

**2017-2019 COMMUNITY PARTICIPATION PROGRAM**

Application Template

Please use this template as a guide to developing your application for funding from the Community Participation Program. The level of detail should be appropriate to your organization’s proposed activities, and to the level of funding allocated for your organization.

You may provide this application electronically to [ncr@minneapolismn.gov](mailto:ncr@minneapolismn.gov). Please include a copy of your bylaws if they have been revised since your last funding submission.

**CONTACT INFORMATION:**

Organization Name:	Northside Residents Redevelopment Council
	1315 Penn Ave. N. Minneapolis, MN 55411
Website url:	<a href="http://www.nrrc.org">www.nrrc.org</a>
Organization email:	<a href="mailto:contactus@nrrc.org">contactus@nrrc.org</a>
Federal EIN:	41-0975381
Board Contact:	Name: John Jamison Phone: 651)230-0325 Email: <a href="mailto:jjamison@nrrc.org">jjamison@nrrc.org</a> Address: 1315 Penn Ave. N. Minneapolis, MN 55411
Staff Contact:	Name: Martine Smaller Phone: 612)277-1121 Email: <a href="mailto:msmaller@nrrc.org">msmaller@nrrc.org</a> Address: 1315 Penn Ave. N. Minneapolis, MN 55411

Who should be the primary contact for this application? \_\_\_Martine Smaller\_\_\_\_\_

Date of Board review and approval: \_\_\_Feb. 20, 2017\_\_\_\_\_

## FUNDING ACTIVITIES.

Use the following questions as a guide for your application. For questions 1-8, please limit each response to no more than 3 paragraphs.

1. **Eligibility.** If your organization has not previously been funded through the Community Participation Program, please provide evidence of the organization's eligibility, as identified in Section II of the Guidelines.
2. **Community participation efforts.** Describe proposed outreach activity in the neighborhood, and methods to involve residents and other stakeholders in one or more of the three key program purposes. How will you engage residents and other stakeholders of their neighborhood in developing a Neighborhood Priority Plan?

In 2017 NRRC's key program purposes are to rehab and relocate our offices to 1303 Golden Valley Road, create and implement a plan around our remaining NRP funds, and to increase block club participation.

NRRC was without an acting Executive Director for just under a year prior to the new director's hire in Feb of 2016. During this administrative transition the board has undergone a transition as well. For that reason, the first step in NRRC's outreach is to recruit board members. With 13 districts and 2 available board member seats in each district, our goal is to have at least one board member serve from all 13 districts. In order to reach this goal NRRC board members and administration are actively recruiting residents from districts without representation. This recruitment plan includes advertising on KMOJ and in community newspapers, email blasts, social media outreach, along with identifying residents to serve on the board and inviting them to get involved.

NRRC's second step in outreach is to reintroduce itself to the community at large. With the new leadership NRRC has rebranded itself and updated its vision. One way this vision will be shared with community members at large is through tabling each month at highly trafficked areas in the NRRC zone such as Cub Foods, Northpoint, and North Commons Park. This table will always include information about NRRC such as how to become a board member, how to be a block club leader and access mini-block club funds, information about NRP Funds and home loans, along with information about upcoming community events. Another tool we will use to reintroduce NRRC to the community at large is a newsletter to be delivered to all homes in the NRRC zone. In the summer months information about NRRC's work will be shared via door knocking. Finally, NRRC board members are also charged with taking an intentional approach to sharing information about NRRC within their personal networks whether that is a congregation, social network, or neighborhood group. We have already seen the results of these efforts with renewed interest in serving on the NRRC board and the addition of new members.

All of these outreach methods will serve to engage residents around the development of a plan for the NRRC's remaining NRP funds, accessing home loans and grants, creating a neighborhood history and rehabbing 1303 Golden Valley Road into NRRC Offices.

3. **Building organizational capacity.** How will you work to: (1) provide opportunities for the direct involvement of members, (2) build your membership and volunteer base, (3) encourage and develop new leadership, and (4) expand the organization's capacity through self-assessment and other activities.

