET

CPP Budget	2017	2018	2019
Staff Expenses	\$ 21,820.00	\$ 21,820.00	\$ 21,820.00
Occupancy	\$ 600.00	\$ 600.00	\$ 600.00
General Liability Insurance	\$ 800.00	\$ 800.00	\$ 800.00
Directors and Officers Insurance	\$ 900.00	\$ 900.00	\$ 900.00
Communications/Outreach	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00
Supplies and Materials	\$ 850.00	\$ 850.00	\$ 850.00
Meetings/community building events	\$ 500.00	\$ 500.00	\$ 500.00
Development	\$ 250.00	\$ 250.00	\$ 250.00
Fundraising	\$ 200.00	\$ 200.00	\$ 200.00
Other Services: Professional Services, Child Care Services, Translation, Interpretation and ADA support	\$ 500.00	\$ 500.00	\$ 500.00
Total for contract:	\$ 29,020.00	\$ 29,020.00	\$ 29,020.00
Neighborhood Priorities	\$ 400.00	\$ 400.00	\$ 400.00
TOTAL:	\$ 29,420.00	\$ 29,420.00	\$ 29,420.00

Notes:

- Staff expenses should include payroll, FICA, and withholding, and contract staff.
- Employee benefits should include any health insurance, retirement, or other benefits.
- Professional services should include the cost of temporary contractors, bookkeepers, accountants, etc.
- Occupancy should reflect costs related to rent, utilities, phone, websites and email expenses, and other similar expenses.
- Each neighborhood organization is required to acquire General Liability Insurance and provide a certificate of insurance to the City of Minneapolis. Please contact your Neighborhood Support Specialist for details on required coverage and limits.
- NCR organizes bulk purchase of Directors and Officers Liability insurance for most neighborhood organizations. An additional \$900 is allocated to each neighborhood organization to cover the cost.
- Communications/Outreach should include costs of publications, printing, postage, delivery, flyers, etc.
- Translation, interpretation and ADA support should be included as part of the neighborhood organization’s budget, and could include the cost of contract services for translation and interpretation, or accommodations required under the ADA.
- Supplies and materials should include office supplies as well as expenses for supplies related to ongoing programs such as block patrols, etc.
- Meetings and community building events can include those costs related to community meetings and events (excluding food and entertainment).
- Development expenses could include costs related to training, education, recognition, or orientation for board, staff and volunteers.
- Fundraising could include any costs related to fundraising for your organization (hiring of consultants, costs of materials, postage, events, etc.).