
2014-2016 COMMUNITY PARTICIPATION PROGRAM

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: | Armatage Neighborhood Association |
| Address: | 2500 West 57 th Street, 55410 |
| Website url: | Armatage.org |
| Organization email: | Kristinaanacoordinator@gmail.com |
| Federal EIN: | 41-1834093 |
| Board Contact: | Name: Denis Houle |
| Staff Contact: | Name: Kristina Erazmus Phone: 612-668-3206 Email: Kristinaanacoordinator@gmail |
| | |

Who should be the primary contact for this submission? Kristina Erazmus
612-308-1737 _____

Date of Board review and approval: Tuesday December 16th 2014 _____

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 Armatage Neighborhood Association (ANA) has been deemed eligible and received funding in the previous cycle.

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 ANA has a variety of established outreach activities:

- **A quarterly newsletter sent to our 574 member email list, posted on our website and hand delivered to residents who have requested a paper newsletter**
- **Regular updates via Facebook, Twitter, emails and our website – Armatage.org**
- **Monthly neighborhood meetings, including a electronic meeting agenda and notice**
- **Annual Summer Festival in August**
- **Annual Meeting in May**
- **Quarterly Safety meetings**
- **Welcome packets to new residents with an Armatage reusable shopping bag with neighborhood and city information delivered to new residents**
- **The ongoing Armatage Treasures program that celebrates residents who are involved in neighborhood activities that make a difference in our community.**
- **Our Neighborhood Priority Plan was developed through a series of surveys – a paper survey at our Annual Meeting, an on-line survey via Survey Monkey and gum ball voting at our Summer Festival. Safety was the top resident priority. The ANA, in partnership with the Minneapolis Police Department, hosted a Personal Safety Seminar focusing on**

personal safety. The ANA will continue focusing on resident safety throughout 2014-2016. Our January 2015 monthly Neighborhood Meeting will focus on Safety. Invited speakers include Mpls. Police Chief Janeau Harteau, Inspector Todd Loining, Hennepin County Attorney, Adam Tomczik and Crime Prevention Specialist, Jennifer Waisanen. We will also introduce a Safety Newsletter specifically focusing on resident home, personal and community safety that will be mailed to each resident quarterly.

- Assist businesses through the Great Streets Façade grant program
 - Hold occasional meetings for residents such as meetings to communicate road construction, RNAV (area navigation that allows an aircraft to choose any course within a network of navigation ...) and airport noise, safety and energy conservation.
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 ANA will use the activities listed above to solicit involvement and engagement of all residents. We will continue to build membership through direct contact with residents via our monthly meetings and community events. We continue to add followers to our Twitter account and Facebook page. In partnership with Armatage Park, we will co-host a winter festival - Fire and Ice. The ANA has been successful in engaging residents with community events such as the Summer Festival, Summer Garage Sales (in partnership with the Kenny Neighborhood) and the introduction of Organics Recycling this fall. Current Board members and neighborhood staff will continue to reach out to neighbors and businesses to recruit volunteers and donations for various neighborhood activities. The ANA will continue to build and strengthen partnerships with businesses, other neighborhood associations, Armatage Park and other community associations in order to combine resources to continue to offer residents a variety of high quality activities and 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.

The ANA works hard to create a sense of community among businesses and residents. We sponsor many events and activities to reach out to different segments of the population. The addition of a Safety Newsletter mailed to each resident will help engage long term residents who may not be plugged in to the internet and social media. It will also give residents the opportunity to hear about crime in the neighborhood and safety information. The Summer Festival continues to grow and engages every member of our community. The garage sale event is a collaborative effort with the Kenny Neighborhood 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.

Long term residents were an under-engaged population due to the focus on our electronic newsletter. Our new Safety Newsletter that will be mailed to each resident will help re-engage this 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 ANA is currently in a co-op with the Kenny, Fulton and Lynnhurst neighborhoods to re-design and re-launch a Home Loan program. This first of its kind partnership will allow the ANA to maximize housing and marketing dollars to make these loans accessible to every resident.

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 remaining balance should be rolled over into additional CPP functions.

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 | | \$10,600 | \$10,600 |
| Employee Benefits | | N/A | N/A |
| Professional Services | | \$0 | \$0 |
| Occupancy | | \$300 | \$300 |
| Communications/Outreach | | \$3,600 | \$3,600 |
| Supplies and Materials | | \$800 | \$800 |
| Meetings/community building events | | \$3000 | \$3000 |
| Development | | \$800 | \$800 |
| Fundraising | | \$0 | \$0 |
| Other Services (signage) | | \$3,135 | \$3,135 |
| Total for contract: | | \$22,235 | \$22,235 |
| Neighborhood Priorities | | \$23,117.50 | \$23,117.50 |
| TOTAL: | | \$45,352.50 | \$45,352.50 |

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.).