
Page 2: Organization Information

Q1

Neighborhood Organization Information

Main Contact Name	Danecha Gipson
Organization Name	Cleveland Neighborhood Association
Organization Address:	3333 Penn Ave north
City	Minneapolis
State	MN
Organization ZIP:	55412
Organization Email Address:	info@clevelandneighborhood.org
Organization Phone Number:	6125881155

Q2

WEBSITE AND SOCIAL MEDIA

Website	www.clevelandneighborhood.org
Facebook	Cleveland neighborhood association

Q3

When and where do you hold your monthly board meetings?

4th Wednesday of the month via zoom

Q4

Date of Board approval

After your board reviews this **02/28/2024** 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

Liability%20Insurance%20certificate.pdf (462.1KB)

Q6

Upload your Certificate of Insurance for Directors and Officers Insurance

D%26O%20insurance.pdf (462.1KB)

Q7

Upload an update board list

2024%20neighborhood%20contact%20sheet.pdf (142.3KB)

Q8

Upload your overall organizational budget

CNA%20B-2%20Budget%202024.pdf (519.5KB)

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

Executive Director

Position Title #2

Accountant

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 40.0

#2 Hours/Week 20.0

Q11

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

Robert Thompson

Q12

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

I am not sure of accurate hours worked from our accountant; I have provided an estimate. I can send an email to my support specialist to provide confirmation.

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

,

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,

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?

100

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?

150

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)

Print newsletter (share frequency and distribution size)

quarterly 150

Email newsletter (share frequency and subscriber total)

auto- generated monthly.

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

1-2 posts per day

Q20

OTHER (Check all that apply)

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

,

Developed partnerships with cultural, religious, professional or business associations to expand outreach into under-represented populations

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.)

175

Q22

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

Provided notices of annual and special meetings in multiple languages

,

Targeted outreach in apartment buildings or blocks to reach renters

,

Held focus groups or open meeting formats for underrepresented communities

,

Held one-time/pop up events in areas of the neighborhood that don't often have neighborhood meetings

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 staff or board participate in any trainings with the City of Minneapolis (board trainings, learning labs, workshops, conference)

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.

A success we have had is gaining more participation from neighbors to help with door knocking. As well as having a new neighbor who is fluent in Spanish to help translate while out in the community. I think changing up the time and day we are out has been a lesson learned because that depends on face to face engagement.

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?

Tabling more at school gatherings to engage more with our families in the neighborhood. it has been successful by reaching certain families who don't speak English to kind of break the barrier that CNA has had in the past due to an increase in newcomers.

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)

We don't currently have any upcoming events for spring.

Q27

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

Since there have been a lot of changes in our neighborhood. Our Qualitative goals will be too door knock at least once a month instead of quarterly. Try to table at least 65% of events in the summer outside of our own. Identify top needs of Cleveland residents through survey responses in multiple channels. Engage more underrepresented residents in Cleveland Board activities and communities

Page 7: Neighborhood Day 2024**Q28****Other Event**

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

Q29

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)

We are still undecided on if we will host a connection night or a clean up day

Q30

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

N/A

Q31

Date / Time

10/23/2024

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

Respondent skipped this question

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

Page 8: Program Highlights**Q33**

Other (please specify):

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

live on the drive

Q34

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

In 2023, We hosted a soft but smaller version of Live on The Drive. We currently do not have funding to throw the event like we have in the past. So, we only had a few food trucks.

We started something different by having our youth in the community to sell popcorn and snow cones for donations for our youth program.

Instead of having popular bands perform we had youth performers come to show case talent weather it was singing, dancing and spoken word. We ended the night with a moment of silence to honor Children who lost their life in our neighborhood. And showed a movie at sundown.

Q35

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

talent%20show.jpeg

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.
