
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:	Beltrami Neighborhood Council
Address:	PO Box 18297 Minneapolis, MN 55418
Website url:	www.discoverbeltrami.org
Organization email:	office@discoverbeltrami.org
Federal EIN:	41-1728042
Board Contact:	Name: Nick Brogren
Staff Contact:	Not applicable at this time

Who should be the primary contact for this submission? Nick Brogren

Date of Board review and approval: 4-November-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 Beltrami Neighborhood Council (hereafter referred to as 'BNC') is current on all filings to the Minnesota Attorney General, Secretary of State, and IRS 990n. The BNC received CPP funds in 2013.

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 BNC has used our website (www.discoverbeltrami.org), monthly meetings, face-to-face surveys and contact, and newsletters as ways to get input from the residents, business owners, and landlords on their thoughts and suggestions regarding neighborhood priorities. None of these tactics have been particularly effective and, as such, the BNC has begun implementation of a door-to-door survey of the neighborhood in order to get input from all neighborhood inhabitants on their perceived priorities for Beltrami. This survey is asked in a way such that responses can be open-ended; whatever individual members of the community see as points of neighborhood improvement will be recorded.

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) *The BNC has quarterly membership meetings which are used to obtain input from the membership about items on which the board is currently working and to get input on new matters.*
- 2) *A portion of the neighborhood survey asks whether the participant is interested in volunteering within Beltrami and then asks for their contact information. This will give the organization the ability to see who in the community is willing to volunteer for neighborhood projects.*
- 3) *The BNC will give current and future members opportunities to attend relevant training in order to make the board more effective.*

-
- 4) *The BNC will review the current volunteer & committee membership recruitment plan on a bi-annual basis and adjust the plan as necessary. The BNC is also strongly considering hiring a staffer with the next round of CPP funds.*

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.

- 1) *The BNC has made an effort to engage members of the Beltrami Neighborhood face-to-face on a regular basis introducing ourselves to our neighbors and attempting to keep in more regular contact with them.*
- 2) *The BNC will work with other neighborhoods involved in the redevelopment of the former Minneapolis Public School building at 807 Broadway NE as it affects several neighborhoods in the area. In addition we have reached out to bordering neighborhoods with the intention of creating a mutually beneficial partnership on common issues.*
- 3) *The BNC worked with bordering neighborhoods in 2011-2013 with regard to a resolution of the 35W noise wall construction.*
- 4) *The BNC will work with the City of Minneapolis transportation and Public Works departments as construction of the railroad bridge may affect traffic levels in the Beltrami neighborhood. The BNC is also working with our City Council Member and the Public Works Department on a planned traffic circle at the intersection of Fillmore & Spring St. NE. The BNC has also implemented and begun processing grants to local businesses to improve the curb appeal of the neighborhood, for which local businesses seem to be grateful.*
- 5) *The BNC is investigating and beginning to interface with the One Neighborhood Initiative in order to be better aligned with other organizations in the area. Once the BNC has identified and carried out significant & visible improvements in the neighborhood we would like to throw a festival showcasing the progress being made in the community. Doing so will both strengthen inter-community and intracommunity relationships as well as bring positive visibility to the BNC with the intention of increasing community involvement in the BNC.*

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.

-
- 1) *Beltrami is investigating use of translation services in order to ensure that all members of the community can read neighborhood communications. Such services have already been implemented to offer the Neighborhood Survey in Spanish.*
 - 2) *Renters make up approximately 50% of Beltrami and yet are under represented. The BNC is creating a plan to improve engagement amongst this segment of the community. An increased face-to-face presence of the BNC members is already gleaning input from this under represented population of the neighborhood.*
 - 3) *Under-represented stakeholders have not been more involved largely because the BNC has not been very visible to the community in the past. In order to get greater participation from under-represented (and all) stakeholders the BNC must successfully complete high-visibility community prioritized projects such as improvements to Beltrami Park, a potential dog park, the Fillmore-Spring traffic circle, and other initiatives uncovered by the neighborhood survey. Ultimately the BNC is becoming a more visible & effective organization and is garnering greater participation amongst all neighborhood inhabitants.*

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.

In 2012 the BNC completed NRP 2 housing projects. Residents of Beltrami will be notified of future housing programs via US Mail, door knocking, board meetings, and informational workshops. The BNC estimates that 10-20% of it's time will be spent assisting residents with housing programs. The BNC has a renewed Housing Committee that will work with our NRP specialist to determine next steps in moving forward with the next housing program.

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.

As mentioned previously the BNC is strongly considering hiring a staffer. Unused funds from previous funding cycles would be used to carry out projects that will be coordinated by said staffer (once the Neighborhood Prioritization Plan is completed, also assisted by a staffer) while current funding will allows us to pay expenses related to employing a staffer.

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	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Employee Benefits	\$ 0	\$ 0	\$ 0
Professional Services	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Occupancy	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Communications/Outreach	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Supplies and Materials	\$ 500.00	\$ 500.00	\$ 500.00
Meetings/community building events	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Development	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Fundraising	\$ 0	\$ 0	\$ 0
Other Services	\$ 0	\$ 0	\$ 0
Total for contract:	\$ 32,500.00	\$ 32,500.00	\$ 32,500.00
Neighborhood Priorities	\$ 2,940.00	\$ 2,940.00	\$ 2,940.00
TOTAL:	\$35,440.00	\$35,440.00	\$35,440.00

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.).