
COMMUNITY PARTICIPATION PROGRAM

Submission Template

Please 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.

You may provide this submission electronically to ncr@minneapolismn.gov. Please include a copy of your bylaws.

CONTACT INFORMATION:

Organization Name:	Columbia Park Neighborhood Association	
Address:	PO BOX 21593, Minneapolis, MN 55421	
Website url:	www.columbiapark.org	
Organization email:	contact@columbiapark.org	
Federal EIN:	41-1654626	
Board Contact:	Name:	Jane McCarney
Staff Contact:	Name:	Kathleen Buchanan

Who should be the primary contact for this submission? Kathleen Buchanan

Date of Board review and approval: August 6, 2012

BUDGET

Staff Expenses	\$15,000.00
Employee Benefits	\$0.00
Professional Services	\$1,400.00
Occupancy	\$1,000.00
Communications/Outreach	\$10,000.00
Supplies and Materials	\$2,250.00
Festivals and events	\$3,100.00
Development	\$318.00
Fundraising	\$100.00
Other Services	\$1,800.00
Neighborhood Priorities	\$1,800.00
TOTAL:	\$36,768.00

Notes:

- Staff expenses should include payroll, FICA, and withholding, or 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.
- Communications/Outreach should include costs of publications, printing, postage, delivery, flyers, etc.
- Supplies and materials should include office supplies as well as expenses for supplies related to ongoing programs such as block patrols, etc.
- Festivals and events can include any costs related to community events and festivals. Food is not an eligible expense.
- Development expenses could include costs related to training, education, recognition, or orientation for board, staff and volunteers.
- Fundraising could include any costs related to fundraising for your organization (hiring of consultants, costs of materials, postage, events, etc).
- Neighborhood Priorities: at this point you do not need to know what the priorities are. Just indicate what the organization would like to set aside at this time for future

priorities.

Eligibility.

Columbia Park Neighborhood Association has been previously funded through the Community Participation Program.

Community participation efforts.

1. CPNA annual June picnic to engage the Columbia Park residents in getting to know the neighborhood and the Columbia Park Association. The cost to rent the Columbia Park Pavilion is \$100 dollars. The cost for printing and to flyer the neighborhood is \$160. It is a potluck and everyone brings food to share with one another.
2. April Earth Day – The CPNA partners with an organization, such as a church or business to pick up trash and litter in Columbia Park and along the railroad tracks. There is a cost for recycling and garbage bags, gloves, printing flyers, and to deliver the flyers. Food and drinks are brought in by those who participate in the clean-up.
3. Holiday decorating contest. CPNA would like to hold this 2 -3 times per year for Autumn/Halloween, Winter holiday, and Easter bunny for the children. The CPNA would hand out gifts for the 1 and 2nd place decorating contest and provide for an egg hunt in the Architect Avenue Triange or Columbia Park. It would cost for printing and to flyer the neighborhood each time.
4. Puppet show in Architect Avenue Triangle to invite Columbia Park residents and their children to attend this annual event. The cost of the show would range from \$350-\$500 and \$160 -\$200 for a canopy rental.
5. Columbia Park to hold an August musical jam session in the Architect Avenue Triangle to engage the residents to get to know one another. There would be cost associated with print flyers and delivering them to the residents.
6. Gateway Garden – engages the surrounding community to participate in gardening and gardening sessions. There would be cost associated hoses, water, and other needed equipment along with print flyers and delivering them to the residents.

There would be small costs to put these events in the CPNA newsletter and on the website. Our website, which launched in November 2011, along with our quarterly newsletter, which is hand delivered to every resident in the Columbia Park neighborhood, are ways to keep neighbors informed, and build our membership and volunteer base. This year CPNA elected a new Treasurer and Secretary of the Board. The Board is considering a door-knocking effort in Columbia Park to support these efforts

Building organizational capacity. (1) Participate in a walking group to engage the neighborhood and learn about what is going on. The NECP participates with this and keeps the CPNA informed. (2) Flyer the Columbia Park neighborhood and hold 10 meetings a year. (3) The CPNA will encourage the board members to participate in activities of their interest. These events could be the Upper Mississippi River front, 2PAC and court watch meetings, Restorative Justice Program, the Gateway Garden, Special events that are listed above, National Night Out, and partnering with other NE neighborhoods. (4) Partner with other neighborhoods, the 2nd Precinct Police, our council members and the city of Minneapolis programs. Also get input from what the neighbors want to see in the community.

Have neighbors list all their ideas under past categories (a) Housing, (b) Safety, (c) Green Space. Pic top three by placing colored dots on each person's opinion of one through three. Create neighborhood plan from this. Show how much in funding is needed for each priority and who we will work with to make it happen. Ask for people to help with each priority by getting on board or being on a task force.

Building neighborhood relationships. (1) Flyer events to involve the residents of Columbia Park to participate in events (2) NNO is a resource to build a community. Also publishing upcoming events through the newsletter, door knocking, website, and flyer every resident to get involved or participate (3) The NECP is a good resource to help find interests in the neighborhood or where improvements can be made through their walking and engaging the residents. Also establish a volunteer list to help residents in need with yard work and clean-up (4) Partner with Auto Giant, the charter school to plant in plots of the garden, and look into other businesses to partner with. (5) CPNA sponsors two community gardens--Gateway and Alley Cat-- and has organized and sponsored the performance of a locally-produced puppet show (July 21) at architect avenue triangle park, which has been promoted via flyers throughout the neighborhood, and notices in the Northeaster newspaper, neighborhood newsletter, and web site.

Involvement of under-engaged stakeholders. Door knocking to get the residents who normally don't get involve. Flyer all residents, including under-engaged stakeholders, to promote neighborhood involvement. The NCR Department could provide some monetary value to entice participation.

Housing Activities. Engage volunteers to help residents who need help with their housing needs to beautify the neighborhood and have a sense of community. CPNA has many single family households. We have made some efforts to publicize home improvement loans and programs. We need to strengthen our efforts and go beyond just posting information on our website. Many people in the neighborhood do not know we have a website and would never think to look for it when looking for options for home improvement assistance. We need to discuss this and plan for a better approach

Ten –twenty percent could be spent on these activities.

Unused funds. The CPNA will vote to determine what further activities we can spend the unused funds to help engage the community. We can also do this by asking the community what their interests are and what they would like to see funded.

- Unused funds from previous cycles might be used to run adds for home improvement funds, and to create more family-friendly activities. That might include free golf lessons for children at the golf education center, or hiring a tennis pro to provide Saturday lessons to families. Additionally, we might host cross country skiing and sledding events (with hot chocolate of course) in the wonderful Columbia Park and golf course.
- We could work with the Parks and Recreation system to fix the trails around Columbia Park.