
2017-2019 COMMUNITY PARTICIPATION PROGRAM

Application Template

Please use this template as a guide to developing your application for funding from the Community Participation Program. The level of detail should be appropriate to your organization's proposed activities, and to the level of funding allocated for your organization.

You may provide this application electronically to ncr@minneapolismn.gov. Please include a copy of your bylaws if they have been revised since your last funding submission.

CONTACT INFORMATION:

Organization Name:	Bryant Neighborhood Association		
Address:	3537 Nicollet Ave S Minneapolis, MN 55408		
Website url:	www.welovebryant.org		
Organization email:	Bryantneighborhood@gmail.com		
Federal EIN:	41-1694158		
Board Contact:	Name:	Angela Conley	
	Phone:	612-824-9402	
	Email:	angela@welovebryant.org	
	Address:	3537 Nicollet Ave S, Minneapolis, MN 55408	
Staff Contact:	Name:	Brad Bourn	
	Phone:	612-824-9402 x 16	
	Email:	brad@lyndale.org	
	Address:	3537 Nicollet Ave S, Minneapolis, MN 55408	

Who should be the primary contact for this application? Brad Bourn

Date of Board review and approval: 4/27/16

FUNDING ACTIVITIES.

Use the following questions as a guide for your application. For questions 1-8, please limit each response to no more than 3 paragraphs.

1. **Eligibility.** *If your organization has not previously been funded through the Community Participation Program, please provide evidence of the organization's eligibility, as identified in Section II of the Guidelines.*

The Bryant Neighborhood Organization (BNO) was previously funded by the Community Participation Program. We qualify for Neighborhood participation funding by being a non-profit community driven neighborhood organization. BNO was created in 1987 with a mandate to improve the neighborhood making it a better place for everyone. Our mission is quite literally "To strive to achieve a safe, healthy, and desirable neighborhood for all residents, and to inspire others to actively participate in improving the quality of our neighborhood." We continue to work to these ends today.

2. **Community participation efforts.** *Describe proposed outreach activity in the neighborhood, and methods to involve residents and other stakeholders in one or more of the three key program purposes. How will you engage residents and other stakeholders of their neighborhood in developing a Neighborhood Priority Plan?*

BNO's community participation efforts will be structured around three themes that focus our work:

Programming/increasing involvement:

A major focus of our work over the coming years is to engage and empower community members to get active in their neighborhood to create a safe, healthy, and desirable community. As a diverse neighborhood located in an area that is quickly being redeveloped, one of our major goals is to connect with community members and create the neighborhood's development guidelines. These guidelines will determine what kinds of developments Bryant will support. It is our intention to ensure that community members are able to stay in their homes.

BNO is currently working on hiring a Community Organizer who will head up organizing and outreach efforts. These efforts will include annual events such as the Summer Barbecue, holding monthly neighborhood meetings, and getting our new committees up and running.

Communication:

BNO will continue to publish its quarterly bilingual newsletter that is delivered to every address in the neighborhood. This newsletter is an important component of our outreach strategies and gives community members information about events, developments, and opportunities to get involved. In addition to our printed newsletter, we employ several social media platforms to connect with and engage community members. Our most successful outreach strategy however continues to be door-knocking which we will do community wide yearly, spearheaded by our Community Organizer and outreach committee.

Identifying and acting on Neighborhood Priorities:

BNO's recent outreach and organizing work has exposed a number of issues and priorities of Bryant community members. Through this work we know that racial equity is a major priority. Community members are also concerned about the gentrification that is happening in areas all over Minneapolis.

Through nurturing relationships with and amongst community members, BNO will continuously check in with the community to gauge that we are addressing their needs and concerns.

3. **Building organizational capacity.** *How will you work to: (1) provide opportunities for the direct involvement of members, (2) build your membership and volunteer base, (3) encourage and develop new leadership, and (4) expand the organization's capacity through self-assessment and other activities.*

The past several years have been difficult and challenging for BNO and the Bryant neighborhood. Through successive leadership shifts and staff/board turnover, BNO has struggled to remain strong in its work for Bryant. This year BNO is partnering with the Lyndale Neighborhood Association (LNA) to leverage resources and support each other's goals. LNA is taking over BNO's administrative tasks and is developing a job share for community organizers. This partnership will enable our collective resources to be used more efficiently and will pave the way for BNO to start building a volunteer base and mobilizing this base to work towards our goals.

There are many opportunities for direct involvement from the community: we have a monthly Board Meeting which meets the fourth Thursday of every month from 6:00-8:00pm; the minutes of all board meetings will be posted on our website. All members of the community are welcome to attend board meetings which will be held at the Phelps Recreation Center, 701 E 39th St in Minneapolis. Our board is 11 members strong and we are currently working on getting our new Youth Development, Outreach, and Land Use committees up and running.

