



2019 Annual Report Community Participation Program

1. NEIGHBORHOOD ORGANIZATION

Kingfield Neighborhood Association

2. ORGANIZATIONAL INFORMATION

Neighborhood Organization Contact: Sarah Linnes-Robinson

Organization Address: 3537 Nicollet Ave S

Organization Address 2: Minneapolis, MN

Organization ZIP: 55408

Organization Email Address: info@kingfield.org

Organization Phone Number: 612-823-5980

3. Organization Website and Social Media

Website: www.kingfield.org

Facebook: https://www.facebook.com/KingfieldNeighborhoodAssociation/

Twitter: @Kingfield_KFNA

Other: Instagram: Kingfield_KFNA

4. DATE OF BOARD APPROVAL

Once your board has reviewed this draft annual report, please provide the date of the meeting at which the board approved submission of this report to NCR. **Note:** Meeting minutes may be requested by NCR

Date

03/14/2020

2019 Community Participation Program Annual Report

Additional Organization Information

NOTE: The information in this section will be aggregated by the NCR staff for the annual [NEIGHBORHOOD PROGRAMS REPORT](#) and not be published as part of each neighborhood's Annual Report.

Indicate the **POSITION TITLE** and **AVERAGE HOURS PER WEEK** of each **PAID EMPLOYEE OR CONTRACT STAFF** (excluding professional services such as accounting, legal, etc.)

	5. POSITION TITLE	6. AVE. HRS./WK.
Position #1	Executive Director	38
Position #2	Bookkeeper	1
Position #3		
Position #4		
Position #5		

7. IF NEEDED, PROVIDE ADDITIONAL INFO HERE:

Note if any positions are seasonal, temporary, etc.

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Stakeholder Involvement – Basic Outreach and Engagement

WHICH OF THE FOLLOWING OUTREACH ACTIVITIES DID YOUR ORGANIZATION USE IN 2019?

8. **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 project
- Conducted one or more focus groups

9. **DOOR-TO-DOOR** (Check all that apply)

Door-Knocking (with goal of face-to-face engagement)

- At least once reaching a portion of neighborhood
- At least once reaching most or all of the neighborhood
- For more than one issue/outreach effort
- On a routine basis
- Conducted primarily by staff members
- Conducted primarily by volunteers
- Carried out primarily to increase membership and participation
- Carried out primarily to gather input or inform on a specific city or neighborhood issue

10. Approximately **HOW MANY HOUSEHOLDS DID YOU REACH** through door-knocking in 2019?

Please provide a whole number only

11. **Flyering** - Dropping literature at doors (Check all that apply)

- At least once reaching a portion of neighborhood
- At least once reaching most or all of the neighborhood
- Carried out primarily to inform and increase membership and participation
- Carried out primarily to gather input or inform on a specific city or neighborhood issue

12. Approximately **HOW MANY HOUSEHOLDS DID YOU REACH** through flyering in 2019?

Please provide a whole number only

13. **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.)
- Organized smaller events for specific outreach to target audiences (e.g., sidewalk tabling to reach renters, lemonade stands, tabling at Farmer's Market, etc.)

14. **COMMUNICATION** (Fill in all that apply)

Print a paper newsletter (If so, at what frequency?) quarterly, mailed to 3800 addresses

Number of subscribers to your email list 2466

Number of followers on Facebook and Twitter Combined 2500

OTHER (Check all that apply)

- Conducted at least one community-wide survey (such as a random sample or all-household survey)
- Conducted another form of survey (e.g., intercept survey)
- Developed partnerships with cultural, religious, professional or business associations to expand outreach into under-represented

Other activities (please describe here):

Tabled at the Kingfield Farmers Market, sent weekly email to over 3000 addresses, attended ESL classes, organized and led a joint neighborhood bus tour, organized and led an ECO happy Hour, organized and led Kingfield Empty bowls fundraiser for Nicollet Square, recruited people to work as election judges for Minneapolis, co-organized the 40th Street Bridge "soft-opening" with jazz and s'mores, organized and interacted with neighbors at Nicollet Open streets, did outreach and shared events with local schools (Lyndale, Barton, Justice Page, and Washburn), helped organize and staff the 2nd 38th Street Bridging Dinner, and started a monthly sewing bee of reusable shopping bags.

15. Please provide an **ESTIMATE OF THE VOLUNTEER HOURS PROVIDED** to your organization in 2019.

2200

Please provide a whole number only

16. **HOW DID YOUR ORGANIZATION REACH OUT TO UNDER-REPRESENTED GROUPS IN YOUR NEIGHBORHOOD?** (Check all that apply)

- Worked on an issue of particular interest to an under-represented group within the neighborhood
- Provided notices of annual and special meetings in multiple languages
- Provided newsletter articles or web pages in multiple languages
- Targeted outreach in apartment buildings or blocks to reach renters
- Targeted tabling at other events or locations (such as farmers markets, cultural events, etc.)

