



## 2019 Annual Report Community Participation Program

### 1. NEIGHBORHOOD ORGANIZATION

Marshall Terrace Neighborhood

### 2. ORGANIZATIONAL INFORMATION

Neighborhood Organization Contact: Mary Jamin Maguire-Chair, 612-968-2563 or Shari Seymour-

Organization Address: P.O. Box 18180, Minneapolis, MN

Organization Address 2:

Organization ZIP: 55418

Organization Email Address: marshallterracempls@gmail.com

Organization Phone Number: 612-568-7422

### 3. Organization Website and Social Media

Website: marshallterrace.org

Facebook: facebook.com/marshallterraceminneapolis

Twitter: twitter.com/marshallterrace

Other:

### 4. DATE OF BOARD APPROVAL

Once your board has reviewed this draft annual report, please provide the date of the meeting at which the board approved submission of this report to NCR. **Note:** Meeting minutes may be requested by NCR

Date

03/10/2020

## 2019 Community Participation Program Annual Report

### Additional Organization Information

NOTE: The information in this section will be aggregated by the NCR staff for the annual [NEIGHBORHOOD PROGRAMS REPORT](#) and not be published as part of each neighborhood's Annual Report.

Indicate the **POSITION TITLE** and **AVERAGE HOURS PER WEEK** of each **PAID EMPLOYEE OR CONTRACT STAFF** (excluding professional services such as accounting, legal, etc.)

	5. POSITION TITLE	6. AVE. HRS./WK.
Position #1	Community Coordinator	11
Position #2	Media Manager	4
Position #3		
Position #4		
Position #5		

**7. IF NEEDED, PROVIDE ADDITIONAL INFO HERE:**

Note if any positions are seasonal, temporary, etc.

## 2019 Community Participation Program Annual Report

### Stakeholder Involvement – Basic Outreach and Engagement

#### WHICH OF THE FOLLOWING OUTREACH ACTIVITIES DID YOUR ORGANIZATION USE IN 2019?

#### 8. **MEETINGS** (Check all that apply)

- Held regular committee meetings or discussion groups that are open to all stakeholders
- Held at least one general membership or community meeting (in addition to the annual meeting) to gather input from residents and other stakeholders for a neighborhood specific initiative
- Hosted at least one general membership or committee meeting in response to a City request for input - such as a development proposal, transit planning or public works project
- Conducted one or more focus groups

#### 9. **DOOR-TO-DOOR** (Check all that apply)

##### **Door-Knocking** (with goal of face-to-face engagement)

- At least once reaching a portion of neighborhood
- At least once reaching most or all of the neighborhood
- For more than one issue/outreach effort
- On a routine basis
- Conducted primarily by staff members
- Conducted primarily by volunteers
- Carried out primarily to increase membership and participation
- Carried out primarily to gather input or inform on a specific city or neighborhood issue

10. Approximately **HOW MANY HOUSEHOLDS DID YOU REACH** through door-knocking in 2019?

Please provide a whole number only

11. **Flyering** - Dropping literature at doors (Check all that apply)

- At least once reaching a portion of neighborhood
- At least once reaching most or all of the neighborhood
- Carried out primarily to inform and increase membership and participation
- Carried out primarily to gather input or inform on a specific city or neighborhood issue

12. Approximately **HOW MANY HOUSEHOLDS DID YOU REACH** through flyering in 2019?

Please provide a whole number only

13. **EVENTS** (Check all that apply)

- Staffed a booth or table at neighborhood event or other community event that included sign-up sheets, surveys or information about your organization
- Organized one or more issue specific event (such as a safety forum, housing fair, Open Streets, Creative Citymaking, etc.)
- Organized smaller events for specific outreach to target audiences (e.g., sidewalk tabling to reach renters, lemonade stands, tabling at Farmer's Market, etc.)

14. **COMMUNICATION** (Fill in all that apply)

Print a paper newsletter **Monthly**  
(If so, at what frequency?)

Number of subscribers to your email list **37**

Number of followers on Facebook and Twitter Combined **475**

**OTHER** (Check all that apply)

- Conducted at least one community-wide survey (such as a random sample or all-household survey)
- Conducted another form of survey (e.g., intercept survey)
- Developed partnerships with cultural, religious, professional or business associations to expand outreach into under-represented

**Other activities** (please describe here):

Our newsletter is monthly. We also connect with the neighborhood by phone and website.

