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**2017-2019 COMMUNITY PARTICIPATION PROGRAM**

Application Template

Please use this template as a guide to developing your application 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 application electronically to [ncr@minneapolismn.gov](mailto:ncr@minneapolismn.gov). Please include a copy of your bylaws if they have been revised since your last funding submission.

CONTACT INFORMATION:

Organization Name:	Bottineau Neighborhood Association
Address:	2205 California St NE # 107 Minneapolis, MN 55418
Website url:	<a href="http://www.bottineauneighborhood.org">www.bottineauneighborhood.org</a>
Organization email:	<a href="mailto:bna@bottineauneighborhood.org">bna@bottineauneighborhood.org</a>
Federal EIN:	41-1796000
Board Contact:	Name: Mariam Slayhi President John Olson Vice President
Staff Contact:	Name: Contractor-Nancy Przymus Phone: 612-367-7262 Email: <a href="mailto:bna@bottineauneighborhood.org">bna@bottineauneighborhood.org</a> Address: 2205 California St NE # 107

Who should be the primary contact for this application? Nancy Przymus

Date of Board review and approval: 11-9-16

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FUNDING ACTIVITIES.

Use the following questions as a guide for your application. 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 of the Guidelines.

Bottineau has been funded by the City of Minneapolis since the early 1980s.

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 Bottineau board plans to continue the efforts to beautify Bottineau. Over the past 15 years the organization has conducted an Earth Day celebration cleaning the Mississippi River bank in the neighborhood. That effort expanded to include a neighborhood Clean Sweep and garbage pick-up along the railroad tracks, streets and allies in Bottineau. In the past 2 years the Bottineau board expanded the Earth Day event to include rooting out invasive species (buckthorn and other plants) on the Mississippi shoreline in Bottineau and on Herron Island in the Mississippi. BNA works with the Northeast RiverKeepers on these efforts. The invasive species continue to be replaced with native species. BNA also supports rain gardens, rain barrels and other storm water remediation efforts. These efforts arose from suggestions at community meetings or resident requests made to the neighborhood office. This is how BNA decides what to do in the community. BNA listens, devises a strategy with input from the residents, and then implements the plan with neighborhood volunteers. This effort continues and will expand. Approximately \$3000.00 from roll over funds from CPP III would be used for this NPP plan.

Bottineau heard the neighbors complaining about odors from the GAF Asphalt and Single Plant. Residents reported that the fumes cause burning eyes, stinging nostrils and gagging whenever GAF smelts used asphalt or burns fumes from shingle production. Residents also complained that Northern Metals Recycling is noisy all hours of the night and day, are unwilling to comply with the MPCA permit for noise, lead, and other heavy metal particulates and asbestos. NMR crushes automobiles and recycles other metals. These complaints resulted in a neighborhood CIF (Community Innovation Funds) funding request for air pollution testing in 2015 to 2016. Armed with the results of those tests, and in cooperation with the Marshall Terrace Citizens in Action, BNA commissioned the Cancer and Asthma study of deaths over the past 19 years that are associated with air pollution in the communities around the Lowry Bridge. BNA continues to work with these communities to do the next phase of this study that will reach out to the 4675 households in this area. The next study will determine how likely people are to get sick from air pollution in this area in terms of asthma and cancer. BNA will send letters to

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each household with a health survey and then do follow up with door-to-door reminders. Right now 60 plus volunteers are working on a fundraiser to pay for the next phase of the study.

Finally BNA continues to work on two priority plans put in place in 2013. These are the Crime Solutions Plan and the Park Improvements Plan. BNA engages people affected by crime and park safety issues and makes sure their voices are heard via the police department, block club leaders, Facebook outreach, and individual problem solving avenues.

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.

Bottineau is a small neighborhood but has much diversity. At the last community meeting a Somali leader asked for more homework helpers. (The MPRB sponsors a homework helper site at Bottineau Park.) BNA is currently reaching out to the Somali group to form a committee to do the outreach and recruitment to get more homework helpers at the site. This is how it works, someone has a concern and informs BNA of the problem. BNA devises a plan with community input and implements a solution. This is how BNA involves people and will continue to involve people. BNA fully expects that our door-to-door efforts in 2017 to conduct the Cancer and Asthma health study will generate a bigger and more empowered community around the issue of air pollution reduction.

BNA's volunteer base is built by reacting positively to community concerns and working to get resolution of those concerns in a positive and respectful way. BNA welcomes and trains new board members or committee members. The seasoned board leaders and committee leaders bring the new ones along with helps and phone calls and discussions outside of the formal meetings. Contract staff also assists new leaders so they can get involved. There is no experience like experience. Everyone one makes mistakes and mistakes must be made in order for learning to occur.

