

**1. NEIGHBORHOOD ORGANIZATION**

**Elliot Park Neighborhood, Inc.**

**2. ORGANIZATIONAL INFORMATION**

Neighborhood Organization Contact: [Vanessa Haight](#)

Organization Address: [609 S 10th St, Suite 170](#)

Organization Address 2:

Organization ZIP: [55404](#)

Organization Email Address: [vanessa@elliotpark.org](mailto:vanessa@elliotpark.org)

Organization Phone Number: [612-335-5846](#)

**3. ORGANIZATION WEBSITE AND SOCIAL MEDIA**

Website: [www.elliotpark.org](http://www.elliotpark.org)

Facebook: [Elliot Park Neighborhood](#)

Twitter:

Other:

**4. DATE OF BOARD APPROVAL**

Once your board has reviewed this draft annual report, please provide the date of the meeting at which the board approved submission of this report to NCR. Note: Meeting minutes may be requested by NCR.

**[03/12/2018](#)**

## Community Participation Program

### WHICH OF THE FOLLOWING OUTREACH ACTIVITIES DID YOUR ORGANIZATION USE IN 2017?

5. **MEETINGS** (please check all that apply)

- ☒ Held regular committee meetings or discussion groups that are open to all stakeholders
- ☒ Held at least one general membership or community meeting (in addition to the annual meeting) to gather input from residents and other stakeholders for a neighborhood specific initiative
- ☒ Hosted at least one general membership or committee meeting in response to a City request for input - such as a development proposal, transit planning or public works project
- ☒ Conducted one or more focus groups

6. **DOOR-TO-DOOR** (please check all that apply)

Door-Knocking (with goal of face-to-face engagement)

- ☒ At least once reaching a portion of neighborhood
- ☐ At least once reaching most or all of the neighborhood
- ☐ For more than one issue/outreach effort
- ☐ On a routine basis
- ☒ Conducted primarily by staff members
- ☐ Conducted primarily by volunteers
- ☐ Carried out primarily to increase membership and participation
- ☒ Carried out primarily to gather input or inform on a specific city or neighborhood issue

7. Approximately how many households did you reach through **DOOR-KNOCKING** in 2017?

8. **FLYERING** (please check all that apply)

Distributing flyers (dropping literature at doors)

- ☒ At least once reaching a portion of neighborhood
- ☐ At least once reaching most or all of the neighborhood
- ☒ Carried out primarily to inform and increase membership and participation
- ☐ Carried out primarily to gather input or inform on a specific city or neighborhood issue

9. Approximately how many households did your organization reach through FLYERING in 2017?

10. **EVENTS** (please check all that apply)

- ☒ Staffed a booth or table at neighborhood event or other community event that included sign-up sheets, surveys or information about your organization
- ☒ Organized one or more issue specific event (such as a safety forum, housing fair, Open Streets, Creative Citymaking, etc.)
- ☒ Organized smaller events for specific outreach to target audiences (e.g., sidewalk tabling to reach renters, lemonade stands, tabling at Farmer's Market, etc.)

11. **COMMUNICATION** (please fill in all that apply)

Print a paper newsletter Monthly e-news  
(If so, at what frequency?)

Number of subscribers to 350  
your email list

Number of followers on 300  
Facebook and Twitter Combined

12. **OTHER** (please check all that apply)

- ☐ Conducted at least one community-wide survey (such as a random sample or all-household survey)
- ☒ Conducted another form of survey (e.g., intercept survey)
- ☒ Developed partnerships with cultural, religious, professional or business associations to expand outreach into under-represented populations

*Other activities* (please describe here):

13. Please provide an estimate of VOLUNTEER HOURS provided to your organization in 2017

1850

**14. How did your organization reach out to under-represented groups in your neighborhood?** (please check all that apply)

