
2017-2019 COMMUNITY PARTICIPATION PROGRAM

CONTACT INFORMATION:

Organization Name:	Saint Anthony West Neighborhood Organization
Address:	909 Main St. NE, Lower Level, Minneapolis, MN 55413
Website url:	stawno.org
Organization email:	neighbors@stawno.org
Federal EIN:	411755634
Board Contact:	Name: Margaret Egan, chair Phone: (612) 378-8886 Email: neighbors@stawno.org Address: 909 Main St. NE, Lower Level, Minneapolis, MN 55413
Staff Contact:	Name: Gayle Bonneville Phone: (612) 378-8886 Email: neighbors@stawno.org Address: 909 Main St. NE, Lower Level, Minneapolis, MN 55413

Who should be the primary contact for this application? [Margaret Egan or Gayle Bonneville](#)

Date of Board review and approval: [Nov. 10, 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.** 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.

n/a

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?

In 2017-2019 STAWNO anticipates that a key project involving neighborhood involvement will be related to the planning, development and implementation of the new Scherer Bros./Hall's Island regional park in this neighborhood. STAWNO has already advocated for representation on the Minneapolis Park and Recreation Board's Citizen Advisory Committee. As interest in and use of this site grows, STAWNO is committed to engaging its residents via regular board meeting updates and listening sessions, at least one special meeting, and other methods of two-way communication, to provide feedback to our neighborhood representative(s) on the CAC as well as to the park board.

STAWNO will continue its *River Beacon* newsletter 4-6 times per year (distributed to all addresses in the neighborhood via U.S. Mail), interspersed with postcard mailings for updates on such topics as our Dickman Park summer programs for youth and adults, annual meeting, housing programs and other news topics. The e-blast list will continue to be added to, and the web site and social media will continue to be used for announcements and other outreach. Open Forum will continue at board meetings – providing an opportunity for non-board members to weigh in each month on topics of their choosing. This provides non-board members a method to speak up on issues facing the neighborhood even if they are not serving on the board in a voting capacity.

An additional priority for STAWNO will be to engage in the city's recently launched "Minneapolis 2040" comprehensive plan update, to ensure that the vision and discussions related to the 2040 plan mesh with STAWNO's recently completed Small Area Plan. The neighborhood will continue to advocate based on its Small Area Plan, since the document was completed following a year of community engagement.

STAWNO, in conjunction with other northeast Minneapolis neighborhood organizations, will explore continued collaboration related to renters, a key under-engaged/under-represented demographic in the community. We anticipate possible continuation in some format of the Renters Rights and Responsibilities forums sponsored over the past couple of year.

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.

STAWNO would like to plan one community meeting each year aside from regular board/annual meetings. This would give residents, in a more social setting and with less limited time than regular board meetings, a chance to offer feedback on the neighborhood's livability and current projects/topics facing the neighborhood. This community town hall format would give board members and non-board members alike a change to build relationships, encourage volunteering, and get acquainted with the organization's operations.

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.

See No. 2 above. Specifically, STAWNO builds a sense of neighborhood among residents via the summertime programs at Dickman Park. Youth day programs including crafts, park naturalists and recreational opportunities; evening family activities such as music, movies and puppet shows in the park, are key events for STAWNO. We would like to work with NCR-CPP staff to explore how these community engagement events could be approved by NCR-CPP for funding, since they are currently not funded via CPP dollars yet are key community engagement opportunities that also attract a diverse crowd.

If STAWNO continues its role in the Renters Rights forums, this would involve partnerships with the city, other neighborhoods organizations, and other nonprofits working on rental housing issues.

The Scherer Bros./Hall's Island CAC noted above will also build relationships with the park board and other interested parties.

4. **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.

See No. 3 above, which would not only involve relationship with residents but with city, park board, other neighborhoods and other nonprofit groups.

5. **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 renters rights forums – See above. NCR has previously been a part of these forums.

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

STAWNO will use remaining funds for the *River Beacon* newsletter and other mailings, as well as contract staff time and office functions such as phone, internet and related supplies.

7. **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).

Not changed since last filing.

- 8. 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.

n/a

- 9. 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	\$11,000	\$11,000	\$11,000
Employee Benefits	0	0	0
Professional Services	0	0	0
Occupancy	3,660	3,700	3,760
General Liability Insurance	\$800	\$800	\$800
Directors and Officers Insurance	\$900	\$900	\$900
Communications/Outreach	\$11,366.67	\$11,326.67	\$11,326.66
Translation, interpretation and ADA support	\$100	\$100	\$40
Supplies and Materials	\$200	\$200	\$200
Meetings/community building events	\$200	\$200	\$200
Development	\$200	\$200	\$200
Fundraising	\$100	\$100	\$100
Other Services (please describe):			
	\$28,526.67	\$28,526.67	\$28,526.66
Neighborhood Priorities	\$1,000	\$1,000	\$1,000
TOTAL:	\$29,526.67	\$29,526.67	\$29,526.66

Notes:

- Staff expenses should include payroll, FICA, and withholding, and contract staff.

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- 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.).