
Page 2: Organization Information

Q1

Neighborhood Organization Information

Main Contact Name	John Larkey
Organization Name	Nicollet Island East Bank Neighborhood Association
Organization Address:	160 Bank St SE
City	MINNEAPOLIS
State	MN
Organization ZIP:	55414
Organization Email Address:	brenda@niebna.org
Organization Phone Number:	612.860.0923

Q2

WEBSITE AND SOCIAL MEDIA

Website	www.niebna.org
Facebook	https://www.facebook.com/niebna.org
Twitter	@niebna
Other	https://www.instagram.com/niebna/

Q3

When and where do you hold your monthly board meetings?

Our meetings are held on the third Thursday of the month at Riverplace, 43 SE Main Street

Q4

Date of Board approval

After your board reviews this **03/21/2024** draft annual report, please provide the approval date or the anticipated approval date if not yet approved. Meeting minutes may be requested by NCR.

Page 3: Updated Documents

Q5

Upload your Certificate of Insurance for liability insurance

2023%20NIEBNA%20Certificate%20Insurance%20AmFam%20copy.pdf (215.3KB)

Q6

Upload your Certificate of Insurance for Directors and Officers Insurance

Directors%20%26%20Officers%2024-25%20USLI%20Certificate%20Insurance.PDF (273.3KB)

Q7

Upload an update board list

NIEBNA%20Board%20List%20-%20January%202024%20to%20Present%20-%20Board%20List.pdf (53.9KB)

Q8

Upload your overall organizational budget

2024%20NIEBNA%20Budget%20APPROVED%202024.01.18%20copy%202.pdf (37.6KB)

Page 4: Staffing

Q9

Indicate the POSITION TITLE of each PAID EMPLOYEE OR CONTRACT STAFF (excluding professional services such as accounting, legal, etc.)

Position Title #1

NIEBNA Neighborhood Coordinator

Q10

Please indicate below the AVERAGE HOURS PER WEEK of each paid staff (excluding separate professional services such as accounting, legal, etc.)

#1 Hours/Week **12.0**

Q11

Respondent skipped this question

Please share the name of your accountant or bookkeeping service provider.

Q12

Respondent skipped this question

IF NEEDED, PROVIDE ADDITIONAL INFO BELOW: Note if any positions are seasonal, temporary, etc.

Page 5: Stakeholder Engagement - Outreach & Engagement

Q13

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 projects**
 - ,
 - Conducted one or more focus groups**
-

Q14

DOOR-TO-DOOR - with goal of face-to-face engagement (Check all that apply)

- At least once reaching a portion of neighborhood,**
 - For more than one issue/outreach effort,**
 - 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**
-

Q15

Approximately HOW MANY HOUSEHOLDS DID YOU REACH through door-knocking last year?

150

Q16

FLYERING - Dropping literature at doors (Check all that apply)

**At least once reaching most or all of the neighborhood,
Carried out primarily to inform and increase membership and participation**

Q17

Approximately HOW MANY HOUSEHOLDS DID YOU REACH through flyering last year?

4000

Q18

EVENTS (Check all that apply)

Organized one or more issue specific event (such as a safety forum, housing fair, Open Streets, Creative Citymaking, etc).

Q19

COMMUNICATION (Fill in all that apply)

Email newsletter (share frequency and subscriber total)

quarterly, 1350

Primary social media [facebook, twitter, or other] (share posting frequency and subscriber count)

Facebook - 567 followers, Instagram - 306 followers, Twitter X 136 followers -

Q20

OTHER (Check all that apply)

Conducted at least one community-wide survey (such as a random sample or all-household survey)

Q21

Please provide an ESTIMATE OF VOLUNTEER HOURS PROVIDED to your organization last year. (see Volunteer Hour Tracking Guide for suggested ways to calculate this.)

1140

Q22

HOW DID YOUR ORGANIZATION REACH OUT TO UNDERREPRESENTED GROUPS IN YOUR NEIGHBORHOOD? (Check all that apply)

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 underrepresented communities

,

Met with other agencies in the community that work closely with underrepresented constituencies in the neighborhood

Q23

WHAT CITY SERVICES AND SUPPORTS DID YOUR ORGANIZATION USE? (Check all that apply)

Did your staff or board members attend any monthly Citywide Neighborhood Meetingd?

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Did your organization have City staff attend any of your board or community meetings to present and engage residents?

Page 6: Equitable Engagement and 2024 Timeline & Goals

Q24

Referencing the QUANTITATIVE GOALS section of your EQUITABLE ENGAGEMENT PLAN, share your progress on the goals, sharing both success and lessons learned.

The goal for renters was to have 1-2 appointed people beyond front office staff to relay information. We exceeded this goal with a total of 10 building ambassadors. The goal for seniors was to have 1-2 appointed people beyond front office staff to relay information. We met this goal by partnering with Southeast Seniors to ensure regular communication.

Q25

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?

We've had several new businesses move into our area and we've worked together to promote their grand openings and had representatives attend our board meeting. We partnered with local businesses to provide donations for our Earth Day clean up event and Dog Parade.

Q26

Share a timeline of proposed events and activities for 2024(Format by quarter or month as you prefer. Example: “Jan-March: -Plan spring outreach event)

April 2024 - Earth Day Clean Up Event
June 2024 - Dog Parade
Fall Quarter - Fall engagement event

Q27

Respondent skipped this question

Share your 2024 Equitable Engagement Qualitative goals(Make your goals SMART: Specific, Measurable, Achievable, Relevant, and Time-Bound)

Page 7: Neighborhood Day 2024

Q28

Nothing

On May 11, 2024, we are hosting...

Q29

Respondent skipped this question

Date, time, and location of your Event(Ex. May 11 from 9am to 7pm at Community Rec Center, 1234 Broadway Ave, continuing through May 21)

Q30

Webpage for your event (Board elections, annual meeting, or other event)

<https://www.niebna.org/meetings-and-events>

Q31

Date / Time

05/16/2024

Date of your Annual MeetingIf you aren't hosting your board elections on Neighborhood Election Day, please share the exact or approximate date of your upcoming annual meeting.

Q32

Upload an Event imageWe will use this on the citywide map of Neighborhood Day to promote your event information. (See the 2023 map example)

NIEBNA%20_Board%20of%20Directors%20Community%20Meeting_5.16.2024.pdf (73.3KB)

Page 8: Program Highlights

Q33

Respondent skipped this question

What category best describes the highlight you'd like to share?

Q34

Respondent skipped this question

Write 2-3 paragraphs describing a highlight from 2023 related to the topic above.

Q35

Respondent skipped this question

Attach a photo related to the highlight you shared in the story above.

Q36

Respondent skipped this question

What category best describes the second highlight you'd like to share? (Optional)

Q37

Respondent skipped this question

Write 2-3 paragraphs describing a second highlight from 2023 related to the topic above. (Optional)

Q38

Respondent skipped this question

Attach a photo related to the highlight you shared in the story above.
