
COMMUNITY PARTICIPATION PROGRAM

2012-13 Submission

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:	Elliot Park Neighborhood, Inc.
Address:	719 10th Street South, Minneapolis, MN 55404
Website url:	www.elliottpark.org
Organization email:	lynnregnier@elliottpark.org
Federal EIN:	41-1281612
Board Contact:	Name: Millie Schafer, President
Staff Contact:	Name: Lynn Regnier Phone: 612.335.5846 xt 18 Email: lynnregnier@elliottpark.org Address: 719 10th Street South, Minneapolis, MN 55404

Who should be the primary contact for this submission? Lynn Regnier

Date of Board review and approval: November 12, 2012

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.

Elliot Park Neighborhood, Inc. has previously been funded through the Community Participation Program and proven eligibility.

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?

Throughout 2011 the Board of Directors participated in an extensive Strategic Planning Process which is the guiding Neighborhood Priority Plan. A professional facilitator was hired to lead the work and the planning process. Surveys were distributed to community residents and employees to determine priorities, concerns and issues and to guide the development of the Strategic Plan/NPP. A random sampling of 400 people received surveys in the mail and another 100 people received surveys directly via email. The survey was also posted on the EPNI website. Board members used the collated results to guide them as they developed the work plan for the next 3-5 years. The plan was adopted with milestones in November 2011. While the goals and milestones remain constant the detailed work plan has since been revised and updated four times (most recently in September 2012) as the work evolves and changes and as directed by community input and by events, activities and outside forces.

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.

EPNI encourages community involvement in all organizational meetings, events and activities which are promoted on our website, facebook, e-newsletter and through flyers and email distribution lists. The BLUH Committee (Building, Land Use and Housing) meets monthly and participants are encouraged to volunteer for task forces. One ongoing task force, the Livability Task Force, has had great success in recruiting participation from community institutions that are now attending regularly and working with residents to resolve property, crime and safety issues. We also specifically invite individuals to participate on projects that might hold particular interest for them (i.e. Housing Development Guidelines Task Force). It is an ongoing effort to recruit new

people and help them to become acquainted with the neighborhood and familiar with the work of EPNI.

In recent years EPNI established the Elliot Park Leadership Group, a consortium of neighborhood nonprofit institutions and organizations, that meet quarterly to stay informed and to work on shared goals and interests. Through this group we strive to encourage their leadership in community events and issues. Recently we have seen a rise in EPLG members participating in the Livability Task Force which has improved the impact of the task force work. The group has also taken a leadership role in developing the Night to Unite event, an annual community celebration.

Additionally, EPNI has worked closely with the East Downtown Council, representing businesses in both Downtown East and the Elliot Park neighborhoods, to encourage and promote their role as community leaders.

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.

EPNI has developed strong connections throughout the neighborhood, outside of the neighborhood and with public entities to promote and advance the work of the community. EPNI staff meets: Monthly with a CPED staff member; several times monthly with additional CPED staff; monthly with representatives from other downtown neighborhood groups; twice-monthly with business leadership serving on the board of the East Downtown Council and attending regularly scheduled member meetings; quarterly with neighborhood nonprofits; monthly serving on the board of Community Shares of Minnesota; regularly connecting with city departments--zoning, transportation-police--related to the work of BLUH; monthly serving on the City Stadium Implementation Committee and two subcommittees; regularly serving on the Downtown Council 2025 Development Committee.

Additionally staff meets with and advises community groups such as Friends of Triangle Park and Catholic Charities Opportunity Center. All of these relationships form a strong base for growing community leadership and volunteer opportunities and for connecting people to each other. EPNI has recently taken the initiative to introduce new businesses to the East Downtown Council to encourage their membership in that organization. In the next year we will be making a concerted effort to diversify relationships by inviting individual community members to attend many of the meetings that staff are involved in in order to increase their knowledge and involvement.

-
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.

