

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. Please include a copy of your bylaws if they have been revised since your last funding submission.

CONTACT INFORMATION:

Organization Name:	West Bank Community Coalition (WBCC)
Address:	420 15th Ave S, Minneapolis, MN 55454
Website url:	www.westbankcc.org
Organization email:	mubashir.jeilani@westbankcc.org
Federal EIN:	41-1000683
Board Contact:	Name: Mohamed Jama
Staff Contact:	Name: Mubashir Jeilani Phone: 612-978-1061 Email: mubashir.jeilani@westbankcc.org Address: (see above)

Who should be the primary contact for this application? ____Mubashir Jeilani____

Date of Board review and approval: ____Wednesday, October 26th, 2016____

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.

The West Bank Community Coalition has been operational since 1971 as the official neighborhood organization. The WBCC has been the only Cedar Riverside recipient of the Community Participation Program funds in the past.

2. Community participation efforts.

We believe community engagement is the foundation of a strong and thriving community. With this in mind, we have implemented and continue to strengthen the following three step plan:

A. Engaging the residents, business owners and other neighborhood stakeholders by sharing relevant news and information about events and issues;

B. Educating community members about issues and policies of importance to them; and

C. Ensuring that a diverse group of community stakeholders are actively involved in the process.

This plan has and will continue to enable a diverse group of community stakeholders to be actively involved in the process of defining critical policies and tools for the community's future development. Civic engagement is important to the residents of the Cedar Riverside neighborhood and the WBCC will continue to tap into this energy and put it to work for the community.

In an effort to achieve these goals WBCC will continue to use flyers, mass emails, phone calls and word of mouth to reach out to the community and to disseminate relevant information. We will continue our work with groups and organizations with similar interests furthering current partnerships and developing new ones. We employ the following methods to disseminate information to the neighborhood:

- Community meetings to discuss and engage residents by promoting civic engagement;
- Participation, hosting, and co-sponsorships of public engagement events and festivals that are part of a larger effort to effect community change;
- Through our monthly board meeting where neighborhood stakeholders, including residents, regularly participate;
- Through the e-Democracy and NextDoor online forums & our mass distribution list, which WBCC utilizes whenever we are making public announcements; and,
- Through online and in-person petitions and social media campaigns as well as mouth-to-mouth dissemination and open drop-in hours that scale up and amplify neighborhood concerns to more residents and other stakeholders, ultimately reaching decision-makers more effectively.

Through partnership and collaboration we announce any new updates and developments;

- By regularly attending West Bank Business Association monthly board meetings to discuss neighborhood issues and provide updates;
- Through the monthly committee meetings such as the Safety Committee, Land Use Committee, and Neighborhood Relations Committee;
- By participating in key partner meetings such as the University District Alliance board meeting and Cedar Riverside Partnership meetings; and,
- By using social media and internet forums such as Facebook, NextDoor, and e-Democracy.

3. Building organizational capacity.

As described above, our main points of engagement where we directly involve our members are through our monthly board and three committee meetings, public events, forums, and festivals, online and in-person petition drives, youth social media campaigns, and open office hours for drop-ins. All of these points of engagement for current members are public and serve as points of contact and engagement for members to get involved for the first time. Building our membership and volunteer base through these methods generally centers on specific issues or themes that directly relate to our members' concerns, this translates to genuine and sustained engagement from our membership (for example, for youth that might be creating their own narrative through ProudToBeCedar.com, for families that might be showing up to one of two recent Renter's Rights & Concerns forums). Once our members are engaged through one of our platforms, be it serving on a committee or playing an active role in an initiative, we develop new leadership by asking them to step up and take more responsibility as able - this could be leading a petition drive, chairing a committee, or organizing an event to engage more community members. In order to ensure members are ready for their commitments we will develop the relevant trainings so that they understand their role fully and know how to avoid the common pitfalls that typically lead to community nonprofit burnout and turnover. As a part of this, to make sure that their voice properly informs the work of the organization and keeps them satisfied with their involvement, we will develop better feedback loops such as volunteer experience surveys and one-on-one follow-ups with staff - ensuring our organization is on track through these methods will also make sure we are very inviting for future member engagement.

4. Building neighborhood relationships.

In our active practises of coherent and effective methods of community outreach, the WBCC will inclusively obtain valuable and important input from all of the stakeholders we serve. Our methods of outreach will allow for our stakeholders to help our organization create, design, and execute plans that are empowering and uplifting the community as a whole. We understand that when residents, business owners, and other stakeholders play and active in creating and shaping plans and policies that directly or indirectly affect their lives, we than are able to achieve satisfactory results that meets the community's expectation. With our annual meeting approaching this December, we have an opportunity to express to the community the work the WBCC has been doing and how they could get involved through joining the Board of Directors, sub-committees, or other avenues that the WBCC offers. Also we are able to get feedback from the community on issues or matters that we should address.

