
COMMUNITY PARTICIPATION PROGRAM
Submission Due Friday November 15, 2013

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:	Shingle Creek Neighborhood Association
Address:	PO Box 15656, Mpls, MN 55415
Website url:	www.scna-mpls.org
Organization email:	mpls.scna@gmail.com
Federal EIN:	41-41-1741562
Board Contact:	Name: Pam Owens/SCNA Chairperson Phone: n/a Email: mpls.scna@gmail.com Address: PO Box 15656, Mpls, MN 55415
Staff Contact:	Name: Amy Luesebrink

Who should be the primary contact for this submission? _____ Ms. Owens _____

Date of Board review and approval: November 12, 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.

The Shingle Creek Neighborhood Association (SCNA) has been previously funded by CPP.

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?
 - 1) *SCNA's outreach neighborhood activities include monthly neighborhood and Housing, Finance, Community Garden, Event committee meetings. Monthly newsletters to 1150 households, holding community-wide educational and informational meetings on crime and safety, housing, or other topical forums and workshops, utilizing MPRB Park signage and utilizing our social media and events.*
 - 2) *SCNA incorporates several methods of involvement in the NCR/ CPP priorities of identifying and acting on neighborhood priorities, influencing city decisions/priorities, and increasing involvement. Our methods include: identifying and acting on neighborhood priorities established by our neighborhood action plan, surveying our residents via our email, media outlets, including monthly newsletter, and polling residents. Acting on neighborhood priorities include bringing in city, county, parks, and school resources, bringing in educational and informational resources to address neighborhood issues and holding neighborhood or community-wide meetings. It also includes bringing in outside and impartial facilitators to help extract data and input objectively.*
 - 3) *Engaging residents in developing a Neighborhood Priority Plan. The board will continue to annually review its Neighborhood Action plan strategies, evaluate and prioritize them based on several factors including funding, leverage potential, timing, strategic partnerships, and board strengths. Taking those priorities, SCNA will seek further input from residents throughout the year through various input methods at neighborhood events, through surveys and offer the opportunity for further ideas to be captured for evaluation and consideration.*
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.
 - 1) *We invite and welcome community members to our monthly Board and committee meetings; neighborhood events are widely publicized via our print and electronic methods, as are calls for volunteer help. All of these along with our monthly meetings*

and media outlets, serve as volunteer warm markets to build our organizational capacity, membership, and volunteer base.

- 2) We invite residents to become members of the association at every event, and we recruit volunteers via standing/adhoc committees, electronic communications, community newspaper and our monthly newsletter membership mailing. SCNA Board members and volunteers are encouraged to develop their leadership skills by chairing a committee. Developing leadership skills comes from having a supportive and experienced board and takes practice so new committee chairs or co-chairs are sought for new and old neighborhood projects that serve to accomplish SCNA's mission and work*
- 3) Because new volunteers come from diverse and various backgrounds, each goes through a one on one initial process with board chair and or staff to help assess tools and information needed to bridge the learning curve of learning about SCNA's organizational history, mission, and ongoing projects. SCNA also holds board retreats to help build its capacity.*
- 4) SCNA uses Minnesota Technology of Participation (MTop) to help with evaluation, training board members, increasing meeting facilitation skills, and planning efforts.*

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.

