2014-2016 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 if they have been revised since your last funding submission.

CONTACT INFORMATION:

Organization Name:	Kingfield Neighborhood Association
Address:	3754 Pleasant Ave S MPLS, MN 55409
Website url:	www.kingfield.org
Organization email:	info@kingfield.org
Federal EIN:	36-3517405
Board Contact:	Name: Hetal Dalal, President
Staff Contact:	Name: Sarah Linnes-Robinson, Executive Director Phone: 612.823.5980 office Email: sarah@kingfield.org Address: 3754 Pleasant Ave S, MPLS, MN 55409

Who should be the primary contact for this submission? Sarah Linnes-Robinson. sarah@kingfield.org

Date of Board review and approval: 11/13/13

<u>FUNDING ACTIVITIES.</u>
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.*

   Kingfield Neighborhood Association has been funded previously through the 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?*

   The CPP program purposes of 1) Identification and Action on Neighborhood Priorities,2) Influencing City Decisions & Priorities, and 3) Increasing Involvement are met in the following ways: Speaking to CPP goals 2 and 3, KFNA creates and distributes a weekly eNews which currently is sent to over 1800 addresses. This eNews serves as a regular invite to all events and meetings of KFNA. The eNews also covers other activities put on by other organizations that occur in Kingfield, relevant City information for issues that effect Kingfield, and information on partner events and activities that occur outside our neighborhood.

   Goal 1 is met via the KFNA monthly Board meeting, which continues to be held the second Wednesday of each month at MLK Park. Meeting may begin with a presenter on a local issue or matter of neighborhood interest and but the floor is always opened for Community Forum which is a chance for anyone to bring a question or concern before the KFNA Board.   Issue-based committees continue to meet on regular dates also with information being posted on both our website at www.kingfield.org and in the Kingfield News, which is printed and mailed to every property owner in Kingfield as well as every property owner of Kingfield, as well as hand delivered to local coffeeshops. These committees are empowered to act on behalf of the board within a set parameter of limitations.

   Besides asking the community to come to KFNA, KFNA also makes a point of going out into the community to identify issues and this is largely how stakeholders have and will continue to be engaged in developing the Neighborhood Priority Plan. Engagement with the community by KFNA through the planning and hosting of such events as events such as the summer festival, node-related celebrations, Kingfield Farmers Market, voting day outreach, and more. The board also visits each of the over 50 block parties and discusses block concerns and shares information on National Night Out each year. Input gathered at these outreach events will be used to direct the development of the Neighborhood Prioirty Plan.

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.*

KFNA works to build organizational capacity by posting opportunities for involvement in a timely manner, in easy-to-access- logical places and ways (including eNews, Facebook, print newsletters, Jonners volunteer lists, and community bulletin boards), with clear descriptions of needs and commitments for volunteers. We build our volunteer base by continuing to listen to community interests and developing events or programs that speak to those issues and needs, encouraging neighbors to take part in the development and implementation of the resulting programs. Additionally, in everything we do we have a goal of connecting neighbors to each other, as well as to introducing them to KFNA, so that relationships are built and people feel more connected to their neighbors and their neighborhood increasing the chance they will volunteer again, tell others to volunteer, and even reach out in the future is they have an issue or concern.

Self-assessment happens, especially on large-scale repeat projects. Not only are expenses and income reviewed, but also the spending of both staff and volunteer time is compared to the results. On annual projects KFNA is working to prepare job descriptions for many of the tasks so that the burden can be shifted from paid staff and shared more equitably with volunteers. Judging results can often be difficult since many of the results we seek are intangible, including awareness of KFNA and our partners, but Facebook is one tool that helps us know if people are aware of and excited about what is happening on various projects in Kingfield.

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.*

Looking back 20 years to the start of NRP, no one had any idea of the neighborhood of Kingfield. KFNA's focus on building relationships the past 17 plus years between all types of people and partners has resulted in a tightly-knit, and much sought-after community. KFNA's focus on building relationships between all types of people and partners has resulted in the organization's efforts not only working to attract people to our own events, but works regularly on large-scale projects with, and for, other neighborhood and community organizations to educate neighbors about their work and attract volunteers for their efforts. Examples of this include the now annual Empty Bowls event that KFNA organizes on behalf of Nicollet Square, a home for 42 formerly homeless youth at 3700 Nicollet, and the So Alive Retro Dance party that KFNA puts on as a benefit for The Aliveness Project. Addtionally KFNA's partnerships with the Southwest Senior center on the 10 panel public mosaic artwork that reflects the various demographic communities of our neighborhood, partnerships with local businesses and churches to hold a variety of street fests and celebrations throughout the neighborhood each summer, and the Martin Luther King Legacy Council to build a new playground at MLK park

demonstrate a collaborative model where each organization can actually build their base and create new relationships with individuals by working with other orgnizations. Through these many activities and partnerships with nonprofits, public, and private entities we build a sense of a whole neighborhood working together, as well as we are able to bring diverse audiences and participants to events due to the circle of influence of each of the partners. This is a benefit to the entire neighborhood, showing people multiple places they can become involved as a community member, not limiting to direct service to KFNA.