We estimate that in our upcoming annual meeting, the members of the community will take on the role of becoming directors with the intentions of helping reach and strive towards our values and mission as an organization.

Currently, our Board of Directors is one of the most diverse board that are apart in the Community Program Partnership. Also to mention, one of the youngest board in the city. Recently, a local newspaper has covered and praised our board for its youthfulness and having young committed people who take the extra step in promoting and uplifting their community.

Specifically engaging different cultural groups, identifying under-represented groups & prioritizing engagement:

LOWKEY is an outreach program at the grassroots level, meeting people where they are comfortable, focusing on underrepresented demographics in our neighborhood - including Latino, Oromo, Women, Korean, Elder, and Youth members of our community.

By creating a series of listening and organizing circles over the course of three years, with staff and volunteers who identify with or speak the language of each group, we will build a stronger neighborhood network where not only we as an organization will learn about common or unique concerns within the neighborhood, but the community will become more self-aware and self-sufficient through its strengthened connections.

We hope that through our identification of the LOWKEY demographics, we will also hear from community members about other underrepresented groups to reach out to, connect with, and organize with.

Division and how we will build unity:

These individual listening & organizing circles will culminate in larger neighborhood events where concerns, ideas, and organizing efforts are shared with the broader community. In pooling our energy and resources together as a neighborhood we will be better equipped to work on quality of life themes such as living conditions, education and employment access, nutrition and other health access - all depending on what the circles identify as their priorities.

We hope that out of these community circles, we also begin to identify various potential divides in the community, better understanding the nuance of each, and once again working to come together in broader neighborhood events to begin the conversation of addressing those divides. These might be cultural, educational, economic, or religious divides, but ultimately will be identified from the circles.

At the larger neighborhood events, one divide that we will seek to address as a community is the divide between the perception of the neighborhood from the outside world and the reality. We will explore narrative-building activities that allow residents to take charge of telling their story, explaining how great Cedar Riverside really is.

LOWKEY is an outreach program at the grassroots level, meeting people where they are comfortable, focusing on underrepresented demographics in our neighborhood - including members of our community who are Latino (i.e. focusing on Sunday soccer days when most people aren't working and are enjoying time at the park), Oromo (i.e. building on the barriers to engagement research findings we

sponsored with the Wilder Foundation), Women (i.e. working with the young women of the Sisterhood Boutique and the mothers who frequent the Brian Coyle Center), Korean (i.e. in collaboration with the Korean Service Center), Elders (i.e. working with the elder's councils and informal meeting groups in the community rooms), and Youth (i.e. working with the Youth Workers Collaborative, Cedar Riverside Youth Council, and community school groups).

5. Work with City departments and other jurisdictions.

We've worked/partnered with members from the city, county, and state level to adequately address and solve issues that affect our community. Some examples on of the WBCC working with governmental departments/jurisdictions are, our open and well-established relationship with the City of Minneapolis Human-Resources department in providing a platform where our constituents with opportunities for employment in the city. Working with the Minneapolis Parks and Recreations on fixing issues that better enhances our parks. Our partnership with the county and other foundations in conducting civic engagement work revolving around health and well-beings. Hosting town-hall forums with elected officials to have an open dialogue regarding issues that are unique to our community. The numerous relations we're able to create with the city, county, and state allows us to reach out anytime to them when matters arise which they have the authority or influence to address

6. Involvement of under-engaged stakeholders.

The WBCC has taken steps into substantially increasing participation from under-engaged stakeholders. Our organization believes to genuinely achieve our mission statement and truly serve all of our constituents is by putting focus on these factions of the community that are disengaged. This allows us to get new insight and perspective on issues or aspects of the community. Recently, we've partnered with the Wilder Foundation in studying and analyzing the Oromo community, their needs and barriers that they face. With these findings, we incorporate solutions to address their obstacles into our neighborhood action plans. We also make sure that literature such as flyers are translated into a number of languages that accurately represents the demographic of all our stakeholder

7. Unused funds. All unused funds will be rolled over to the next year's funding.

8. 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.

ESTIMATED BUDGET

CPP Budget	2017	2018	2019
Staff Expenses	53,096	53,096	53,096
Employee Benefits	-	--	-
Professional Services	6,157	6,157	6,158
Occupancy	4,260	4,260	4,260
General Liability Insurance	510	510	510
Directors and Officers Insurance	\$900	\$900	\$900
Communications/Outreach	6,667	6,667	6,666
Translation, interpretation and ADA support	-	-	-
Supplies and Materials	3,000	3,000	3,000
Meetings/community building events	5,000	5,000	5,000
Development	800	800	800
Fundraising			
Other Services (please describe):	1,000	1,000	1,000
		\$	
Total for contract:	\$81,390	\$81,390	\$81,390
Neighborhood Priorities	\$	\$	\$
		\$	
TOTAL:	\$	\$	\$

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