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Page 2: Organization Information

**Q1**

Neighborhood Organization Information

Main Contact Name	<b>Andrea Siegel</b>
Organization Name	<b>Tangletown Neighborhood Association</b>
Organization Address:	<b>PO Box 19347</b>
City	<b>Minneapolis</b>
State	<b>MN</b>
Organization ZIP:	<b>55419</b>
Organization Email Address:	<b>info@tangletown.org</b>
Organization Phone Number:	<b>6125643445</b>

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**Q2**

WEBSITE AND SOCIAL MEDIA

Website	<b>tangletown.org</b>
Facebook	<b>facebook.com/tangletown</b>
Other	<b>Instagram: @tangletownmpls</b>

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**Q3**

When and where do you hold your monthly board meetings?

3rd Monday of each month at Fuller Park (hybrid Zoom option), with no meeting in December, and January and June meetings held on the 3rd Tuesday of the month due to holidays.

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## 2023 Neighborhood Annual Report

### Q4

Date of Board approval

After your board reviews this **02/19/2024** draft annual report, please provide the approval date or the anticipated approval date if not yet approved. Meeting minutes may be requested by NCR.

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Page 3: Updated Documents

### Q5

Upload your Certificate of Insurance for liability insurance

**CHUBB%20Liability%202023-24.pdf (2.2MB)**

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### Q6

Upload your Certificate of Insurance for Directors and Officers Insurance

**USLI\_NDO1569227C\_DecPage.pdf (34.4KB)**

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### Q7

Upload an update board list

**TNA%20Board%20roster%202023-2024.pdf (78.8KB)**

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### Q8

Upload your overall organizational budget

**Tangletown%20NA\_FY24%20Budget%20-%20FY24%20Operating%20Budget.pdf (64.1KB)**

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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**

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**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

20.0

**Q11**

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

Michael Wilson, CPA

**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,

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?

10

**Q16**

Respondent skipped this question

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

**Q17**

Respondent skipped this question

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

**Q18**

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.

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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.)

**Q19**

COMMUNICATION (Fill in all that apply)

Print newsletter (share frequency and distribution size)

In 2023 we mailed 2 issues (Spring and Fall) reaching 1800 households

Email newsletter (share frequency and subscriber total)

Monthly neighborhood news e-news to 1,260 subscribers, and quarterly environmentally focused e-news to 721 subscribers

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

Facebook: 4-5 posts/week, 1,085 followers

**Q20**

OTHER (Check all that apply)

Conducted another form of survey (e.g., intercept 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.)

480

## Q22

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

Worked on an issue of particular interest to an underrepresented group within the neighborhood

,

Provided notices of annual and special meetings in multiple languages

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Provided newsletter articles or web pages in multiple languages

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Targeted outreach in apartment buildings or blocks to reach renters

,

Held focus groups or open meeting formats for underrepresented communities

,

Included an Americans with Disabilities Act statement on meeting and event notices

,

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)

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Did your organization utilize the provided legal services from MissionGuardian.com?

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

**Q24**

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

## 2023 Neighborhood Annual Report

One focus group event each year, min. 20 participants:

Successes:

Reach: We successfully purchased an updated mailing list and sent a direct mail postcard to all Tangletown residential addresses, including apartments. We also hung posters at businesses near large apartment buildings, emailed all property owners/managers listed on the rental property license list provided by the city, included announcements in multiple issues of our e-news and multiple Facebook posts, and included a flier in welcome totes to new neighbors.

Accessibility: Based on feedback from our Fall 2022 Neighborhood Survey, we chose two different dates, times, and locations. Both locations were centrally located and accessible to those with differing mobility needs such as walkers and wheelchairs. We offered interpreting, childcare, and each participant a \$25 payment for their time as our subject matter experts on their particular demographic (specifically residents who rent their home, BIPOC residents, and low-income residents).