BNA's small area plan, that was developed and drafted but never presented to the City Council for passage, continues to inform BNA's overall efforts. The BNA board and community moved to create a housing repair grant program in 2015 to improve the community housing stock and to encourage home ownership. Everyone who gets a home improvement grant is delighted and often becomes involved in the neighborhood group as a way to pay it forward. Also a renter' rights and responsibilities training was held in Bottineau Park in 2016. Further, in 2016 every tier 2 or 3 housing unit was visited by contract staff to assess the property and talk with the renters. A few referrals to Homeline were made but by in large the rental property in Bottineau is in good repair. Landlords are eligible for the housing grant program to improve rental homes. This approach has proved to be a win-win situation. If a landlord is balking at fixing a property BNA has a solution to offer the landlord. BNA's approach is more than just complain and regulate.

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

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neighborhoods and organizations on issues of common interest, (4) build partnerships with private and public entities, and (5) benefit the neighborhood as a whole.

Bottineau organized “Islam in Bottineau” in May 2016. While the event was only attended by 20 people there was follow up. BNA wrote an article summing the Qs & As from the workshop for the Bottineau Gazette and posted the same information on Facebook. Many residents who could not attend got a wonderful education. The event had a very favorable outcome as many more people now better understand Islam and the Muslim neighbors. BNA aims to continue this immigrant outreach via the homework helper program at Bottineau Park.

In another effort in July 2016 we sponsored the bicycle helmets for the “BIKE RODEO” that the MPRB Park Police held for the Somali children to learn safe bicycling practices. (Bicycling is not part of the Somali transportation culture.) It was great fun and improves bicycle safety in the neighborhood. From this event and many others BNA builds trust with the Somali families in the neighborhood. The “BIKE RODEO” also fit BNA’s bicycle safety initiative for all residents. BNA includes all communities in the neighborhood priority plans.

From March through June of 2016 BNA helped the Ecuadorian community with the effort to supply relief to their families so gravely affected by the earthquake in Ecuador last spring. BNA reached out to the Ecuadorian community, via a community meeting sponsored by the City of Minneapolis’ NCR Department. BNA continues to reach out to that community via a northeast Minneapolis Church where most Ecuadorians attend mass. That church is St. Cyril and Methodius. Bottineau has between 10 and 15 families of Ecuadorian descent. Bottineau ends up with many requests for services and concerns that we cannot address because the resident who calls may live in Columbia Heights or another neighborhood in Minneapolis. BNA refers these residents to the appropriate service area.

EEQL is an environmental Facebook community started by Bottineau and Marshall Terrace neighborhood residents in 2014. That group now has volunteers from both sides of the river and in many neighborhoods northeast Minneapolis. BNA continues to work with this group to improve air quality and the health of our communities. Currently meetings with Hawthorne Neighborhood, McKinley Neighborhood and Neighbors Organizing for Change have occurred as BNA reaches across the River to improve air quality and human health around the Lowry Bridge.

5. **Work with City departments and other jurisdictions.** Discuss your efforts to connect with City of Minneapolis departments and other jurisdictions on behalf of your community and in support of your neighborhood priorities. Please also discuss how the NCR Department can help with this work.

Bottineau works closely with NCR neighborhood staff on a variety of issues and concerns. When BNA doesn’t know who to call the neighborhood specialist knows. BNA assist residents who have called 311 and have been connected to City staff but are still overwhelmed with compliance with city rules. For example, a resident may complain about a neighbor’s outdoor burn pit. The resident doesn’t wish to bring down City Hall on their neighbor but they do want to be able to sleep at night without smoke in their house. BNA contract staff prints out the ordinance and goes to the offending party’s home and has a conversation about proper burning and the air pollution work BNA is doing to improve health in the neighborhood. Then an article in the neighborhood Gazette (newsletter) is written the next month so everyone finds out about proper burning rules. This approach takes care of many problems. Often a non-confrontational independent party face- to- face conversation gains cooperation without a struggle or bad

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neighbor relations. This approach doesn't always work but it works more often than not. BNA staff and board members are mediators in this way. If someone needs a variance for a fence they call the neighborhood office and they get help figuring out how to go forward. BNA greases the wheels to get government working for the community. BNA has a good relationship with the MPCA and MN Department of Health, working on air pollution remedies. BNA has positive relationships with city staff that do environmental and housing regulation, business licensing, community planning, health initiatives, public works sidewalks and street improvements, bicycle and pedestrian safety, water billing, water treatment, garbage pick-up, recycling and others.

6. **Involvement of under-engaged stakeholders.** Discuss which stakeholder groups are typically un-engaged or under-engaged in your work, and how you will work to involve those groups. Please also discuss how the NCR Department can help with this work.

BNA's under engaged communities are primarily immigrants and renters. Bottineau's largest immigrant group is Somali and second is Ecuadorian. We have a few other small language groups such as Hmong and Russian speakers. We have Somali residents who help us in that community but we lack Spanish speakers and others who can translate for us when needed. Bottineau is about 45% white, 30% Somali, 10% Spanish speaking, 7% African American, about 4% Asian, 2% Native American and 2% other. BNA will reach out where everyone gathers at such events like the ice cream social held at Bottineau Park each August. BNA will continue do door-to-door outreach for the clean sweep. BNA would like help translating those event flyers into Spanish for that effort. Somali leaders told BNA years ago not to translate flyers into written Somali language as it isn't widely read in this community. Further, Somali neighborhood leaders told BNA Somali residents prefers phone trees for getting information.

