
Page 2: Organization Information

Q1

Neighborhood Organization Information

Main Contact Name	Tabitha Montgomery
Organization Name	Powderhorn Park Neighborhood Association
Organization Address:	821 East 35th Street
City	Minneapolis
State	Minnesota
Organization ZIP:	55407
Organization Email Address:	info@ppna.org
Organization Phone Number:	(612) 722-4817

Q2

WEBSITE AND SOCIAL MEDIA

Website	www.ppna.org
Facebook	https://www.facebook.com/PPNA821
Twitter	https://twitter.com/powderhornmpls
Other	https://www.instagram.com/powderhornmpls/

Q3

When and where do you hold your monthly board meetings?

(1) Board meetings are held virtually. (2) Board meetings are held 9 of 12 months out of the year; including [Jan, Feb, Apr, May, Jul, Sep, Oct, Nov, & Dec]

Q4

Date of Board approval

After your board reviews this **04/11/2024** 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

PPNA%20COI%20%202023%20to%202024.pdf (45.3KB)

Q6

Upload your Certificate of Insurance for Directors and Officers Insurance

2024%20-%20PPNA%20COI%20(03.01.24%20to%2003.01.25).pdf (20.1KB)

Q7

Upload an update board list

2023(24)%20-%20List%20of%20PPNA%20Board%20of%20Director%20Members.pdf (149.9KB)

Q8

Upload your overall organizational budget

FY24%20-%20PPNA%20Approved%20Budget.pdf (173.8KB)

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	Communications Manager
Position Title #3	Development Manager
Position Title #4	Event & Office Manager
Position Title #5	Partner & Program Manager

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	40.0
#3 Hours/Week	32.0
#4 Hours/Week	32.0
#5 Hours/Week	32.0

Q11

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

Michael Wilson, CPA prepares the association's 990, and audit if applicable. PPNA currently does not use a bookkeeping service provider.

Q12

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

The association also employs a part-time Environmental Justice Community Coordinator at 10 hours/week.

Page 5: Stakeholder Engagement - Outreach & Engagement

Q13

MEETINGS (Check all that apply)

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,

Other (please specify):

PPNA hosts or participates in a variety of monthly coalition partner meetings on a monthly basis. Some of these groups are open to all stakeholders.

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

None of the above

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

Q17

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

0

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).

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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.)

Q19

COMMUNICATION (Fill in all that apply)

Print newsletter (share frequency and distribution size)

3,500

Email newsletter (share frequency and subscriber total)

Weekly. Subscriber list contains 1,987

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

Facebook and Instagram

Q20

OTHER (Check all that apply)

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

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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.)

564

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

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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

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

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Held focus groups or open meeting formats for underrepresented communities

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

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Reviewed participation activities, and identified new leaders and volunteers for volunteer, committee and board participation

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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 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.

A). Renter Support Fund (RSF): Achieved each of the two stated goals. Specifically, developed standard operating procedures for the program that aided a recent staff transition. And trained 6 community members on how to host their own fundraiser in support of the RSF.

B). Housing Justice Coalition Support: Obtained input from 45% of the membership from across the housing justice coalitions that PPNA supports in connection to our outreach and RSF program. This exceeded the targeted response rate by 50%.

C). Advocacy: Completed 4 blog entries related to the impact and need for the RSF. This was 33% more than the targeted goal. And produced three graphic illustrations related to the state of affordable and accessible housing in Minneapolis, which exceeded the goal by 200%.

D). Public Events: Integrated a gaming experience related to our various advocacy areas of focus into our 2023 Powderhorn Art Fair. This was reflected in an onsite series of bingo games and challenge card game.

E). Communications: Did not launch online quiz game due to staff turnover within our Communications Manager role.

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?

PPNA continues to support cross-organizational coalition/collaboration work that strives to influence key areas of opportunity for Powderhorn Park residents as well as those across the Greater Powderhorn Community. This includes areas pertaining to affordable and accessible housing, environmental justice, holistic safety, and equitable development.

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)

First Quarter (Jan - Mar): (a) 26th Annual Martin Luther King (MLK) Jr. Celebration, (b) Plan for launch of Powderhorn Rewards program, (c) Artist and vendor recruitment for 33rd Annual Powderhorn Art Fair, (d) Confirm 33% of Renter Support Fund (RSF) fundraising hosts.

Second Quarter (Apr - June): (a) Launch Powderhorn Rewards Program, (b) Artist and vendor recruitment for 12th Annual Powderhorn Porchfest event, (c) Confirm 33% of RSF fundraising hosts, (d) Ensure a third of RSF fundraisers occur, (d) Collaborate with Nokomis East Neighborhood Association (NENA) on kickball tournament to benefit RSF.

Third Quarter (Jul - Sep): (a) Confirm 33% of Renter Support Fund (RSF) fundraising hosts, (b) Host 33rd Annual Powderhorn Art Fair, (c) Host 12th Annual Powderhorn Porchfest, (d) Co-host Kickball Tournament with NENA, (e) Ensure a third of RSF fundraises occur.

Fourth Quarter (Oct - Dec): (a) Ensure a third of RSF fundraisers occur, (b) Host Annual PPNA Community Meeting, (c) Host 5th Annual Southside Summit

Q27

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

(1) Objective: Utilize a mix of surveys and focus groups to understand impressions and impact of core programs, services and events.

(2) Evaluation: Analysis survey and focus group input to identify at least one core insight related to a strength and opportunity across each of our core programs, services, and events.

(3) Timing: Compile core insights from surveys and focus groups on a quarterly basis regarding the events, programs, and services deployed in community.

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)

Not applicable.

Q30

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

Not applicable.

Q31

Date / Time

10/10/2024

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?

Powderhorn Art Fair

Q34

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

In 2023, The Powderhorn Park Neighborhood Association (PPNA) hosted the 32nd Annual Powderhorn Art Fair in the beautiful 66-acre Powderhorn Park, which is in the heart of South Minneapolis. This event showcased nearly 200 artists from more than 26 states and 220 cities across the U.S. As a community-centered and beloved arts festival, it attracted an estimated 18,000 attendees over the two-day period.

The importance, consistency, and energy that the Powderhorn Art Fair brings to the community can not be understated. Each year, it helps fuel an estimated \$300,000 of income for artists and another \$500,000 in additional revenue for local businesses based on the increased traffic from the event. This event was born out of the creativity and passion of local community members over three-decades ago, and remains a highlight in the busy summer festival season within Minneapolis.

Q35

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

2023%20PAF%20Photo%201.jpg (1.4MB)

Q36

Housing,

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

Transportation

Q37

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

The Renter Support Fund (RSF) is a rental assistance program administered by the Powderhorn Park Neighborhood Association (PPNA). Since its origin in 2019, the Renter Support Fund has provided unrestricted cash grants to 514 Minneapolis renter households.

In 2023, the Renter Support Fund saw an increase in renter demand and a continued decline of available funding. In just six months of operating the program this year, we received 2,219 applications, 33% more than in 2022. At the same time, we had to temporarily suspend the program from February through July to raise the required funds to support the program for the remainder of 2023. We were only able to reopen the program thanks to the tremendous support of more than 80 donors and volunteers.

Q38

Respondent skipped this question

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