



**NEIGHBORHOOD AND COMMUNITY ENGAGEMENT
COMMUNITY PARTICIPATION PROGRAM**

2012 APPLICATION

APPROVED BY THE NEIGHBORHOOD ON 12/11/12

**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:	NEPNA@aol.com	
Federal EIN:		
Board Contact:	Name:	Brian Steele, Board Chair
	Phone:	612-232-4527 (cell)
	Email:	bribytes@aol.com
	Address:	1618 Polk Street NE Minneapolis, MN 55413
Staff Contact:	Name:	Christie Rock Hantge
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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 Tuesday, December 11, 2012.

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.A of the Guidelines.**

Northeast Park Neighborhood Association received funding through the 2011 Community Participation Program.

- 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 in 2012, including the following:

- Spend time at future monthly board meetings discussing possible strategies and initiatives to include the Neighborhood Priority Plan. NEPNA hopes to improve attendance of non-board members at board meetings.
- Use the organization's Web site, email list and Facebook page to invite community members to board meetings and other community events, as well as to solicit input on strategies and initiatives to include in the Neighborhood Priority Plan.
- Develop a survey instrument using Survey Monkey to gain input on strategies and initiatives to include in the Neighborhood Priority Plan.
- Door-knock 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.
- Hold a minimum of two focus group sessions to gain input on strategies and initiatives to include in the Neighborhood Priority Plan.
- Discuss the Neighborhood Priority Plan at the NEPNA Annual Meeting.

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 holds regular monthly board meetings on the second Tuesday of every month where neighborhood residents offer input to current issues. Community members are invited to attend via the organization's new Web site, www.northeastpark.org, the organization's Facebook page, and through the organizations' email list.
- NEPNA also promotes board meetings in the local newspapers.
- On an as-needed basis, NEPNA mails a meeting announcement/ informational newsletter to every residence in Northeast Park.
- NEPNA volunteers will also door-knock the neighborhood to help gain membership and attract new volunteers.
- 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.
- NEPNA will host one annual meeting per year. NEPNA promotes the annual meeting via the organization's Web site, and the Facebook page.
- 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.

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:

- NEPNA Web site, www.northeastpark.org
- NEPNA Facebook page
- *Downtown Journal*

- *Northeaster*
- Surveys
- Emails from the Chair
- Monthly board meetings
- Community events
- Mailers from Center for Energy and Environment for Home Improvement Programs

5. Involvement of under-engaged stakeholders. Organizations should discuss which stakeholder groups are typically un-engaged or under-engaged in their work, and how they will work to involve those groups. Organizations should 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.

Businesses in retail and wholesale have also typically been under represented 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.

6. 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 low-interest revolving loans and deferred forgivable loans to single family, owner-occupied housing units via its NRP program.

NEPNA regularly communicates with the loan program administrator Center for Energy and the Environment to ensure that the program is meeting the current marketplace needs.

NEPNA is considering expanding its loan program offerings to include funds for multi-family rental housing, i.e. duplexes and four-plexes.

NEPNA also works with CEE to offer an energy-audit rebate program to encourage residents to make their homes more energy efficient.

NEPNA estimates that it will spend 25 percent of its time working on housing related activities.

7. Unused funds. Organizations should discuss how they 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 2011-12 allocation to continue to implement outreach and engagement activities outlined in the 2011 CPP application and this current submission.

In addition, NEPNA plans to develop a survey instrument using “Survey Monkey” to gain suggestions from the community on how to possibly use the unspent funds to supplement the budget for activities included in the Neighborhood Priority Plan.

8. 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.

LINE ITEM	AMOUNT
OPERATING BUDGET	
Professional Services	\$7,500.00
Communications / Outreach	\$5,000.00
Festivals and events	\$2,500.00
Fundraising	\$970.00
Insurance	\$2,000.00
Memberships / Dues	\$1,500.00
Office Supplies and Materials	\$850.00
Telephone	\$1,500.00
Web site	\$1,500.00
Subtotal	\$23,320.00
Neighborhood Priorities	20,000.00
TOTAL BUDGET	\$43,320.00

Thank you very much for your consideration of this plan.

Brian Steele, Chair
Northeast Park Neighborhood Association