
2014-2016 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 if they have been revised since your last funding submission.

CONTACT INFORMATION:

Organization Name:	Audubon Neighborhood Association
Address:	1509 27 th Avenue NE Minneapolis, MN 55418
Website url:	www.audubonneighborhood.org
Organization email:	mail@audubonneighborhood.org
Federal EIN:	41-1782691
Board Contact:	Name: Nic Baker
Staff Contact:	Name: Robin Sauerwein Phone: 612-788-8790 Email: mail@audubonneighborhood.org Address: 1509 27 th Avenue NE Minneapolis, MN 55418

Who should be the primary contact for this submission? Nic Baker

Date of Board review and approval: November 4, 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.*

We have been previously funded by NCR.

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?*

We will repeat the activities that we used to reach out to the community in 2013. We found these to be successful, and will adapt them as necessary to meet any new requirements:

- Six community meetings, one of which is an annual meeting in which half of the board of directors is elected. All community members are also invited to the board meetings on the alternating months.
 - A print newsletter distributed to 2200 households and businesses. This newsletter contains information on neighborhood events, profiles of neighbors, issues of concern to residents, and developments in the business community.
 - An electronic newsletter sent to 150 neighbors, which provides some of the same information as the print newsletter but on a more timely basis.
 - A web site that provides comprehensive information on the association, such as history, key documents (by-laws, plans), meeting minutes, and announcements.
 - A recently established association Facebook page for official announcements and other ANA business. This page complements an existing "Friends of the Audubon Neighborhood Association" site that is an informal, independent page for discussions of general concerns, such as lost pets and views on city developments.
- Our weekly farmers' market from June through September. In addition to its being very popular among our residents (and, we suspect, neighbors from neighboring communities), the market gives us an opportunity to distribute literature on association activities and other matters of general concern.
 - The 2013 Audubon Park Spring WingDing annual celebration was held at the Audubon Park Recreation Center on April 27th. ANA, Northeast Middle School and Edison High School groups, and the Audubon Park Recreation Center collaborated on this event. The celebration included exhibits, games, music, entertainment, food donated by local restaurants, nature presentations, a

demonstration of environmental-friendly household cleaners by the Mississippi Watershed Management Organization, and an arts-and-crafts demonstration by the Northeast Co-op.

Our 2013 NPP will be based on a mail survey of residents. The results of this survey will help determine our approach to this cycle's plan. We do recognize that there will be additional resources available to us through NCR's outreach initiatives and intend to fully tap them for strategizing development of the next plan.

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. As noted, community meetings provide a forum for neighbors who wish to discuss specific issues. We also solicit feedback or suggestions on specific issues on the Facebook pages, which we have found to be a good way to reach out to those neighbors who subscribe to the pages.
2. The challenge, of course, is reaching out to people who do not come to the community meetings, read our website, or follow us on Facebook. Further identifying these neighbors and finding more successful ways to reach out to them will be a primary function of the NPP.
3. Actually, developing new leadership was a major issue in the last cycle, since the board consisted almost entirely of new members. However, the current seven members have recently committed to continuing their service for additional terms. We believe achieving this stability has been a major step in the board's maturity. As the current members develop, we will "mentor" newer members to avoid another situation in which all-new officers and members are going through intensive on-the-job training.
4. By February 2014 the Board will conduct a planning exercise and prepare an action plan for 2014-2015. This action plan/strategic plan will be presented to a community meeting and ultimately adopted by April 2014.

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.*

Audubon Park does have a large number of neighbors involved in National Night Out. Last year there were 33 neighborhood events registered for the event . This year we will determine how ANA can better connect with neighbors during National Night Out.

North East Middle School is located in Audubon Park and a large number of neighborhood children attend school there. We will consider how to better collaborate with students, parents, teachers and administration of our local schools.

We see building relationships as being a top priority for the coming contract period. We intend to work closely with the NCR neighborhood support specialist and outreach specialists to determine and implement ways to bring together the community. This will be a challenge, as discussed in the response to the following question.

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.

Several ethnic groups, such as Latino, African American, and immigrant neighbors, live on the western side of the neighborhood. Most are renters rather than property owners. These members of the neighborhood are not engaged in ANA activities. Attendance at community meetings varies, with the same core of people showing up month after month. While some of the activities discussed under question #1—a community festival and a multi-neighborhood garage sale—did have a good turnout, there seems to be less interest in becoming involved in the formal community organization. Again, we will need input from NCR to address this issue, which we realize is not unique to ANA.

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.

Our primary focus is on low-interest or forgivable housing loans to neighbors who meet city requirements. We currently have approximately \$139,000 allocated across six housing loan programs under one contract with CEE and \$265,000 in another contracted housing loan program.

We anticipate that a maximum of 3% of board and staff time is devoted to housing-related activities.

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.

2014 CPP budget guidelines require us to allocate the same amount for each of the three years, but costs will increase during that period. In particular, we foresee increases in personnel/contractor costs and printing and mailing of the newsletter. Therefore, we intend to roll the funds over into the 2014-2016 funding cycle to partially fund these increases.

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	\$17,000	\$17,000	\$17,000
Employee Benefits	\$0	\$0	\$0
Professional Services	\$2350	\$2350	\$2350
Occupancy	\$4000	\$4000	\$4000
Communications/Outreach	\$11,000	\$11,000	\$11,000
Supplies and Materials	\$500	\$500	\$500
Meetings/community building events	\$1850	\$1850	\$1850
Development	\$300	\$300	\$300
Fundraising	\$0	\$0	\$0
Other Services	\$300	\$300	\$300
Total for contract:	\$37,300	\$37,300	\$37,300
Neighborhood Priorities	\$0	\$	\$
TOTAL:	\$37,300	\$37,300	\$37,300