Lessons learned:

We had hoped to have 20 participants at each session. However, only 4 people signed up to participate and only 2 people showed up. Those who canceled had conflicts come up and did not respond to follow up engagement. The 2 who showed were both renters. One main point of feedback was that the neighborhood is too expensive/not attainable for buying a home, making it feel less like their neighborhood since they probably would move to buy a home elsewhere.

Recruit one board member from an underrepresented group in our neighborhood

Lessons learned: We were unsuccessful in 2023 but continue to work on this in 2024. When analyzing our fall 2022 survey results, the top reason for not engaging or not being interested in joining the board or a committee was lack of time followed by not being offered at the right time.

Increase e-news contact list by 50 in total each year

Successes: E-news sign ups at events continue to be effective. We had collected over 50 e-news sign ups at events throughout the year, however only 27 of them were new subscribers.

Lessons learned: Our biggest increase in subscribers happens when we do our biannual neighborhood survey. 2024 is a survey year. The fact that a number of sign ups at events were already subscribers would indicate we have an opportunity to broaden our engagement and interest from new residents who perhaps are not attending events and meetings yet.

One message or call out translated into Spanish and Somali in each print newsletter

Successes: We partnered with Kingfield and Lyndale on two multi neighborhood print newsletters with all content translated into Spanish. We will continue this in 2024. In addition, we added a Google translation plugin for Spanish and Somali to the Tangletown.org website. We have added QR codes to all flyers indicating that the information can be found online in Spanish and Somali.

Lessons learned: Using feedback from our Somali interpreter, we focused on Spanish translation of the newsletter vs. Somali as interpreters shared that a large portion of the Somali community does not read Somali or does so in a very limited capacity. For 2024, staff and board members are brainstorming another way to provide newsletter content in Somali, perhaps with a recording or by providing news highlights to cultural radio stations.

Engage with 25 renters at building pop-up events each year

Successes: We hosted a pop-up event at Creekside Commons. We provided a Somali interpreter as the building manager shared that the majority of residents are Somali. We had over 25 attendees, of which 10 were adults and the remaining were school-age children. We catered sambusas and gave away fun mechanical pencils to the kids (back to school time), both of which were very popular.

Lessons learned: Food and giveaways are always popular. With the exception of Creekside, building owners and managers were unresponsive to requests to host pop up events at their buildings. Will continue to reach out in 2024 to building owners/managers and directly to residents.

One direct mail piece sent to every rental address each year

Successes: We purchased a new mailing list in 2023 to ensure we had every new rental property covered. We sent a direct mail postcard to all addresses (~1800) in spring 2023, with a specific invitation to renters and underrepresented community members to participate in a 1-hour focus group and be paid as a subject matter expert. We also had a call out on this postcard inviting recipients to our Neighborhood Day event and to join the board.

## 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 are excited to be able to continue to offer a translated newsletter in 2024. This partnership was a big win for us in 2023 as we could not afford to write, translate, and print a multilingual newsletter on our own.

Also new in 2023 was our summer event. Instead of holding the event on the 4th of July, we picked a date in partnership with Fuller Park for their free Movie in the Park night. This helped us reach a broader audience and allowed us to offer more activities for more age groups (a rock band and food trucks for adults, inflatable activities and face painting for young kids, MPRB pop up park for tweens/teens, outdoor movie for all ages, etc.). We are taking what we learned and expanding on this in 2024.

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## 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)

Monthly in 2024: Board and committee meetings (open to all) and monthly e-newsletters

January: Hennepin County Fix-It Clinic, Presentation by Erin Que, Minneapolis City Planner, on potential historic district, Sustainability Sam quarterly environmental e-news

February: Winter print newsletter, Tangletown Winter Fest

March: Public Safety Community Conversation with 5th Precinct, Lunch & Learn: How to get more longevity out of your personal technology

April: Spring/Summer print newsletter, Sustainability Sam quarterly environmental e-news, E-waste recycling facility tour, Equity education event (potential Environmental Justice Bus Tour), Welcome Bag deliveries to new residents

May: Tangletown Garage Sale, May Food Drive, Neighborhood Day event: Spring Spruce up and compost distribution, Annual Meeting and social hour

