

**2017-2019 COMMUNITY PARTICIPATION PROGRAM**  
Submission Template

Please use this template as a guide to developing your submission 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 submission 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:	Lind Bohanon Neighborhood Association	
Address:	PO Box 29525 Minneapolis, MN 55429	
Website url:	<a href="http://www.lindbohanon.org">www.lindbohanon.org</a>	
Organization email:	<a href="mailto:info@lindbohanon.org">info@lindbohanon.org</a>	
Federal EIN:	41-1783031	
Board Contact:	Name:	Ann Moe – Board President
Staff Contact:	Name:	Cody Olson- Neighborhood Coordinator
	Phone:	612-676-1731
	Email:	<a href="mailto:info@lindbohanon.org">info@lindbohanon.org</a>
	Address:	4600 Humboldt Ave N. Minneapolis, MN 55429

Who should be the primary contact for this submission? Cody Olson

Date of Board review and approval: 12/3/16

## FUNDING ACTIVITIES.

Use the following questions as a guide for your submission. 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.A of the Guidelines. **The Lind-Bohanon Association (LBNA) has been awarded CPP funds in the past.**
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? **LBNA will continue to host a several public events each year on a variety of themes in addition to our public monthly board and committee meetings. Events are by far the most successful way to engage with our community. Our biggest event is the Ice Cream Social, which over the past 2 years has an average attendance of about 200 neighbors who enjoy the opportunity to get out and socialize over live jazz music. We also do events around Holiday on 44th, Juneteenth, Toys for Tots, Jenny Lind Elementary, National Night Out, and several others. Our community garden is another way we get people involved in the organization in a unique way. All our activities depend on our now-quarterly paper mailings, postcards, social media, and website. To increase outreach, we plan to partner more fully with the faith community as well as our local businesses to engage residents we typically have not been able to reach. With so many new homes and residents entering the neighborhood, it is also imperative that we establish an immediate connection with new residents through communications and events.**
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. **Now that LBNA has staff and a steady board in place, we are in a position to begin truly building our organizational capacity. Many of our board members sit on other committees and boards throughout the city, which brings new knowledge, ideas, and partnerships to the area. We plan to use our aforementioned outreach activities to recruit 3 new members to keep ourselves at an 11 person full board. We are in the process of developing new leadership: 6 of our 8 board members are in their second year of board service and two of them are now serving in executive positions. We also plan to use our outreach to identify new community-sourced projects to take on for the next three years in addition to ideas from our new board.**

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. We do our best to focus on that in which our neighbors have in common to foster connections and build bonds. Our events have allowed many people to meet their neighbors and build connections. Our block clubs are active and thriving and allow another way for neighbor-to-neighbor contact. Our publications and branding attempt to let people know exactly where their community begins and ends to foster a sense of place and belonging. We also participate in larger Northside events such as the Northside Neighborhoods Council, Holiday on 44th, and Juneteenth. These events, and other collaborations with nearby neighborhoods allow us to expand our reach to the entire northside. The other organizations our board members and staff are a part of serve as additional informal connections we hold. Our board members also represent a diverse range of interests in the neighborhood including the faith and business community. We also plan to use our aforementioned outreach and events to gain even more participation.
5. **Involvement of under-engaged stakeholders.** Organizations should discuss which stakeholder groups are typically un-engaged or under-engaged in their work, and how they will work to involve those groups. Organizations should also discuss how the NCR Department can help with this work. We have an very under-engaged renter population in the neighborhood. Our rental population is consistently growing but is difficult to reach due to frequent movement and often absentee landlords that make constant communication difficult to facilitate. Our best options for reaching these groups are our public events and events in collaboration with Jenny Lind. Many of these renters have children that attend the school, so using the school as a means of getting information and news to these renters is essential. NCR could be helpful in this effort by providing additional intensive training, particularly for staff and boards in how to properly engage with rental populations.
6. **Housing Activities.** Neighborhood organizations should discuss their work on housing and housing related activities. Organizations should estimate the percentage of time to be spent on these issues. We just recently revived our home loan program and now offer home improvement loans, home purchase assistance, and security upgrades. We are also planning on increasing our outreach to new homeowners coming into the area. Finally, we will also be planning on partnering or continuing partnership with other nonprofits that help with filling vacant lots, filling vacant homes, and helping to do repairs so our residents can age in place. These activities are about 30 percent of our scope of work.

7. **Unused funds.** Organizations should discuss how they plan to use unused funds from the previous cycle for community engagement or implementation of neighborhood priorities. **Any unused funds will be used in the manner in which they were applied for. We have had several areas that we have come in under and several in which we have come over budget, and we have corrected our budget for the next 3 years to reflect this.**
8. **Budgets.** Submissions should include a budget showing how Community Participation Program funds will support the organization’s community participation work and an amount set-aside for implementation of Neighborhood Priority Plans. An annual budget for the organization should also be provided.  
Please use this budget template when submitting your Community Participation Plan for approval.  
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 contract or an NRP contract or MoU.  
Contact your Neighborhood Support Specialist at NCR for further details.

**ESTIMATED BUDGET**

<b>CPP Budget</b>	<b>yr2017</b>	<b>yr2018</b>	<b>yr2019</b>
Staff Expenses	\$39,026	\$39,026	\$39,026
Employee Benefits	\$0	\$0	\$0
Professional Services	\$1,710	\$1,710	\$1,710
Occupancy	\$1,710	\$1,710	\$1,710
Communications/Outreach	\$8,550	\$8,550	\$8,550
Supplies/Materials	\$1,140	\$1,140	\$1,140
Meetings/Community Building Events	\$5,778	\$5,777	\$5,777
Development	\$570	\$570	\$570
Fundraising	\$1,140	\$1,140	\$1,140
D+O Insurance	\$900	\$900	\$900
Total for Contact:	\$60,524	\$60,523	\$60,523
Neighborhood Priorities	\$2,280	\$2,280	\$2,280
<b>TOTAL:</b>	<b>\$62,804</b>	<b>\$62,803</b>	<b>\$62,803</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.
- Communications/Outreach should include costs of publications, printing, postage, delivery, flyers, etc.
- 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.).