Providing opportunities for direct involvement and building our membership and volunteer base is directly tied to our visibility in the community and the community's understanding of the resources and assets a neighborhood organization (NRRC) provides. As our visibility in the community grows through and the aforementioned outreach and the addition of new board members, we will see NRRC residents gravitate towards our organization. Opportunities for direct involvement include help tabling, door knocking, curating NRRC history, hosting and/participating in NRRC information sessions, coordinating neighborhood clean ups, and organizing neighborhood get togethers. Also we will ask interested residents to write brief articles for the Newsletter (both paper and email) to showcase and highlight information important to residents. These short term activities allow residents a quick yet direct way to be involved in and impact their community.

NRRC is especially interested in the youth voice and will focus on attracting youth and developing their leadership. NRRC encourages the leadership of youth along with any resident interested leadership by providing the administrative support so that any individual can participate addressing areas of concerns without being bogged down with the administrative details and new leaders can focus on their work.

Self assessment occurs through a survey administered on our website and when tabling and through setting goals for 2017 and the checking against those goals quarterly.

4. **Building neighborhood relationships.** Describe your outreach, networking and inclusivity efforts to: (1) build a sense of a whole neighborhood among residents, (2) build bridges among neighbors and diverse communities within the neighborhood, (3) work with other neighborhoods and organizations on issues of common interest, (4) build partnerships with private and public entities, and (5) benefit the neighborhood as a whole.
  1. Through our aforementioned outreach efforts residents will create a vision for the NRRC zone which can then be expressed through our NRP plan and our new headquarters at 1303 Golden Valley Road. Additional outreach ideas we will utilize to build a sense of the whole community will be monthly focus groups with residents of diverse backgrounds, summer walking tours throughout the NRRC zone and block club conferences.
  2. We will build bridges with diverse groups by hiring outreach workers to work specifically with members from those under-represented groups. Specifically we will focus on youth, seniors, renters, and immigrant residents. In order to build bridges among neighbors NRRC will hold special focus groups created to bring different residents together to learn about each other, our needs, and how we can resource share.

3. NRRC will work with other neighborhoods and organizations to build a shared vision and Northside culture, a culture that protects current residents from vultures and exploitation while empowering residents to push themselves to realizing their highest self and thus becoming a model for healthy urban living. This culture/lifestyle will be exemplified in the NRRC house we are creating at 1303 Golden Valley Rd. To complete this work NRRC anticipates partnering with all the neighborhood organizations in the NNC, CURA, UROC, Northpoint, Minneapolis Park Board, The Promise Zone, KMOJ, KBEM, Homewood Apartments, North and Insight News, along with other forward thinking interested partners.
  4. In order to realize this vision NRRC will reach out to private and public entities interested in partnering. Thus far that has meant working closely with the NCR staff, Regulatory Services, Neighborhood Housing Services, Minnesota Legal Aid and Stinson Leonard Street. Many organizations reach out to NRRC to collaborate and we welcome these opportunities.
  5. Benefits of this work to the neighborhood as a whole are a greater personal connection between neighbors, an increased understanding among neighbors as to how to shape their community which will lead to neighbors playing a more active role in shaping their community. NRRC's work to inform residents of Homewood's nomination for Historic Designation exemplifies increased connections between neighbors. Due to our informational meeting and sharing information in other venues, residents have gotten to know one another better, met neighbors they previously didn't know, shared information between each other and encouraged each other to get involved in this process and other community matters. Other benefits to the rehabbing of 1303 is greater access by residents to platforms such as gardening and bee keeping that educate and provide access to healthy urban living. Bringing people together into an environment that is truly warm and inclusive helps residents to see that they have more in common than not and how to galvanize the strength of that commonality.
5. **Work with City departments and other jurisdictions.** Discuss your efforts to connect with City of Minneapolis departments and other jurisdictions on behalf of your community and in support of your neighborhood priorities. Please also discuss how the NCR Department can help with this work.

The City of Minneapolis departments are readily available and easy to access when NRRC has the need. The city is responsive both via email and phone. Throughout this year we have worked with staff from the following departments: Regulatory Services, CPED, Zoning, City Planning, Street Resurfacing, Solid Waste and Recycling along with NCR. Staff from all of these departments have been helpful and quick to share relevant information. NCR has been very supportive of NRRC as it re-establishes itself into a fully functioning neighborhood organization. NRRC is not only grateful for this support but for the depth of the resources available through NCR and its staff.