15. Please provide an **ESTIMATE OF THE VOLUNTEER HOURS PROVIDED** to your organization in 2019.

Please provide a whole number only

16. **HOW DID YOUR ORGANIZATION REACH OUT TO UNDER-REPRESENTED GROUPS IN YOUR NEIGHBORHOOD?** (Check all that apply)

- Worked on an issue of particular interest to an under-represented group within the neighborhood
- Provided notices of annual and special meetings in multiple languages
- Provided newsletter articles or web pages in multiple languages
- Targeted outreach in apartment buildings or blocks to reach renters
- Targeted tabling at other events or locations (such as farmers markets, cultural events, etc.)

- Held focus groups or open meeting formats for under-represented communities
- Met with other agencies in the community that work closely with under-represented constituencies in the neighborhood
- Included an Americans with Disabilities Act statement on meeting and event notices
- Reviewed participation activities, and identified new leaders and volunteers for volunteer, committee and board participation
- Held one-time/pop up events in areas of the neighborhood that don't often have neighborhood meetings

**Other activities** (please describe here):

We have consciously and intentionally changed our Holiday Potluck to recognize the changing diversity in our neighborhood. MTNO hosts a Heritage Potluck event in January for the residents of Marshall Terrace. This is an event where residents get to bring a dish from their heritage or family favorite to share with guests. The guest get to vote on their favorite dish. Each year our neighborhood participation has grown with not only the amount of favorite dishes, but the amount of residents attending the event. In addition to our quarterly events, Marshall Terrace also has a raingarden program that we are able to fund to up to five residential properties per year through our NRP funding.

17. What more would you like to tell NCR or the community **ABOUT YOUR STAKEHOLDER INVOLVEMENT?** What are you doing that is **NEW OR PARTICULARLY SUCCESSFUL TO REACH RESIDENTS** and others?

MTNO developed yard signs highlighting the neighborhood meetings and events. Our yard signs have increased the amount of attendance and awareness significantly throughout the year.

## 2019 Community Participation Program Annual Report 2019 Highlights

### PLEASE DESCRIBE ONE OR TWO MAJOR HIGHLIGHTS

- What was the issue or opportunity the neighborhood was facing?
- Who was impacted?
- What steps did you take to address the issue or opportunity?
- What was the outcome?

18. **MAJOR HIGHLIGHT #1**

In October we held our annual October Fall Festival as a quarterly meeting at 56 Brewing, a local business in Marshall Terrace. In the past one of the issues Marshall Terrace was facing was not getting enough attendance at our general meetings. So the board decided to go to four quarterly meetings and create events along with giving updates to the happenings in Marshall Terrace. These events have substantially increased our attendance. The Fall Festival is an event that includes residents of all ages and their pets. We host activities for the adults and children. We have a power point of happenings throughout the year in Marshall Terrace Neighborhood. We also include update of our surrounding neighborhoods and the City of Minneapolis. We have an informational table and residents get to express their ideas and concerns and ways to be involved in the neighborhood.

19. **MAJOR HIGHLIGHT #2**

National Night Out held in August is one of our greatest events of the year. We host our National Night Out event at the Marshall Terrace Park and we welcome all residents of Marshall Terrace, a wide variety of people attend from all ages and cultures. We have a potluck dinner, announcements, prizes, activities for the children, musical entertainment and special guest speakers attend our event. We had 171 residents in attendance this year.

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20. Please send us a copy of your **OVERALL ORGANIZATIONAL BUDGET** for your current fiscal year (including City and other restricted or non-restricted funds) to [ncr@minneapolismn.gov](mailto:ncr@minneapolismn.gov) with the Subject Line: *2019 CPP Annual Report Budget*.

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21. Please Send your **CURRENT BOARD LIST with NAMES and CONTACT INFORMATION** (Name, Street Address, Email, Phone) to [ncr@minneapolismn.gov](mailto:ncr@minneapolismn.gov) with the Subject Line: *2019 CPP Annual Report Board List*. (This information will not be made public by NCR or shared with others - it is for internal use only.)

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22. We'd love to share your highlights with others.  
If possible, send digital photos, videos, illustrations to [ncr@minneapolismn.gov](mailto:ncr@minneapolismn.gov) with the Subject Line: *2019 CPP Annual Report Images*. If you have a large digital file, please make arrangements to mail or deliver a copy directly to your NCR Neighborhood Specialist.

**THANK YOU!**