Elliot Park has a significant population that is unable to attend community meetings and events for a variety of reasons stemming from physical health challenges to cultural barriers to the transient nature of many who reside here or utilize neighborhood services. EPNI works directly with the institutions and nonprofits that serve others in order to engage them in the issues and resolutions that directly affect their constituents.

This year our board made an effort to include more non-residents on the EPNI board and recruited representatives from Augustana Care Center, North Central University (NCU) and Aeon to serve. Their presence expands their leadership and helps to keep us all connected together to the un-engaged/under-engaged populations.

In recent years there has been an increase in the number of Somali immigrants moving into the community and traditionally they have remained detached from the neighborhood. We will seek advice and work with NCR to develop strategies that will help EPNI connect to this un-engaged population.

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.

The board Strategic Plan/NPP focuses the work of the next 3-5 years specifically on developing new housing opportunities as stated in the plan:

EPNI leads with housing development as a driving force for community, cultural and economic prosperity. With an eye toward the historic nature of Elliot Park and a commitment to economic and cultural diversity, EPNI promotes a unique, vibrant, and thriving neighborhood through a variety of housing options, resulting in:

- *Resident investment and neighborhood stability,*
- *Beautification and greening of the neighborhood,*
- *Resident safety, wellness and vitality,*
- *Cultural amenities and a sense of place, and*
- *Commerce that brings goods, services and jobs into the neighborhood.*

This plan is the underlying foundation of all of the work that EPNI is engaged in:

- From our recently completed Elliot Park Housing Inventory we will be working with our neighborhood partners to create Housing Development Guidelines to aid in future decisions about the types of housing needed and the best locations for housing.
- The Downtown Council has published their 2025 Initiative including their

aggressive goal to double housing in downtown in the next fifteen years.

Because Elliot Park includes many opportune development sites we are serving on their Development Committee to increase relationships and to encourage collaborative housing development opportunities.

- CPED has engaged EPNI to serve in an advisory capacity on a Parking Lot Study to determine development barriers in Downtown East and Elliot Park. Just underway now it will result in the creation of informed strategies for the City to employ that can ultimately spur development.
- With the pending development of a new Vikings stadium EPNI has become increasingly involved and serves on the City Stadium Implementation Committee (CSIC) as well as the Stadium Planning Subcommittee and the Stakeholder Experience Subcommittee. This work allows EPNI to advance years of dedicated vision and neighborhood planning and to be a champion for smart urban development and increased housing opportunities in the district. With support from the McKnight Foundation, and in agreement with CPED, EPNI has also contracted with consultant Peter Brown to facilitate the work of the CSIC. This partnership is a continuation of a long relationship with both CPED and The McKnight Foundation.
- The BLUH Committee addresses all questions regarding housing development and works to inform the community about pending issues, providing forums for community education and discussion. The Livability Task Force addresses housing issues as they relate to concerns about existing property issues and crime and safety.

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.

Any unused monies will be rolled into the ongoing work as described.

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.

	2012-2013
	CPP Budget
Staff Expenses:	
Urban Design Coord (SB)	0.00
Community Development (DF)	31,000.00
Executive Director (LR)	31,000.00
Staffing	62,000.00
FICA/SUTA/Workers Comp	4,850.00
Health Benefits	3,000.00
Professional Services:	
Consultants/Professional Services	4,000.00
Accounting	4,000.00
Computer Software/Maintenance	3,000.00
Occupancy:	
Office Rent	5,000.00
Utilities	3,000.00
Office Cleaning/Maintenance	1,500.00
Leases & Maint	1,500.00
Phone/Internet	1,200.00
Communications/Outreach:	
Postage & Delivery	1,000.00
Printing	4,000.00
Supplies and Materials:	
Office Supplies	1,200.00
Meeting/Program Expenses	1,000.00
Festivals and Events:	
Promotion/Public Relations	2,000.00
Advertising	1,000.00
Dues, Subscriptions, Fees & Licenses	300.00
Development:	
Staff & Board Training	500.00
Balance in Contract	104,050.00

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.