



**2017-19 COMMUNITY PARTICIPATION PROGRAM  
Application**

**Approved by the East Calhoun Community  
Organization (ECCO) Board  
by electronic vote in September 2016**

**East Calhoun Community Organization**  
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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.**

East Calhoun currently receives CPP funds.

- 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?**

Over the next three years, East Calhoun will:

- Maintain our website ([www.eastcalhoun.org](http://www.eastcalhoun.org))
- Maintain our Facebook page
- Distribute a monthly e-newsletter and time-sensitive e-blasts
- Mail 3-4 postcards per year to every mailing address in East Calhoun
- Hand-deliver fliers announcing community events as needed
- Hold monthly Board meetings, regular committee meetings and an Annual Meeting, all open to the public
- Host community building events, such as:
  - Monthly Happy Hour
  - Earth Day Clean-Up (April)
  - Super Sale and Picnic (June)
  - Labor Day Parade & Celebration (September)

The East Calhoun board and staff will invite residents and stakeholders to explore ideas for our next Neighborhood Priority Plan.

- 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.**

- (1) We welcome community members to our monthly Board and committee meetings; neighborhood events are widely publicized, as are calls for volunteer help. We actively encourage residents to participate.
- (2) We invite residents to sign up for our monthly e-newsletter at every event and in our print communications. We recruit volunteers via standing committees, our print communications and personal appeals.
- (3) New leaders emerge through one-on-one appeals and also through involvement in committees, participation in projects and attendance at events
- (4) The Board will undertake an annual self-review to clarify neighborhood goals and assess effectiveness in achieving them.

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**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.**

East Calhoun works to build a sense of community primarily through annual events such as the Super Sale & Picnic and the Labor Day Parade & Celebration. All of these events are publicized to encourage widespread participation.

We work to build bridges between renters and homeowners by encouraging all residents to be active members on the ECCO Board and its committees.

We continue to partner with other neighborhoods on issues of zoning, development, crime & safety, waste reduction and environmental sustainability.

In addition, East Calhoun partners with entities such as the Minneapolis Park & Recreation Board on projects related to parkland and natural stewardship. ECCO organizes volunteers to spread wood chips on the Loon Lake Trolley Path on a periodic basis.

Residents of East Calhoun regularly volunteer at local events sponsored by outside organizations, such as the North Star Bicycle Festival, the Uptown Art Fair, St. Mary's Greek Festival and the Uptown Community Wine Tasting.

East Calhoun provides representatives to serve on the Midtown Greenway Coalition board, the Greater Uptown Community Partnership, and Community Advisory Committees (CAC) as needed.

ECCO has partnered with Metro Blooms to promote water quality education and on raingarden projects in the neighborhood.

**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.**

We regularly communicate city information via our monthly e-newsletter.

The Ward 10 City Council Member attends our monthly board meetings to share information about city issues.

The ECCO Board and its Livability Committee engage residents around issues such as zoning and ordinance changes, variances, and business licenses (liquor license, outdoor seating), etc. and communicates neighborhood feedback to CPED or appropriate department.

ECCO works with Public Works on traffic issues.

East Calhoun supports affordable housing in Minneapolis by providing a 3-year loan to Nonprofits Assistance Fund.

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We engage with the Park Board extensively regarding Lake Calhoun and parkland within East Calhoun.

ECCO has worked with Minnehaha Creek Watershed District and Mississippi Watershed Management Organization on raingarden projects in the past and may consider additional projects in 2017-19.

NCR can assist if we are experiencing roadblocks with city departments.

**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.**

Renters and condominium owners are less engaged in neighborhood affairs than single-family homeowners. However, we are making progress; one-third of the 2015-16 East Calhoun Board members are renters.

In 2016, the ECCO Board implemented a communication plan that includes mailing 3-4 postcards per year to every East Calhoun residence. This direct communication tool provides an opportunity to reach out to each resident (including those in large apartment buildings) and invites them to participate in the organization in whatever capacity they choose. The postcards invite residents to join our neighborhood email list, join a committee, become a board member, and/or participate in our community building events.

NCR can provide assistance to us in our effort to engage renters and condominium owners by sharing techniques that have been successful in other neighborhoods. A Learning Lab on this topic is scheduled for October 2016.

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

Unused CPP funds from the previous cycle will be carried over for community engagement.

**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).**

**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.

**ESTIMATED BUDGET**

<b>CPP Budget</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Staff Expenses	\$15,600	\$15,600	\$15,600
Employee Benefits			
Professional Services			
Occupancy	400	400	400
General Liability Insurance	500	500	500
Directors and Officers Insurance	900	900	900
Communications/Outreach	3,150	3,150	3,150
Translation, interpretation and ADA support			
Supplies and Materials	450	450	450
Meetings/community building events	1,880	1,880	1,880
Development			
Fundraising			
Other Services: mailbox rental, tax forms	520	520	520
<b>Total for contract:</b>	<b>\$23,400</b>	<b>\$23,400</b>	<b>\$23,400</b>
Neighborhood Priorities	\$2,500	\$2,500	\$2,500
<b>TOTAL:</b>	<b>\$25,900</b>	<b>\$25,900</b>	<b>\$25,900</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.

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- 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.).