



**NEIGHBORHOOD AND COMMUNITY ENGAGEMENT
COMMUNITY PARTICIPATION PROGRAM**

2017-2019 APPLICATION

Approve by the neighborhood on 4/12/2017

**COMMUNITY PARTICIPATION PROGRAM
Application Template**

Please feel free to use this template as a guide to developing your submission 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.

CONTACT INFORMATION:

Organization Name:	Northeast Park Neighborhood Association (NEPNA)	
Address:	P.O. Box 18012 Minneapolis, MN 55418	
Website url:	www.northeastpark.org	
Organization email:	info@northeastpark.org	
Federal EIN:		
Board Contact:	Name:	Laurie Andersen, Treasurer
	Phone:	
	Email:	
	Address:	
Staff Contact:	Name:	Christie Rock Hantge
	Phone:	
	Email:	
	Address:	

Who should be the primary contact for this submission? Neighborhood Coordinator
Christie Rock-Hantge

Date of Board review and approval: The NEPNA Board voted unanimously to approve
this application on Wednesday, April 12, 2017.

The Northeast Park Neighborhood Association Board of Directors very much appreciates the opportunity to apply for the Neighborhood and Community Engagement – Community Participation Program funds.

FUNDING ACTIVITIES

Use the following questions as a guide for your submission. 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.

Northeast Park Neighborhood Association received funding through the 2011, 2012-2013 and 2014-2016 Community Participation Program funding cycles.

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?

NEPNA intends to engage neighborhood residents through a variety of means during the next funding cycle (2017-2019), including the following:

NEPNA is in the process of initiating and conducting a “robust community engagement process” that meets the requirements outlined in the NCR’s Policy for Expenditure of NRP funds. The desired outcome of this robust engagement process is improved scope of neighborhood outreach, involvement of underrepresented populations, and a neighborhood action plan outlining neighborhood priority actions and strategies. Robust community engagement will include, but not be limited to, the following strategies:

- Host neighborhood community events at local venue to gather feedback on engagement strategies and neighborhood vision. Host a minimum of two community events in 2017, in addition to the annual meeting.
- Use the organization’s [website](#), email list and [Facebook](#) page to invite community members to board meetings and other community events.
- Door-knock throughout the neighborhood to try and attract new members and volunteers, to increase participation of non-board members at board meetings, and to gain input on strategies and initiatives to include in the Neighborhood Priority Plan (NPP).
- Develop a survey instrument using Survey Monkey to gain input on strategies and initiatives to include in the NPP.
- Hold a minimum of two focus group sessions to gain input on strategies and initiatives to include in the NPP.
- Improve outreach and engagement with underrepresented populations in Northeast Park Neighborhood. Successful means of accomplishing this strategy might include incorporating language translation services into NEPNA communications and events; identifying community liaisons who can help involve underrepresented groups; meeting underrepresented groups “where they are” rather than expecting attendance at regular meetings; conducting targeted engagement or focus groups; and encouraging NEPNA Board or committee representation by members of underrepresented groups.

- Following neighborhood community engagement events and survey efforts, begin development of a NEPNA neighborhood action plan reflecting the priority topics and strategies heard during community engagement.
- Organize a neighborhood-wide National Night Out celebration.

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?

NEPNA will do the following:

- a. NEPNA holds regular monthly board meetings on the second Wednesday of every month where neighborhood residents can offer input to current issues. Community members are invited to attend via the organization's new website, www.northeastpark.org, the organization's Facebook page, and through the organizations' email list.
- b. NEPNA's commitment to the robust community engagement process will involve the development of a Community Engagement Committee. The committee and the board will enhance outreach and neighborhood involvement by planning and implementing significant community engagement events and programs designed to capture the input of those who live and work in Northeast Park, including underrepresented groups.
- c. NEPNA also promotes board meetings in the local newspapers.
- d. On an as-needed basis, NEPNA mails a meeting announcement/ informational newsletter to every residence in Northeast Park.
- e. NEPNA volunteers will also door-knock the neighborhood to help gain membership and attract new volunteers.
- f. NEPNA will encourage the formation of interest-based committees and will encourage board and neighborhood membership on these committees in order to implement some of the actions identified as community priorities through engagement.
- g. NEPNA will seek ways to collaborate in new and creative ways with other organizations based in Northeast Minneapolis that are working to make the neighborhood a better place to live, work, and play.
- h. NEPNA will host one annual meeting per year. NEPNA promotes the annual meeting via the Downtown Journal, the Northeaster, the organization's website, and the Facebook page.
- i. The board will dedicate one meeting per year for self-assessment and priority planning and/or training with an outside facilitator, possibly the neighborhood's NCR Specialist.
- j. NEPNA may elect to hire a community organizer who will help the board develop an outreach and engagement plan to build organizational capacity.

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.

