
Community Participation Program Plan Lynnhurst Neighborhood Association 2014-2016

CONTACT INFORMATION:

Organization Name:	Lynnhurst Neighborhood Association	
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Board Contact:	Name:	Paul Ragozzino
Staff Contact:	Name:	Ruth Olson

Who should be the primary contact for this submission? ___Ruth Olson_____

Date of Board review and approval: _____11/14/2013_____

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.

Lynnhurst Neighborhood Association (LYNAS) has previously been deemed eligible and received funding in the previous cycle. Both the 2011 and 2012 Annual Reports have been filed with Neighborhood and Community Relations.

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?

As stated in previous submissions, LYNAS has a variety of established outreach activities:

- Annual Meeting Celebration in February
- Summer Festival in August
- Holiday Boutique in December
- Earth Day Clean-Up Event in April
- Monthly neighborhood board meetings, open to all residents and other interested stakeholders
- Community Participation Activities to gather feedback (Creek Walk, etc.)
- Other periodic events (such as Buckthorn Bust Removal Day, Environmental Town Halls, etc.) as needed
- Promotion of neighborhood events and activities through Lynnhurst website, Lynnhurst Facebook page, Nextdoor, postcard mailings, and sandwich board signs at busy intersections
- Environmental Newsletter mailed to 2250 residences
- Environmental Enduring Environs Blog
- Annual neighborhood-wide garage sales in September
- Renewed commitment to a Business Façade Matching Grant Program
- Phase II Housing Program available to all residents
- Yard sign campaign to reduce stormwater contamination

In order to develop Neighborhood Priority Plans we will rely on those priorities set forth in our NRP Phase II Plan. This Plan was formally adopted in July, 2011 and is very current in terms of neighborhood needs and wishes. We will also use large scale neighborhood gatherings to query residents for other goals.

The information gathered from questions and the surveying done in our Phase II Plan will guide our NPP submission.

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.

LYNAS will use all of the activities listed in question #1 to solicit involvement and engagement of all residents of Lynnhurst neighborhood. We will continue to build our membership base and encourage new leadership through direct one-on-one contact made possible through our community events. Existing and past Board members and neighborhood staff will continue to reach out to neighbors to recruit volunteers for various activities of the neighborhood. With decreased public funding available, LYNAS will be looking at all possible opportunities to join forces with other neighborhood associations and community groups in order to combine resources and support so that activities and events are not compromised

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.

LYNAS works hard to create a sense of togetherness for the entirety of the neighborhood. In fact, one of our major NRP strategies in both Phase I and II is Building a Sense of Community. We sponsor a variety of events and activities to reach out to different segments of population in the neighborhood. We are in the process of developing a Welcome Packet to distribute to all residents. This Welcome Packet would include information regarding the neighborhood as a whole, LYNAS, businesses in the neighborhood, City of Minneapolis contacts and would demonstrate our commitment to inclusion of all residents. It is our hope that by distributing this Welcome Packet to all residents we will build better awareness of the neighborhood association and participation. We would also like to continue sponsoring occasional symposiums on a variety of topics that could bring together a wider cross-section of neighborhood residents. Possible topics for these symposiums could be zero-waste recycling, safety measures, sustainable yard design including rain gardens, etc.

LYNAS and Fulton Neighborhood Association (FNA) have continued to build bonds through their respective Environmental Committees. Conversations have begun as to how to best support the efforts of each neighborhood, how to duplicate successful

programs and how to communicate important environmental information. Recently, LYNAS, FNA and Linden Hills Neighborhood Council co-sponsored a yard sign campaign to draw awareness to water quality and keeping leaves out of the streets.

LYNAS, FNA and Armatage Neighborhood Association have been working together over the past year to gather feedback and input about improvements to the shared Minnehaha Creek that flows through Fulton and Lynnhurst and borders Armatage.

Lastly, over the course of several years, LYNAS has worked closely with their neighbors in Kenny, Tangletown and Windom neighborhoods to develop and move forward a streetscape plan for the intersection of 54th St and Lyndale Ave S. A joint Neighborhood Priority Plan has been filed stating the continued desire of the four neighborhoods to support the streetscape by providing substantial capital funding and requesting assistance from various City departments to get maintenance costs for the plan. These costs will allow the businesses to determine if they will support the project by agreeing to fund a special services district for ongoing maintenance of the streetscape elements. The neighborhoods believe that the streetscaping combined with the recently completed street and brined rebuild/redesign for this part of Lyndale will positively affect the appeal of the business district, benefitting both the business owners and the adjacent neighborhoods.

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.

Historically, senior citizens are not well represented in the activities of the neighborhood. LYNAS has specifically chosen to support senior citizens in the guidelines of its new Housing revolving loan program. Eligible improvements to accommodate the elderly and/or disabled and allow them to stay in their homes include but are not limited to wheelchair ramps, chair lifts, and stair railings. Furthermore, the new Welcome Packets that are being developed will have a section focused on services available to seniors in the neighborhood and nearby vicinity.

NCR could help further engage senior citizens by spreading the word of the available housing funds and working with LYNAS to develop programming and facilities focused on the unique needs of aging in an urban environment.

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.

LYNAS has contracted its Phase II NRP dollars in a revolving, low-interest home improvement loan program. To date, this program has helped a number of home owners in the neighborhood improve their home and, thus, raise the property values of not only their own home but those surrounding properties.

These programs are already well-established and do not take a significant amount of time to manage- no more than 1% of staff time. However, LYNAS continually monitors the effectiveness of its housing programs and alters guidelines and funding levels to meet the needs of Lynnhurst residents.

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.

LYNAS will have unused funds from the previous cycle. We will roll forward these funds and use them for further community participation activities and neighborhood priorities.

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	\$13,500	\$13,500	\$13,500
Employee Benefits	\$	\$	\$
Professional Services	\$	\$	\$
Occupancy	\$300	\$300	\$300
Communications/Outreach	\$8,000	\$8,000	\$8,000
Supplies and Materials	\$1,157	\$1,157	\$1,157
Meetings/community building events	\$500	\$500	\$500
Development	\$	\$	\$
Fundraising	\$	\$	\$
Other Services	\$	\$	\$
Total for contract:	\$	\$	\$
Neighborhood Priorities	\$4,000	\$4,000	\$4,000
TOTAL:	\$27,457	\$27,457	\$27,457

LYNAS operates wholly within funds made available through the Community Participation Program and remaining NRP funds. We have no other outside funding sources. We do not have an Annual Budget.

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.).