

1. NEIGHBORHOOD ORGANIZATION

Northeast Park Neighborhood Association

2. ORGANIZATIONAL INFORMATION

Neighborhood Organization Contact: [Katie Kottenbrock](#)

Organization Address:

Organization Address 2:

Organization ZIP: [55413](#)

Organization Email Address: info@northeastpark.org

Organization Phone Number: [701-200-8318](#)

3. ORGANIZATION WEBSITE AND SOCIAL MEDIA

Website: <https://www.northeastpark.org/>

Facebook: <https://www.facebook.com/Northeast-Park-Neighborhood-Association-182654927348/>

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.

03/08/2018

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
(If so, at what frequency?)

Number of subscribers to 103
your email list

Number of followers on 247
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**

400

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):

Sent out neighborhood survey in Spanish with other language services available. Provided the option of interpreter services at outreach meeting.

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?

We completed a robust community engagement process and were able to bring more people to the conversation and engaged new members on the board.

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**

Our neighborhood was informed that we will lose our funding if we do not complete a robust community engagement process.

- We completed a neighborhood survey with 125 responses, which is a 24% response rate (adult pop. of 524 according to MN Compass).
- We hosted a community engagement event in July where members of the neighborhood provided insight into the improvement and programming they would like to see from NEPNA.
- Our January 2018 meeting was designated to completing the strategic planning through conversations with the community.

We are now almost ready to submit our strategic plan and work on improving our neighborhood.

18. **MAJOR HIGHLIGHT #2**

We completed outreach to targetted populations in our neighborhood including Hispanic-Latino/a, individuals with disabilities, renters groups.

- NEPNA sent out a survey to collect the residents' thoughts on the neighborhood and how to improve it. The survey was available in both English and Spanish (in the same survey), which was directly mailed to residents, business owners and property owners. For other languages, we provided a phone line to contact to request translation services.
- ADA accessible services were offered as well. We always meet in accessible venues.
- At the engagement meeting, we had a Spanish interpreter available if needed as this is the largest non-English speaking demographic in our neighborhood.
- We worked to ensure that renters were provided the survey as well as the property owners and updated our mailing list to be as inclusive as possible. The survey also provided questions to include renters. The engagement event provided the opportunity for renters to connect and discuss their issues as well as including ideas about future events that could target the rental community.
- We keep all of our meetings open to children. We also provided activities for children at our engagement meeting.

These services and considerations will be included in our annual neighborhood meeting. We were able to see a higher participation in community response and engagement.