NEPNA engages community members through a variety of methods, including the following:

- k. NEPNA website, www.northeastpark.org
- l. NEPNA [Facebook](#) page
- m. Nextdoor
- n. *Northeaster*
- o. Surveys
- p. Emails from the NEPNA Board
- q. Monthly board meetings
- r. Community events, i.e.
- s. Mailers from Greater Metropolitan Housing Corporation for Home Improvement Programs
- t. NEPNA may elect to hire a community organizer who will help the board develop an outreach and engagement plan to build organizational capacity.

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.

NEPNA regularly communicates with its NCR Specialist, Jack Whitehurst. NEPNA's Neighborhood Coordinator also routinely corresponds with CPED finance staff, Bob Cooper and Judy Duffey. All of these people are easy to work with and very responsive. NCR can continue to support NEPNA by providing clarity and examples of successful outreach and engagement plans to guide our robust community engagement efforts. NEPNA will turn to NCR for guidance and resources to engage underrepresented neighborhood groups, as well as best practice examples from other neighborhoods.

NEPNA regularly invites Crime and Safety Specialists from the 2nd precinct to give neighborhood crime updates at monthly meetings. NEPNA also maintains communications with the Minneapolis Parks and Recreation Board and will continue to prioritize MPRB outreach and communications through the completion of Northeast Park master plan implementation and the construction of the park building (set to begin construction in spring 2017).

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.

Renters are the most prominent group that is under-engaged or under-represented at NEPNA meetings and events. NEPNA will make an effort to find out who the rental property owners and landlords are, and work with them to help spread the word about neighborhood meetings, activities and events to tenants.

NEPNA will increase its efforts to engage renters in the neighborhood and work to develop programming and actions that work to benefit those who do not own a home. Examples include placemaking projects, infrastructure improvements, renters' rights workshops, neighborhood events in the park, community conversations, and partnerships with other organizations.

Other underrepresented groups in Northeast Park include: minority populations (Hispanic and Black more than 10 percent of neighborhood population); persons with a disability; youth under the age of 18; and non-native English speakers. Successful engagement strategies for underrepresented groups might include incorporating language translation services into NEPNA communications and events; identifying community liaisons who can help involve underrepresented groups; meeting underrepresented groups “where they are” rather than expecting attendance at regular meetings; conducting targeted engagement or focus groups; encouraging NEPNA Board or committee representation by members of underrepresented groups.

Businesses in retail and wholesale have also typically been underrepresented at NEPNA meetings and events. NEPNA can door knock neighborhood businesses to create awareness of the neighborhood organization, as well as notify them about community events and activities.

NEPNA is in the process of hiring a community organizer who will help NEPNA build relationships within the neighborhood.

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

NEPNA intends to use unspent funds from its 2014-2016 allocation to continue to implement outreach and engagement activities outlined in the 2017-2019 CPP application. A certain portion of unused funds will be used in the pursuit of “robust community engagement” strategies, including (but not limited to) hosting several engagement events, developing a survey, working with specific groups through focused, or targeted engagement.

8. **Housing Activities. Neighborhood organizations should discuss their work on housing and housing related activities. Organizations should estimate the percentage of time to be spent on these issues.**

NEPNA will continue to offer matching grants to single family, owner-occupied housing units and duplexes via its NRP program.

NEPNA regularly communicates with the loan program administrator Greater Minneapolis Housing Corporation to ensure that the program is meeting the current marketplace needs. NEPNA estimates that it will spend 25 percent of its time working on housing-related activities.

9. **Budgets. Submissions should include a budget showing how Community Participation Program funds will support the organization’s community participation work and an amount set-aside for implementation of Neighborhood Priority Plans. An annual budget for the organization should also be provided.**

**Northeast Park Neighborhood Association
2017-2019 Community Participation Program
Budget**

CPP Budget	2017	2018	2019
Professional Services	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
Bank Charges and Legal Fees	\$ 160.00	\$ 160.00	\$ 160.00
Occupancy	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
General Liability Insurance	\$ 600.00	\$ 600.00	\$ 600.00
Directors and Officers Insurance	\$ 900.00	\$ 900.00	\$ 900.00
Communications/Outreach	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Translation, interpretation and ADA support	\$ 500.00	\$ 500.00	\$ 500.00
Supplies and Materials	\$ 500.00	\$ 500.00	\$ 500.00
Meetings/community building events	\$ 1,627.00	\$ 1,627.00	\$ 1,626.00
Board and Staff Development	\$ 500.00	\$ 500.00	\$ 500.00
Fundraising			
Other Services (please describe):			
Total for contract:	\$ 15,487.00	\$ 15,487.00	\$ 15,486.00
Neighborhood Priorities	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
TOTAL:	\$ 35,487.00	\$ 35,487.00	\$ 35,486.00

Thank you very much for your consideration of this plan.

**Laurie Andersen, Treasurer
Northeast Park Neighborhood Association**