KFNA also regularly works with other neighborhoods and neighborhood organizations in an effort to erase the invisible boundary lines that divide us. By meeting quarterly with coordinators from the SW neighborhoods, we are able to share information and determine when we are working on similar projects and can potentially collaborate. From joint neighborhood hazardous waste drop-offs in year's past, to the current Fair Sky's multi-neighborhood coalition, KFNA partners across multiple borders. From the 2008 Walldogs on Nicollet public art installation and event, to the current reconstruction (both in advocacy and in planning) of Nicollet Avenue we often partner with the Lyndale neighborhood on common projects and share planning and outreach resources. Currently KFNA serves on a joint neighborhood task force organized by the Central and Bryant neighborhood orgnaizations to plan for and educate neighbors aobut a new co-operative grocery store planned for the Bryant neighborhood.

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.*

Certain areas of the neighborhood have typically been underrepresented in the organization of KFNA, with the most marked area being the northeast quadrant between Nicollet and 35W and 40th Street-36th street. However in our past two elections we have elected individuals who both live in this section of the neighborhood and also speak Spanish, a predominant language in this area. We have been able to utilize these individual's language skills to do additional outreach in the neighborhood in our print newsletters, as well as in direct flyering and invitations to events and celebrations.

Instead of focusing on simply providing services to those in need and losing a potential connection with the neighbors, however, we work to develop our outreach in a way that is rooted in the Kingfield neighborhood.   For example, in 2013, now in our fourth year, we are finally able to able to expand a free gardening class we offer, in partnership with the Hennepin County Master Gardeners and MN Horticultural Society, to Spanish speakers. These organizations will partner with a Kingfield neighbor who will provide the translation services for all the classes and help to provide information on the neighborhood and KFNA to the participants to help encourage future participation directly in our neighborhood. By building a relationship instead of just passing on these people to another organization, we hope to be able to be able to utilize their skills or help them locate additional resources in the future.

Additionally, KFNA is continually working on its block leader connections, focusing on connecting neighbors together through this network with bi-annual get-togethers as well as

monthly summertime events focused on increasing the safety of our community, rather than the crime that sometimes occurs. These events help us target the pockets of under-involved streets and at these events we work to identify at least one neighbor we can be in communication with as a KFNA Block Contact. The NCR could help with these events by recognizing their value and more strongly supporting neighborhood associations finically for this very basic, ground-level organizing and organizational work.

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.*

KFNA continues to focus on housing and redevelopment throughout the neighborhood with an eye towards increasing density, offering alternatives to energy consumption, and providing a mix of housing options. Although no housing programs are currently in place, KFNA recently completed both an exterior improvement loan program and closed the Solarize program for the year and is waiting for Xcel to release solar funding for the 2013 Solar rewards rebate program. Although our home loan program is fairly standard as to what you will see in other communities, through Solarize KFNA has been able to educate individuals about residential solar options, connect them with the Minnesota Renewable Energy Society for a reduced cost solar site assessment, and hook them up directly to installers, including Applied Energy Innovations (AEI), our partner on this project who has negotiated the largest MN Bulk Buy purchase to date. The difficulties that were faced in this program resulting from Xcel's lack of interest in sharing their process for selecting sites and reluctance to move the money quickly to the community are issues we are still struggling with, and something we hope to be able to deal with Xcel directly regarding. We are also looking towards organizing a Solar Garden opportunity within the neighborhood and educating neighbors about this new possibility. Lastly, through our Empty Bowls fundraising model we have made half a dozen presentations at local schools this fall informing youth and teachers aobut Nicollet Square, a housing facility in Kingfield that houses formerly homeless youth.

Currently KFNA spends 10 hours per week or about ¼ of it's total staffing on these efforts.

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.*

There is no unused funding from previous cycles that needs to be spent.

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.

Please use this budget template when submitting your Community Participation Plan for approval.

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 contract or an NRP contract or MoU.

Contact your Neighborhood Support Specialist at NCR for further details.

ESTIMATED BUDGET

CPP Budget	2014	2015	2016
Staff Expenses	$ 42,428	$ 42,428	$ 42,428
Employee Benefits	$	$	$
Professional Services	$ 1200	$ 1200	$ 1200
Occupancy	$ 4900	$ 4900	$ 4900
Communications/Outreach	$ 5000	$ 5000	$ 5000
Supplies and Materials	$	$	$
Meetings/community building events	$	$	$
Development	$	$	$
Fundraising	$ 1000	$ 1000	$ 1000
Other Services	$	$	$
Total for contract:	$	$	$
Neighborhood Priorities	$	$	$
TOTAL:	$ 54,528	$ 54,528	$ 54,528

The approved 2013-14 KFNA Annual Budget is also provided.

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.
- 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.
- 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.

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