Renters comprise about 49% of the housing units in Bottineau Neighborhood. Renters are engaged in block club events and many renters have been living in the neighborhood for more than 10 years in the same unit. There is a long waiting list for most large multiunit rental properties in Bottineau. Small rental units such as duplex or triplex units do not need to be advertised. As soon as a vacancy occurs a friend or relative is waiting to move to Bottineau Neighborhood.

7. **Unused funds.** Discuss how you plan to use unused funds from the previous cycle for community engagement or implementation of neighborhood priorities.

The current request for homework helpers could be fixed with the infusion of left over funds of 12000.00 for stipends for homework helpers. The large immigrant population in Bottineau neighborhood accesses these services. The English speaking population that is needed to volunteer to be Homework Helpers for the immigrant group is increasingly older and less mobile. To solve this problem BNA proposes to coordinate college students who are often renters with a stipend to be Homework Helpers. BNA would have a win-win situation. College students need funds to stay out of debt and immigrant children need help with homework. BNA would coordinate this effort. BNA did a Somali reading program for 6 months with only neighborhood volunteer labor. BNA exhausted the volunteers so that model needs adjustment. The remainder of the roll over funds from CPPIII C-37663 could go for dog feces bag dispensers

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in Bottineau Neighborhood parks. Both Gluek Park and Bottineau Park are areas of high dog traffic. This idea will also access the BNA unused NPP funds from the Park Benches NPP contract C-38547. These two funding sources should be enough to pay for the dispensers. Finally CPP III rollover funds of 1000.00 per year would be used to create better Mississippi River access for the Bottineau Neighborhood. In conjunction with the Northeast RiverKeepers, pontoon rides and chaperoned canoe outings can be coordinated to get residents on the River. Everyone should have a chance to see the Blue Herons up close, see the red fox run along the shore, and experience the thrill of hooking a cat fish on the Mississippi. Currently, there is no public access to the River in Bottineau yet Bottineau was the docking station for the original ferry boats that crossed the Mississippi before there were any bridges.

8. **Policies and other documents.** Applications should include copies of required policies and documents, if changed since your previous application. This should include bylaws, grievance procedures, personnel procedures and policies, EOE or AA plan, ADA plan and policy, and a current board list (Contact your Neighborhood Support Specialist at NCR if you have questions or need samples).

All these by-laws, policies and procedures have been submitted in previous years.

9. **New organizations.** If your organization was not funded in the previous year, a report on the previous year's activities must be included with your application.

10. **Budgets.** Please use this budget template when submitting your Community Participation Plan for approval. Your budget should show how Community Participation Program funds will support the organization's community participation work and an amount set-aside, if any, for implementation of Neighborhood Priority Plans. An annual budget for the organization should also be provided.

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, NPP or NRP contract.

Contact your Neighborhood Support Specialist at NCR for further details.

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ESTIMATED BUDGET

<b>CPP Budget</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Staff Expenses			
Employee Benefits			
Professional Services	\$18,000	\$18,000	\$18,000
Occupancy	\$3300	\$3300	\$3300
General Liability Insurance	\$280	\$280	\$280
Directors and Officers Insurance	\$900	\$900	\$900
Communications/Outreach	\$5000	\$5000	\$5000
Translation, interpretation and ADA support	\$200	\$200	\$200
Supplies and Materials	\$2000	\$2000	\$2000
Meetings/community building events	\$1650	\$1650	\$1650
Development and Volunteer Training	\$950	\$950	\$950
Homeless Outreach	\$350	\$350	\$350
Fundraising	\$2000	\$2000	\$2000
Advertising and Business Outreach	\$1970	\$1970	\$1970
Other Services (please describe):			
<b>Total for contract:</b>	<b>\$36,600</b>	<b>\$36,600</b>	<b>\$36,600</b>

**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.
- Each neighborhood organization is required to acquire General Liability Insurance and provide a certificate of insurance to the City of Minneapolis. Please contact your Neighborhood Support Specialist for details on required coverage and limits.
- NCR organizes bulk purchase of Directors and Officers Liability insurance for most neighborhood organizations. An additional \$900 is allocated to each neighborhood organization to cover the cost.
- Communications/Outreach should include costs of publications, printing, postage, delivery, flyers, etc.
- Translation, interpretation and ADA support should be included as part of the neighborhood organization's budget, and could include the cost of contract services for translation and interpretation, or accommodations required under the ADA.
- 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.

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- Fundraising could include any costs related to fundraising for your organization (hiring of consultants, costs of materials, postage, events, etc.).