One area where NCR could be of increased assistance to NRRC is in more directly addressing the radical targeting of North Minneapolis by non-Northsiders for their own self serving purposes such as money, ego, or career advancement. Many residents have expressed concerns to NRRC staff and board that frequently development decisions about our

community are made behind closed doors and by those who do not live in our community. Two examples are Homewood's nomination for Historic Designation and the city's decision to sell the Southeast corner of Penn and Plymouth without neighborhood or community engagement. In both cases the city failed in effectively sharing these proposals with the residents who will be impacted. When residents come to NRRC with these problems, NRRC would appreciate greater support from NCR in addressing these situations. Specifically NRRC sees NCR's capacity to help in two areas. First, NCR has greater access to communicate with city officials at the helm of these decisions. With this access NCR can play a key role helping to articulate community concerns and why the city should heed and address these concerns rather than ignore and strategize around them. Also, NCR could facilitate meetings between NRRC residents and the city officials at the helm of these decisions. Second, when NRRC and NCR staff identify city processes that are flawed and work against the community members, NCR can help improve these processes by articulating to city leadership why certain processes are flawed and how they should be corrected.

6. **Involvement of under-engaged stakeholders.** Discuss which stakeholder groups are typically un-engaged or under-engaged in your work, and how you will work to involve those groups. Please also discuss how the NCR Department can help with this work. Renters who live in apartment buildings, recent immigrants, and youth are typically un-engaged or under-engaged stakeholders. All of the aforementioned outreach strategies will serve to improve the engagement of these stakeholders. Aside from NRRC's plan to hire outreach workers from these groups, tabling, doorknocking, and targeted focus groups will most directly increase their connection to NRRC's work.
7. **Unused funds.** Discuss how you plan to use unused funds from the previous cycle for community engagement or implementation of neighborhood priorities. Unused funds from the previous cycle will be devoted to creating outreach positions for individuals from the previously listed under engaged groups that will help to implement the aforementioned outreach plan. Remaining funds will also go towards the printing and distribution of a paper newsletter.
8. **Policies and other documents.** Applications should include copies of required policies and documents, if changed since your previous application. This should include bylaws, grievance procedures, personnel procedures and policies, EOE or AA plan, ADA plan and policy, and a current board list (Contact your Neighborhood Support Specialist at NCR if you have questions or need samples).
9. **New organizations.** If your organization was not funded in the previous year, a report on the previous year's activities must be included with your application.
10. **Budgets.** Please use this budget template when submitting your Community Participation Plan for approval. Your budget should show how Community Participation Program funds will support the organization's community participation work and an amount set-aside, if any, for implementation of Neighborhood Priority Plans. An annual budget for the organization should also be provided.  
Please note that not all expenses are eligible for reimbursement. Expenses related to neighborhood celebrations and events are only eligible if the event's purpose is to increase neighborhood awareness and involvement in the organization's planning and implementation efforts. Expenses such as pony rides, food and entertainment are not eligible for funding and will not be reimbursed.  
Expenses related to projects may only be eligible if they are related to implementation of an approved Neighborhood Priority Plan, and are identified in a CPP, NPP or NRP contract.

Contact your Neighborhood Support Specialist at NCR for further details.

ESTIMATED BUDGET

<b>CPP Budget</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Staff Expenses	\$110,666	\$110,666	\$110,666
Employee Benefits	\$6,000	\$6,000	\$6,000
Professional Services	\$31,025	\$31,025	\$31,025
Occupancy	\$11,916	\$11,916	\$11,916
General Liability and Directors and Officers Insurance	\$1,533	\$1,533	\$1,533
Communications/Outreach	\$4,760	\$4,760	\$4,760
Translation, interpretation and ADA support	\$5,000	\$5,000	\$5,000
Supplies and Materials	\$4,200	\$4,200	\$4,200
Meetings/community building events	\$1,700	\$1,700	\$1,700
Fundraising	\$740	\$740	\$740
Other Services (please describe):			
		\$	
<b>Total for contract:</b>	\$	\$	\$
Neighborhood Priorities	\$	\$	\$
		\$	
<b>TOTAL:</b>	\$177,540	\$177,540	\$177,540

**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.).