
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:	Elliot Park Neighborhood, Inc.	
Address:	609 South 10 th Street, Minneapolis, MN 55404	
Website url:	www.elliottpark.org	
Organization email:	lynnregnier@elliottpark.org	
Federal EIN:	41-1281612	
Board Contact:	Name:	Kim Forbes, President
Staff Contact:	Name:	Lynn Regnier
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Who should be the primary contact for this submission? Lynn Regnier

Date of Board review and approval: October 14, 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.

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 is revised regularly (most recently in October 2013) 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 and facebook page, monthly e-newsletters 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. New leadership has emerged from this group which now meets at a local nonprofit community center. We also specifically invite individuals to participate on projects that might hold particular interest for them: i.e. Housing Development Guidelines Task Force—a community coalition representing affordable housing development, homeless services and residents. It is an ongoing effort to recruit new people and help them to become acquainted with the neighborhood and more familiar with the work of EPNI.

In recent years EPNI established the Elliot Park Leadership Group, a consortium of neighborhood nonprofit institutions and organizations, meeting quarterly to stay connected and to work on shared goals and interests. Through this group we strive to encourage 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 and scope of the task force work. The group has also taken a leadership role in developing the Night to Unite event, a community celebration engaging over 1,300 neighborhood participants annually. Additionally, EPNI serves on the board of the East Downtown Council (EDC) working closely with the businesses in both the Downtown East and the Elliot Park neighborhoods, to encourage and promote their role as community leaders. We were instrumental in securing EDC representation on the City Stadium Implementation Committee in order to engage the business community in the decision-making work of this CPED led committee. They will serve on the newly formed City Public Realm committee and tailgating task force as well.

This year, with encouragement from The McKnight Foundation, EPNI applied for a grant to explore the future of EPNI as a neighborhood organization and to develop possible alternative organizational structures and sustainability plans. Research will investigate the advantages and disadvantages of merging EPNI with another organization; transforming EPNI into a Community Development Corporation (CDC) or other type of redevelopment organization; and, researching additional organizational structures that might provide opportunities for EPNI's future growth and sustainability. It is an opportunity to review and rediscover the role of the organization and its value to the community. Grant awards will be announced in November and work on this endeavor would begin in January 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.

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; 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, plus additional committee meetings as scheduled; quarterly with neighborhood nonprofit leaders; monthly serving on the board of Community Shares of Minnesota; regularly connecting with city departments--zoning, transportation-police--related to the work of BLUH and the Livability Task Force; monthly serving on the newly-formed City Public Realm Committee; regularly serving on the Downtown Council 2025 Development Committee and; as well, the upcoming City tailgating task force.

Additionally staff meets with and advises community groups such as Friends of Triangle Park and Catholic Charities Opportunity Center. This last year EPNI successfully facilitated a collaborative effort between North Central University and the Minneapolis Parks & Recreation Board to build a regulation sized soccer field in the neighborhood and to coordinate increased programming opportunities. Also this past year EPNI worked with and served as the fiscal agent for the yet-to-be-organized group—Friends of Franklin Steele Park. With funding from the National Foundation for Affordable Housing Solutions, Inc., the Landon Group, a local company managing NFAHS properties in Elliot Park, hired a consultant to develop and promote activities in the park and to encourage development of a new-nonprofit organization to oversee future long-term support for the park. 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 businesses to the East Downtown Council and successfully recruited 5 new memberships this past year, helping to grow the influence and leadership of the local business community.

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.

Last year our board made an effort to recruit more non-residents on the EPNI board and invited representatives from Augustana Care Center, North Central University (NCU) and Aeon to serve as directors. Their presence expands community institutional leadership and helps to keep us all connected together to diverse populations that are not normally engaged within the community.

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 continue to seek advice and to develop strategies that will help EPNI connect to this neighborhood group.

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 (attached as a supplement to this submission) 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 and we Anticipate that 50-60% of time will be spent on housing development work:

- Our recently completed Housing Development Guidelines (based on the collaborative 2011 CURA project developing the Elliot Park Housing Inventory) will guide our neighborhood partners in future decisions about the types of housing needed and the best locations for that housing.
- The Downtown Council published their 2025 Initiative with an 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 engaged EPNI to serve in an advisory capacity on a Parking Lot Study to determine development barriers in the Downtown East and Elliot Park neighborhoods. This recently completed study now moves into the next stage for the City to employ strategies that can ultimately spur development. EPNI will serve on that advisory committee as well.
- With the development of a new Vikings stadium EPNI has been increasingly involved, first serving on the year-long City Stadium Implementation Committee (CSIC), as well as the Stadium Planning and the Stakeholder Experience Subcommittees, and now preparing to serve on the CPED Public Realm Committee. 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 also contracted with consultant Peter Brown to facilitate the work of the CSIC. That work has just been completed and will help to guide and influence the work of the Public Realm Committee as well as the upcoming City tailgating task force.

- 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.

ESTIMATED BUDGET

CPP Budget	2014	2015	2016
Staff Expenses	\$36,300.67	\$36,300.67	\$36,300.66
Employee Benefits	\$ 2,550.00	\$ 2,550.00	\$ 2,550.00
Professional Services	\$21,300.00	\$21,300.00	\$21,300.00
Occupancy	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
Communications/Outreach	\$ 850.00	\$ 850.00	\$ 850.00
Supplies and Materials	\$ 900.00	\$ 900.00	\$ 900.00
Meetings/community building events	\$ 1,900.00	\$ 1,900.00	\$ 1,900.00
Development	\$ 200.00	\$ 200.00	\$ 200.00
Fundraising	\$	\$	\$
Other Services	\$	\$	\$
Total for contract:	\$68,500.67	\$68,500.67	\$68,500.66
Neighborhood Priorities	\$	\$	\$
TOTAL:	\$68,500.67	\$68,500.67	\$68,500.66

Notes:

- Staff expenses should include payroll, FICA, and withholding, and contract staff.
- Employee benefits should include any health insurance, retirement, or other benefits.

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- 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.).