- ☒ Worked on an issue of particular interest to an under-represented group within the neighborhood
- ☐ Provided notices of annual and special meetings in multiple languages
- ☒ Provided newsletter articles or web pages in multiple languages
- ☒ Targeted outreach in apartment buildings or blocks to reach renters
- ☒ Targeted tabling at other events or locations (such as farmers markets, cultural events, etc.)
- ☒ Held focus groups or open meeting formats for under-represented communities
- ☒ Met with other agencies in the community that work closely with under-represented constituencies in the neighborhood
- ☐ Included an Americans with Disabilities Act statement on meeting and event notices
- ☒ Reviewed participation activities, and identified new leaders and volunteers for volunteer, committee and board participation
- ☒ Held one-time/pop up events in areas of the neighborhood that don't often have neighborhood meetings

***Other activities*** (please describe here):

Through our monthly e-newsletter and community bulletin boards, EPNI invites community members to participate in focus groups and respond to surveys hosted by organizations and city groups as relevant to neighborhood life.

**15. What more would you like to tell NCR or the community about your Stakeholder Involvement? What are you doing that is new or particularly successful to involve residents and others?**

In the Fall of 2017, EPNI partnered with Neighborhood Development Center to offer entrepreneur training in the Elliot Park neighborhood. EPNI staff recruited participants, provided the space, interviewed applicants, participated in the class, and celebrated graduation with participant and their families.

Hosting the NDC Plan It! class was a great way to connect with entrepreneurs from the neighborhood and from the broader region as well. We offer ourselves as a resource to entrepreneurs as they continue on their journey, especially as they look for office and storefront locations.

# Community Participation Program

## PLEASE DESCRIBE ONE OR TWO MAJOR HIGHLIGHTS

Consider the following when describing each highlight:

- What was the issue or opportunity the neighborhood was facing?
- Who was impacted?
- What steps did you take to address the issue or opportunity?
- What was the outcome?

### 17. **MAJOR HIGHLIGHT #1**

The community has always expressed concern about street garbage, but in 2016 complaints were increasing and we began efforts to establish a neighborhood Green Team. EPNI applied for a grant from the Mississippi Watershed Management Organization and was awarded \$2,800 in 2017 to support the Green Team initiative. The grant funded the purchase of supplies for Green Team volunteers - T-Shirts, grabbers, as well as advertising and materials for the Elliot Park Earth Fest, an event to promote the Green Team and green living. Additional clean-up supplies were provided by the City.

EPNI partnered with Nice Ride and the Preservation Alliance of Minnesota and together we brought in 39 vendors from the public and private sector to showcase environmentally safe practices and lifestyles (i.e. Minneapolis Solid Waste & Recycling, Minnesota Conservation of Bees. Despite cold windy weather, we served over 300 meals, compliments of house of Charity, and welcomed nearly 450 guests to the 3-hour outdoor event.

The event successfully kicked off the start of the neighborhood Green Team as volunteers signed up to adopt blocks and cleaned their way around our community.

294 bags of trash were collected in the first 6 months of the program. Five building/business/institution teams maintained a clean-up presence throughout the year.

### 18. **MAJOR HIGHLIGHT #2**

As the long-time executive director had announced retirement plans for the end of 2017 much of this past year was dedicated to succession planning. Welcoming a new director at the same time that the office was scheduled to move to a new space highlighted the need for streamlining work habits and the reduction of office paper. This in turn morphed into a review of neighborhood and EPNI history and the preservation of important papers.

The 'Paper Reduction Act' actually began in late 2016 with aid from a North Central University student who signed on as an intern at EPNI for the 2016-17 school year and was subsequently hired part-time as EPNI's Community Outreach Coordinator. On several occasions, in previous years, files and memorabilia had been donated to the Hennepin History Center that were, in turn, transferred to the Hennepin County Library History Center. EPNI staff visited the library, toured the facilities and reviewed archival policies. In December 2017 EPNI donated 10 boxes of documents and materials to Hennepin County Special Collections. Throughout the process,

relevant papers were scanned for electronic filing and thousands of papers and materials discarded to the recycling bin. As well, years of electronic files were purged, organized and optimized to reduce paper waste in the future.

In the Spring of 2017 the EPNI Executive Committee began working on succession planning tactic with Amy Arcand of Willow Consulting. Leading up to a Fall interview schedule they updated the strategic work plan and job description; updated policies and bylaws; created action plans; recruited members for a board/community interview panel; and ultimately hired Vanessa Haight as the new Executive Director for the start of 2018.