- Held focus groups or open meeting formats for under-represented communities
- Met with other agencies in the community that work closely with under-represented constituencies in the neighborhood
- 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
- Held one-time/pop up events in areas of the neighborhood that don't often have neighborhood meetings

Other activities (please describe here):

Created a Diversity and Inclusion Statement to guide our work and assure that we are reaching out and welcoming every member of our community.

Conducted an neighborhood wide survey in multiple languages to better understand all residents desires, barriers and perceptions of engaging with KFNA + KFNA events/activities.

Actively recruited under-represented groups for board director positions through flyers, door knocking and online recruitment.

Actively discussed and reviewed events through the lens of under-represented groups and developed both short and long term strategies for increased inclusion + outreach.

17. 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 holding meetings in new locations and with new partners to broaden our outreach, not just at the public park in an attempt to reach different communities. KFNA is leveraging large events (like Empty Bowls) for additional engagement, as well as ensuring that authentic and proactive engagement and outreach is happening at all our events. We have found that using events and community gatherings are opportunities for further engagement and community involvement. The newly drafted Equity and Inclusion Statement has allowed KFNA to proactively seek new board members from populations typically underrepresented on the board or actively engaged in the organization, and we have had success with this for seniors, LGBTQ+, and renters.

We are working to build capacity within the community by actively supporting groups doing outreach/engagement within the neighborhood. We are also working to move the planning and execution of events + activities to community members via working groups to ensure that these events + activities have active buy-in and investment from the community.

2019 Community Participation Program Annual Report 2019 Highlights

PLEASE DESCRIBE ONE OR TWO MAJOR HIGHLIGHTS

- What was the issue or opportunity the neighborhood was facing?
- Who was impacted?
- What steps did you take to address the issue or opportunity?
- What was the outcome?

18. MAJOR HIGHLIGHT #1

In August 2017, the City of Lakes Community Land Trust (CLCLT) acquired 210 West 46th Street. The foreclosed property had been vacant for several months; however, the CLCLT saw the opportunity to create, in partnership with Kingfield Neighborhood Association, a long-term affordable home in the southwest area of Minneapolis, which is increasingly difficult to achieve. KFNA and CLCLT spent over one year working with various departments in the City to establish a 0% loan fund utilizing \$250,000 of Kingfield's NRP dollars for exactly this purpose. Eventually the grant fund was approved and the funds were contracted to the Land Trust to rehab this home; the funding was matched by KFNA with a \$10,000 grant and if the work was completed within 365 days the approximately \$10,000 in interest would also be forgiven.

Fast forward two years (one year which was spent in the City contracting procedure), and rehab is now complete on the home. Structural issues with the foundation have been addressed; the kitchen and bathroom were reconfigured to facilitate better use of space; original wood floors were repaired and refinished; and a carport was constructed. Through the CLCLT, the home will be sold to an owner-occupant earning 80% or less of Area Median Income and will remain affordable long-term through the community land trust resale process.

CLCLT and the Kingfield Neighborhood Association showed off the home at an open house on Thursday, January 23rd.

19. **MAJOR HIGHLIGHT #2**

Beginning in the spring of 2019, Kingfield Neighborhood Association began working to create a Diversity and Inclusion Statement to guide our work and assure that we are reaching out and being welcoming to every member of our community. The draft statement was printed in the Winter Kingfield News, which is mailed to every home and property owner, as well as published on our website. A link was created so community members could make comments or suggestions. The feedback was used to revise the draft statement which will be voted on by the KFNA board in 2020 and adopted as a principle for how the organization does its' work.

***** DRAFT Kingfield Neighborhood Association Diversity and Inclusion Statement

KFNA is committed to being an equitable and inclusive organization that reflects the diversity and many identities in our neighborhood. We are stronger as an organization when we have a broad vision that includes diverse voices, ways of knowing, and ways of doing. We are committed to taking action to realize this vision. KFNA specifically seeks to foster the leadership and participation of people who neighborhoods organizations have historically underinvested in. This includes people who rent, and people who identify as BIPOC (black, indigenous, people of color), LGBTQ+, youth, and seniors.

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20. Please send us a copy of your **OVERALL ORGANIZATIONAL BUDGET** for your current fiscal year (including City and other restricted or non-restricted funds) to ncr@minneapolisismn.gov with the Subject Line: *2019 CPP Annual Report Budget*.

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21. Please Send your **CURRENT BOARD LIST with NAMES and CONTACT INFORMATION** (Name, Street Address, Email, Phone) to ncr@minneapolisismn.gov with the Subject Line: *2019 CPP Annual Report Board List*. (This information will not be made public by NCR or shared with others - it is for internal use only.)

22. We'd love to share your highlights with others.

If possible, send digital photos, videos, illustrations to ncr@minneapolisismn.gov with the Subject Line: *2019 CPP Annual Report Images*. If you have a large digital file, please make arrangements to mail or deliver a copy directly to your NCR Neighborhood Specialist.

THANK YOU!