- 1) **build sense of whole neighborhood** As a group of volunteer residents, that meet monthly, who have been representing the Shingle Creek neighborhood since 1991, SCNA continues to build a sense of a whole neighborhood and a sense of belonging among residents through its monthly printed newsletter, unique branding, street signage, community connecting events, and educational efforts through its media outlets and personal connections.*
- 2) **build bridges among neighbors and diverse communities within the neighborhood,** We are building bridges with adults and youth through focused conversations at our community center to learn about their ongoing needs and concerns. In 2009, the Youth Coordinating Board identified Camden as the 2nd ranked ward in the City with the largest number and percentage of children and youth with 10,541 youth under the age of 19, or 35% of the population, second only to Near North with 44% of its population under the age of 19. They also concluded that Camden was again ranked second for the worst ratio of number of opportunities to number of children. We continue to help support our local youth programs and assets when possible to help provide more resources, involvement, and bridge our diverse communities.*
- 3) **work with other neighborhoods and organizations on issues of common interest,** SCNA works with other Camden and North Minneapolis neighborhoods and organizations on issues of common interest including attending ongoing Penn Ave N development, West Broadway development, Webber Pond and Webber Library developments, Lyndale Ave N improvements, Brooklyn Boulevard/Osseo Road improvements, hosting community wide meetings on Crime and Safety, utilities, or housing as needed.*

4) build partnerships with private and public entities

We work with several local partners on our local efforts including Owens Corning, General Electric, MRI Trucking, MPRB/Creekview Park, Shingle Creek Watershed Commission, Minneapolis Watershed Commission, Wenk, Inc for our annual Shingle Creek Clean-up event; City, MPRB, Three Rivers Park, Camden Pet Hospital, Behind Bars on Tour de Camden event; Victory 44, Pohlad Foundation, Lind Bohanon Neighborhood Association, Victory Neighborhood Association and others promoting our neighborhood while bringing benefits to the neighborhood as a whole.

4. **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.

SCNA is very mindful that under the State of Minnesota Neighborhood Revitalization Program Statute 469.1831 NEIGHBORHOOD REVITALIZATION PROGRAM; FIRST CLASS CITY it clearly defines who neighborhoods should be engaging under Subd. 6. Citizen participation required. (b) ... "The neighborhoods must include the participation of, whenever possible, all populations and interests in each neighborhood including renters, homeowners, people of color, business owners, representatives of neighborhood institutions, youth, and the elderly." These are the legally defined and required groups that neighborhoods are compelled to "include the participation of". SCNA's ongoing work of involvement of under-engaged stakeholders includes all of the above categories with a priority for youth, elderly, and homeowners.

Along with focusing on youth, SCNA will be working to partner with other neighborhoods that have identified projects that would fit our community needs to reach these under-engaged stakeholders.

How can NCR help with this work?

NCR can support this work by continuing to support SCNA by processing contracts in a timely manner and continuing the communication with the neighborhoods in a timely manner. Allowing 45-90 days lead time for significant projects with adequate informational meetings for significant project requirements.

5. **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.

SCNA has a home improvement loan program, a major housing development project in its neighborhood, the Humboldt Greenway project that has nearly 100 vacant contiguous lots for development. Foreclosure prevention, home improvement loans and homeowner incentives and retention remain high priorities for SCNA.

SCNA estimates 20% of its time will be spent on housing issues in the next 12 months.

6. **Unused funds.** Organizations should discuss how they plan to use unused funds from the previous cycle for community engagement or implementation of neighborhood priorities.

SCNA plans to utilize the unused funds for community engagement to bridge new partnerships with youth and elderly programs and homebuyer incentives.

7. **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.

BUDGET: CPP Allocation: \$127,305

	2014	2015	2016
	\$42,435	\$42,435	\$42,435
Staff Expenses	\$21,217	\$21,217	\$21,217
Acct:	<u>\$2,400</u>	<u>\$2,400</u>	<u>\$2,400</u>
	\$23,617	\$23,617	\$23,617
Employee Benefits			
Professional Services			
Occupancy			
Communications/Outreach (713.46 x 12=\$8,561.52 \$100=\$1,200 and 6 qtr adds at \$325 x \$1,950)	\$11,712	\$11,712	\$11,712
Supplies and Materials	\$1,362	\$1,362	\$1,362
Meetings/community building events	\$4244	\$4244	\$4244
Development	\$500	\$500	\$500
Fundraising			
Other Services			
Neighborhood Priorities	\$1,000	\$1,000	\$1,000
TOTAL:	\$42,435	\$42,435	\$42,435

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.

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- 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.