
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:	East Harriet Farmstead Neighborhood Association
Address:	3612 Bryant Ave S Minneapolis, MN 55409
Website url:	www.eastharriet.org
Organization email:	info@eastharriet.org
Federal EIN:	41-1768816
Board Contact:	Name: Adam Faitek
Staff Contact:	Name: Deb Schirber Phone: 612-824-9350 Email: info@eastharriet.org Address: 3612 Bryant Ave S, Minneapolis, MN 55409

Who should be the primary contact for this submission? Deb Schirber

Date of Board review and approval: __8/1/12__

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.
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?

A large part of our outreach is through our two signature events, KiteFest and RoseFest and the Annual Meeting. EHFNA will be participating for the 3rd year in the Open Streets Event providing supplies and assisting with bike decorating for kids. This event covers 1 mile of our eastern neighborhood border on Lyndale and will provide EHFNA an additional opportunity to reach out to residents in a large public venue. Board and committee members are available at these events to answer questions about EHFNA activities. We will have signup sheets available for those interested in receiving our eNews and or volunteering. We will also be issuing a survey at all of these events to identify projects and priorities valued by the neighborhood and this will help to inform our spending strategy during the upcoming CPP cycle.

A 5x7 postcard is sent to all East Harriet residents announcing the annual meeting and agenda including free food, neighborhood updates, opportunity to hear elected officials, speak to current board members and committee chairs about seeking a position on board or committee and participate in the election process.

Our monthly eNews (540 subscribers), website, and facebook page are the main source to get information out to East Harriet about city services, local events, news, neighborhood events, and volunteer opportunities. ENews blasts are used to inform residents of more pressing issues. Residents can respond to specific requests for input on eNews through email and calling the office. In cases where city issues affect our neighborhood, more frequent updates are pushed out through eNews, website and facebook, surveys are conducted and flyers distributed to all households. For example, EHFNA conducted surveys and distributed flyers to the neighborhood when the park board was considering putting in a dog park in the neighborhood to ensure residents were aware and let them know how they could take action. Door hangers are delivered to each home & apartment building in the neighborhood to notify residents of RoseFest. Posters and area news publications are used to advertise KiteFest and RoseFest to area residents.

Board and committee meetings are posted and updated monthly on eNews and the website.

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?

The Annual Meeting provides residents the opportunity to hear about EHFNA initiatives, involvement as a board or committee member and or volunteer.

Board and committee members are available to speak to residents at neighborhood festivals and events.

Volunteer opportunities are announced through eNews, website, & facebook. Prior to each event, staff reaches out to volunteers through emails and phone calls. Event and committee volunteer signup sheets

are at our events and annual meeting. Currently, we work with about 40 volunteers for KiteFest and 125 at RoseFest and will continue to build on this base.

We will continue to increase subscribers to eNews through sign-up sheets at events, encourage the use of facebook, and the website. National Night Out continues to grow across the neighborhood. Last year 19 out of 50 blocks participated and the goal is to reach 50% participation this year. East Harriet will also use this event to both spread news about the neighborhood and get people signed up on eNews.

Self-assessment is completed through the annual meeting, during the budgeting process, neighborhood surveys, and finally, informal and anecdotal feedback at the annual meeting and other outreach events.

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.

There are a number of examples to demonstrate the work in each of these areas. Below are a few examples of how East Harriet accomplishes this.

KiteFest - East Harriet collaborates with Linden Hills Neighborhood Association, the DNR, the Minneapolis Park and Recreation Board, MN Kite Society and local businesses drawing both area and regional spectators to this annual festival in its 11th year.

RoseFest in its 7th year is our annual neighborhood summer festival held at Lyndale Farmstead Park. The event draws residents from East Harriet and several surrounding neighborhoods together for a community celebration. The event focuses on local music talent and business and organization information booths, grilled food, a variety of fun events for all including carnival games and the popular Classic Auto Show. RoseFest 2012 will highlight the soon to be opened Off Leash Dog Park in the Southside Operations Center near Lyndale Farmstead Park. EHFNA is working with Park staff and Park Commissioner Brad Bourne to host an open house including tours of the off leash dog park recreation area and feature dog related non-profit and business booths.

Parks, Environment and Schools (PES) committee recently altered the funding strategy to allow EHFNA to fund proposals put forward by all three of the charter, magnet and community public schools of East Harriet. The committee worked with District 6 neighborhoods Lyndale and Kingfield to host a School Board Candidates Forum. PES annually co-hosts the annual Earth Day Clean Up at Lake Harriet with Linden Hills and MPRB and will be partnering with People For Parks to explore Legacy Grant money to restore Hefflefinger Fountain in the Rose Gardens.

EHFNA continues to support the business community in our neighborhood and the surrounding area of Southwest Minneapolis. The neighborhood feels it is important to the vitality of the neighborhood to have a vibrant business community. Local businesses benefit by receiving Minneapolis Great Streets Business Façade Improvement Grant from both East Harriet and Nicollet East Harriet Business Association.

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.

Below are a few examples of our work in this area:

Walker Methodist staff will work with East Harriet volunteers again this year to purchase, prep and store food for RoseFest. This partnership has helped with the cost of food, preparation time and a provided a convenient location to store and access food during the festival.

All of our board and committee meetings are held at Walker Methodist providing neighborhood exposure to the facility.

East Harriet communicates and promotes VOA Southwest Senior Center activities and announcements in our eNews and website. We also rent office space in this building which keeps us in close contact with their staff.

One of our biggest underrepresented groups is renters. EHFNA will be developing strategies to connect with renters to get their feedback about the neighborhood and identify ways to improve engagement.

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.

Housing Zoning & Business Committee (HZB) has a home improvement loan program in place to improve and maintain the housing stock in our neighborhood. The program administered by CEE is advertised on our website and offers 4 and 2 percent loans based on income.

The current market has made it difficult for our loan program to compete with commercial loans and still break even. Homes in East Harriet have retained their value and foreclosures are low. The committee has talked with similar neighborhoods and the CEE to generate new ideas and will continue to explore other avenues in the next 18 months.

Four hours a month are spent on housing activities

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.

EHFNA has \$1025 left from the previous cycle. EFHNA has allocated all funds from previous cycles and anticipates that the funds will be used.

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

Staff Expenses	\$ 21,600.00
Employee Benefits	\$ 0.00
Professional Services	\$ 300.00
Occupancy	\$ 6,553.10
Communications/Outreach	\$ 7,400.00
Supplies and Materials	\$ 337.50
Festivals and events	\$ 1,675.00
Development	\$
Fundraising	\$
Other Services	\$ 1,945.00
Neighborhood Priorities	\$ 5,644.40
TOTAL:	\$ 45,455.00

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.