June: Data bearing e-waste recycling event, New board member training

July: Sustainability Sam quarterly environmental e-news, Tangletown Summer Party & Movie in the Park at Fuller Park

August: Clothing Swap

September: Fall print newsletter, Neighborhood Survey

October: Sustainability Sam quarterly environmental e-news, Welcome Bag deliveries, SW Neighborhoods Collaborative DEI workshop (tentative date)

November: Final board meeting of the fiscal year

December: End of Year board gathering

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## Q27

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

1. Execute a neighborhood survey:
  - a. Collect 300 survey responses
  - b. 20% of responses from renters or low-income residents
  - c. Knock on 250 doors
  - d. Send one direct mail piece to all renters
  - e. Host one renter pop up event at an apartment building
2. Recruit 1 board member from an underrepresented group (renter, HHI of less than \$50k, BIPOC, or disabled)
3. Increase e-newsletter subscribers by 50
4. Perform one Intercultural Development Inventory (IDI) to assess the intercultural competence of our organization and identify gaps and support needs.

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Page 7: Neighborhood Day 2024

## Q28

Nothing

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)

May 18 from 10 AM - Noon, location TBD

## Q30

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

[tangletown.org/neighborhood-day/](http://tangletown.org/neighborhood-day/)

## Q31

Date / Time

05/20/2024

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)

2023%20Neighborhood%20Day%203.jpg (1.7MB)

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Page 8: Program Highlights

**Q33**

**Equitable Engagement**

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

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**Q34**

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

Tangletown Neighborhood Association hosted our first Neighborhood Day event on May 13, 2023. The event combined our annual Spring Spruce Up, Plate-to-Garden compost distribution, food drive for Joyce Uptown Foodshelf, and board/committee recruitment into a one day neighborhood celebration. We estimated that about 120+ neighbors turned out to the event.

We partnered with Mayflower Church to use their parking lot space for the event and their environmental committee and Scout troop provided compost distribution volunteers. We had a volunteer Master Gardener on site to answer questions about sustainable yard and garden care. Wise Acre Eatery, St. Paul Bagelry, and Red Wolf Chai donated food and drinks. We gave away work gloves, yard waste and litter bags, and had drawings to give away countertop compost bins and radon tests.

We picked this location as it is within walking distance to the majority of our large apartment buildings, and is flat and easy to access by car, bus, bike and foot. A direct mail postcard was sent to every house and apartment, inviting residents to join us for this community event and enjoy free food, learn about joining their neighborhood board and committees, and participate in sprucing up and caring for our environment and community.

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**Q35**

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

2023%20Neighborhood%20Day%203.jpg (1.7MB)

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**Q36**

**Environmental**

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

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**Q37**

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

We completed our Lawns to Legumes multi-neighborhood South Nicollet Pollinator Pathway Project. On June 9th and 10th, residents, volunteers, and Master Gardeners distributed, prepared, planted, and mulched over 85 native pollinator gardens, stretching from Minnehaha Creek all the way to Lake Street, between 35W and Lyndale Ave. This was an opportunity to improve our environment through native plantings, beautifying our community while building relationships with our neighbors.

In addition to many residential gardens, Tangletown Neighborhood Association planted one of the project's community site gardens at Fuller Park, entering into a stewardship agreement with MPRB. The garden was planted in a neglected raised bed outside the lower main entrance of the park building, near the Fuller Park sign and Free Little Library. A volunteer Master Gardener designed the garden using native pollinator plants, including those preferred by the Rusty Patched Bumblebee, Minnesota's endangered state bee. Volunteers prepped the soil and planted new plants while existing native and salvageable plants already in the bed were split and or moved to be incorporated into the design.

Once the planting was finished, volunteers mulched the garden bed to help protect the plants and retain moisture in the soil. Volunteers continued to water and weed the garden throughout summer 2023 to help plants get established. We just renewed our stewardship agreement for 2024 and are working on a volunteer plan for maintaining the garden for many years to come.

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**Q38**

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

**Fuller%20Park%209.jpg (6MB)**

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