4. **Building neighborhood relationships.** *Describe your outreach, networking and inclusivity efforts to: (1) build a sense of a whole neighborhood among residents, (2) build bridges among neighbors and diverse communities within the neighborhood, (3) work with other neighborhoods and organizations on issues of common interest, (4) build partnerships with private and public entities, and (5) benefit the neighborhood as a whole.*

BNO has been working to establish and build relationships between and among our diverse community members and other organizations. Our work with the Lyndale Neighborhood Association and with the Central Area Neighborhood Development Organization (CANDO) is helping us leverage resources and build a power base from which to conduct our work. Through the sharing of staff and working on projects and initiatives together,

5. **Work with City departments and other jurisdictions.** *Discuss your efforts to connect with City of Minneapolis departments and other jurisdictions on behalf of your community and in support of your neighborhood priorities. Please also discuss how the NCR Department can help with this work.*

BNO is grateful for the assistance of the NCR Department and in particular the guidance of Michelle Chavez, our neighborhood specialist. She has been invaluable in helping BNO navigate leadership transitions. We have also worked closely with Council Member Elizabeth Glidden on issues of affordable housing and renter rights.

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6. **Involvement of under-engaged stakeholders.** *Discuss which stakeholder groups are typically un-engaged or under-engaged in your work, and how you will work to involve those groups. Please also discuss how the NCR Department can help with this work.*

The most under-engaged groups in Bryant continue to be Latinos, Somalis, and our youth. We are still working with the Southside Village Boys & Girls Club to try and develop some youths who would be interested in working with the BNO. With the addition of bilingual Community Organizers (Spanish/English and Somali/English) BNO will be better able to reach out to, connect with, and engage our diverse community members. We are devoted to bringing diverse voices to the table to help create the community we want.

The NCR department could help with this work by ensuring that there are appropriate resources to support work that keeps Minneapolis strong, safe, and a great place to live for all community members, regardless of race, ethnicity, or socio-economic status.

7. **Unused funds.** *Discuss how you plan to use unused funds from the previous cycle for community engagement or implementation of neighborhood priorities.*

BNO does not anticipate having any unused funds.

8. **Policies and other documents.** *Applications should include copies of required policies and documents, if changed since your previous application. This should include bylaws, grievance procedures, personnel procedures and policies, EOE or AA plan, ADA plan and policy, and a current board list (Contact your Neighborhood Support Specialist at NCR if you have questions or need samples).*

Attached please find BNO's updated bylaws, the ADA plan and policy, grievance procedures, and current board list.

9. **New organizations.** *If your organization was not funded in the previous year, a report on the previous year's activities must be included with your application.*

N/A

10. **Budgets.** *Please use this budget template when submitting your Community Participation Plan for approval. Your budget should show how Community Participation Program funds will support the organization's community participation work and an amount set-aside, if any, for implementation of Neighborhood Priority Plans. An annual budget for the organization should also be provided.*

Please note that not all expenses are eligible for reimbursement. Expenses related to neighborhood celebrations and events are only eligible if the event's purpose is to increase neighborhood awareness and involvement in the organization's planning and implementation efforts. Expenses such as pony rides, food and entertainment are not eligible for funding and will not be reimbursed.

Expenses related to projects may only be eligible if they are related to implementation of an approved Neighborhood Priority Plan, and are identified in a CPP, NPP or NRP contract.

Contact your Neighborhood Support Specialist at NCR for further details.

ESTIMATED BUDGET

CPP Budget	2017	2018	2019
Staff Expenses	20389	20388	20388
Employee Benefits	545	545	545
Professional Services	500	500	500
Occupancy			
General Liability Insurance	1000	1000	1000
Directors and Officers Insurance	\$900	\$900	\$900
Communications/Outreach	1100	1100	1100
Translation, interpretation and ADA support	500	500	500
Supplies and Materials	1100	1100	1100
Meetings/community building events	1100	1100	1100
Development	0		
Fundraising	0		
Other Services (please describe): Monthly Management fee to LNA (Executive Director/Finance/Grant Writer)	20000	20000	20000
Total for contract:	\$	\$	\$
Neighborhood Priorities	\$	\$	\$
TOTAL: Revised May 30, 2017	\$47134	\$47133	\$47133

Notes:

- Staff expenses should include payroll, FICA, and withholding, and contract staff.
- Employee benefits should include any health insurance, retirement, or other benefits.
- Professional services should include the cost of temporary contractors, bookkeepers, accountants, etc.
- Occupancy should reflect costs related to rent, utilities, phone, websites and email expenses, and other similar expenses.
- Each neighborhood organization is required to acquire General Liability Insurance and provide a certificate of insurance to the City of Minneapolis. Please contact your Neighborhood Support Specialist for details on required coverage and limits.
- NCR organizes bulk purchase of Directors and Officers Liability insurance for most neighborhood organizations. An additional \$900 is allocated to each neighborhood organization to cover the cost.
- Communications/Outreach should include costs of publications, printing, postage, delivery, flyers, etc.
- Translation, interpretation and ADA support should be included as part of the neighborhood organization's budget, and could include the cost of contract services for translation and interpretation, or accommodations required under the ADA.
- Supplies and materials should include office supplies as well as expenses for supplies related to ongoing programs such as block patrols, etc.
- Meetings and community building events can include those costs related to community meetings and events (excluding food and entertainment).
- Development expenses could include costs related to training, education, recognition, or orientation for board, staff and volunteers.

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- Fundraising could include any costs related to fundraising for your organization (hiring of consultants, costs of materials, postage, events, etc.).