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Page 2: Organization Information

**Q1**

Neighborhood Organization Information

Main Contact Name	<b>Diana Hawkins</b>
Organization Name	<b>Hawthorne Neighborhood Council</b>
Organization Address:	<b>2944 Emerson Ave N</b>
City	<b>Minneapolis</b>
State	<b>MN</b>
Organization ZIP:	<b>55411</b>
Organization Email Address:	<b><a href="http://www.hawthorneneighborhoodcouncil.org">www.hawthorneneighborhoodcouncil.org</a></b>
Organization Phone Number:	<b>612-529-6033</b>

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**Q2**

WEBSITE AND SOCIAL MEDIA

Website	<b><a href="http://www.hawthorneneighborhoodcouncil.org">www.hawthorneneighborhoodcouncil.org</a></b>
Facebook	<b>Hawthorne Coalition2</b>
Twitter	<b>@HNC_mpls</b>
Other	<b><a href="http://Hawthorne.nextdoor.com">Hawthorne.nextdoor.com</a></b>

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**Q3**

When and where do you hold your monthly board meetings?

2nd Thursdays of the month. Via Zoom

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<b>Q4</b>	After your board reviews this <b>02/08/2024</b>
Date of Board approval	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

<b>Q5</b>
Upload your Certificate of Insurance for liability insurance
<b>USI%20Renewal.pdf (47.9KB)</b>

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<b>Q6</b>
Upload your Certificate of Insurance for Directors and Officers Insurance
<b>West%20Bend.pdf (41.4KB)</b>

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<b>Q7</b>
Upload an update board list
<b>2024%20Board%20Members%201.pdf (221.9KB)</b>

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<b>Q8</b>
Upload your overall organizational budget
<b>2024%20HNC%20Budget%20final%201.pdf (297.3KB)</b>

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Page 4: Staffing

<b>Q9</b>	
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	Office Assistant

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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 40.0

#2 Hours/Week 15.0

**Q11**

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

Robert Thompson, Consulting

**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**

None of the above

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

**Q15**

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

0

**Q16**

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

At least once reaching a portion of the neighborhood,

At least once reaching most or all of the neighborhood,

Carried out primarily to inform and increase membership and participation

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Other (please specify):

Postcards were sent to all businesses as well as residents.

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**Q17**

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

2000

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**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.

,

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

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Organized smaller events for specific outreach to target audiences (e.g., sidewalk tabling to reach renters, lemonade stands, tabling at Farmer's Market, etc.)

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**Q19**

COMMUNICATION (Fill in all that apply)

Print newsletter (share frequency and distribution size)

All our sites

Email newsletter (share frequency and subscriber total)

3000

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

All sites plus Y-Tube

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**Q20**

OTHER (Check all that apply)

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

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

,

Other activities (please describe here)::

Through our partnership with HueMan U of M and others we were able to provide a workshop for over 500 youth to be trained on narcan. We are names in various medical articles for the community work we are doing around the opioids and health initiatives.

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**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.)

100

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**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**

,

**Provided newsletter articles or web pages in multiple languages**

,

**Targeted tabling at other events or locations (such as farmers markets, cultural events, etc.)**

,

**Held focus groups or open meeting formats for underrepresented communities**

,

**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**

,

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

,

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

We continue to serve our community with backpacks, winter clothing and coats, masks and test kits. We helped 5 agencies with going back to school items. We provided a group home in Hawthorne with lap tops, school supplies and clothing.

**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?

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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.

We continue to work on the goals since there is always room for improvement. We are focused on health and housing for the year. The Board stayed at the 5% growth. Housing had 10 grants and 5 loans ending 2023. There were 5 new homes built. Renters are in need of help when it comes to funding and fair housing. Being able to host pop up clinics has been major with regards to meeting our neighbors.

**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?

The Coalition with the collaboration of Hue-MAN continues to gain us partnerships with various departments at the University of Minnesota, Mayo Clinic, Hennepin County and the City of Minneapolis for our work on the Opioids and Trauma research. Our media partner Insight News continues to share our conversations. We also have included KMOJ and the MN Spokesman Recorder and Afro Latino News.

We are now connected with the various communities on their crisis

## 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)

Jan.-Mar: Continue to work with a translator to help with resource distribution, create new housing campaigns, and continue to work with Big Brother Big Sister.

Apr-Jun: Continue Pop up events specific to BIPOC residents, continue to promote housing initiatives, and hold a culture day with give-a-ways in the neighborhood.

Jul-Sept: Promote Board engagement.

Oct-Dec: Continue with give back to the community events around the backpacks and winter warmth.

## Q27

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

We will continue to hold conversations with 6% of the residents around their issues. Work with CEE to provide loans and grants of the available NRP funds. Continue to secure funding for the programs. Work on getting 6% on Boards and community projects.

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)

May 11th 2024 11:00- 2:)) HNC Office 2944 Emerson Ave N

## Q30

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

[www.hawthorneneighborhoodcouncil.org](http://www.hawthorneneighborhoodcouncil.org)

## Q31

Date / Time

09/26/2024

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)

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Page 8: Program Highlights

**Q33**

**Housing**

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.

The Hawthorne Neighborhood Council reallocated \$157,400 of Hawthorne NRP funds dedicated to supporting major housing developments in Hawthorne to be used for HNC's popular home fix up programs such as emergency grants, homebuyer assistance, and low cost home improvement loans. An additional \$157,400 was allocated to help support HNC programs and housing staff.

We started the year off with 7 loans which grew to 11 by June. There are 4 new single family homes being built in Hawthorne. We also had 1 mortgage that was satisfied.

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**Q35**

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

Hawthorne%20Sell%20Sheet%20V2.jpg (355.4KB)

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**Q36**

**Youth**

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)

Our work through the Coalition with Hue-MAN continues to grow with the University of Minnesota, Hennepin County, Mayo Clinic and the City of Minneapolis for our work on the Opioids and COVID outreach. Through the Hue-MAN project over 500 youth were trained to deal with substance abuse prevention. Many Narcan workshops and trainings were conducted throughout the City.

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**Q38**

Respondent skipped this question

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

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