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Page 2: 2020-21 Community Participation Program Annual Report Organization Information - please confirm

**Q1**

NEIGHBORHOOD ORGANIZATION

West Maka Ska Neighborhood Council

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**Q2**

ORGANIZATIONAL INFORMATION

Neighborhood Organization Contact:

**Michelle Sass**

Organization Email Address:

**info@westmakaska.org**

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**Q3**

Organization Website and Social Media

Website

**<https://www.westmakaska.org/>**

Facebook

**<https://www.facebook.com/WestMakaSka>**

Twitter

**@WestMakaSka**

Other

**n/a**

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**Q4**

Date / Time

**10/12/2021**

DATE OF BOARD APPROVAL Once your board has reviewed this draft annual report, please provide the date of the meeting at which the board approved submission of this report to NCR. Note: Meeting minutes may be requested by NCR.

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Page 3: 202-21 Community Participation Program Annual Report Additional Organization Information

**Q5**

Indicate the POSITION TITLE of each PAID EMPLOYEE OR CONTRACT STAFF (excluding professional services such as accounting, legal, etc.)

Position Title #1	<b>Coordinator</b>
Position Title #2	<b>Accountant</b>

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**Q6**

Please indicate below the AVERAGE HOURS PER WEEK of each paid staff (excluding separate professional services such as accounting, legal, etc.)

#1 Hours/Week	<b>7.0</b>
#2 Hours/Week	<b>0.5</b>

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**Q7**

IF NEEDED, PROVIDE ADDITIONAL INFO BELOW: Note if any positions are seasonal, temporary, etc.

not sure if our accountant was to be listed above, remove if in the incorrect spot.

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Page 4: 2019 Community Participation Program Annual Report Stakeholder Engagement - Outreach & Engagement

**Q8**

MEETINGS (Check all that apply)

**Held regular committee meetings or discussion groups that are open to all stakeholders**

,

**Held at least one general membership or community meeting (in addition to the annual meeting) to gather input from residents and other stakeholders for a neighborhood specific initiative**

,

**Hosted at least one general membership or committee meeting in response to a City request for input - such as a development proposal, transit planning or public works projects**

,

**Conducted one or more focus groups**

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**Q9**

DOOR-TO-DOOR (Check all that apply) Door-Knocking (with goal of face-to-face engagement)

**At least once reaching a portion of neighborhood,**

**Conducted primarily by volunteers,**

**Carried out primarily to gather input or inform on a specific city or neighborhood issue**

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**Q10**

Approximately HOW MANY HOUSEHOLDS DID YOU REACH through door-knocking in 2020-21?(Please provide a cumulative total for both years)

200

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**Q11**

FLYERING - Dropping literature at doors (Check all that apply)

**At least once reaching most or all of the neighborhood,**

**Carried out primarily to inform and increase membership and participation**

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**Carried out primarily to gather input or inform on a specific city or neighborhood issue**

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**Q12**

Approximately HOW MANY HOUSEHOLDS DID YOU REACH through flyering in 2020-21?(Please provide a cumulative total for both years)

1400

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**Q13**

EVENTS (Check all that apply)

**Staffed a booth or table at neighborhood event or other community event that included sign-up sheets, surveys or information about your organization.**

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**Organized one or more issue specific event (such as a safety forum, housing fair, Open Streets, Creative Citymaking, etc).**

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**Q14**

COMMUNICATION (Fill in all that apply)

Print a paper newsletter?(If so, at what frequency?)

**print in 2020 (Each quarter), now moving to e-newsletter**

Number of subscribers to your email list

**280**

Number of followers on your primary social media channel (facebook, twitter, or other)

**415**

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**Q15**

OTHER (Check all that apply)

Conducted at least one community-wide survey (such as a random sample or all-household survey)  
,  
Conducted another form of survey (e.g., intercept survey)  
,  
Developed partnerships with cultural, religious, professional or business associations to expand outreach into under-represented populations

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**Q16**

How did your organization adapt to issues surrounding COVID19 and civil unrest? (Check all that apply)

Staff working from home,  
Online meetings/events,  
Cancelled events/meetings,  
Held events/meetings in person outside with social distancing  
,  
Held events/meetings in person inside with social distancing

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**Q17**

How did you connect with your community about important information? (Check all that apply)

Email blast,  
Flyer,  
Postcards,  
Doorknocking,  
Social media posts/campaigns,  
Special page on website

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**Q18**

What issues affected your community? (Check all that apply)

Businesses damaged/destroyed,  
Encampments,  
Increased crime,  
COVID-19 outbreak in your community

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**Q19**

Did your organization create initiatives and projects or share information from/with other organizations that were developed in response to: (Check all that apply)

COVID-19,  
Civil unrest,  
Encampments for those experiencing homelessness,  
Supporting local businesses

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**Q20**

PLEASE SHARE ONE STORY ABOUT A PROJECT OR INITIATIVE YOUR ORGANIZATION CREATED OR SUPPORTED IN RESPONSE TO THE VARIOUS CRISES OF 2020-21:

we worked with the city to provide funds for face masks, we did a face mask campaign and used an agency to promote social media information on importance of social distancing, we donated money to nonprofits during the civil unrest.

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**Q21**

Please provide an ESTIMATE OF VOLUNTEER HOURS PROVIDED to your organization in 2020-21. (see Volunteer Hour Tracking Guide for suggested ways to calculate this. Please provide a cumulative total for both years)

1000

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**Q22**

HOW DID YOUR ORGANIZATION REACH OUT TO UNDER-REPRESENTED GROUPS IN YOUR NEIGHBORHOOD? (Check all that apply)

**Worked on an issue of particular interest to an under-represented group within the neighborhood**

,

**Targeted outreach in apartment buildings or blocks to reach renters**

,

**Reviewed participation activities, and identified new leaders and volunteers for volunteer, committee and board participation**

,

**Held one-time/pop up events in areas of the neighborhood that don't often have neighborhood meetings**

,

**Met with other agencies in the community that work closely with under-represented constituencies in the neighborhood**

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**Q23**

What more would you like to tell NCR or the community ABOUT YOUR STAKEHOLDER INVOLVEMENT? What are you doing that is NEW OR PARTICULARLY SUCCESSFUL TO REACH RESIDENTS and others?

we are actively working with the Jordan neighborhood to collaborate on ways to bring our community together, we are hosting neighborhood cleanup days, looking to make a mural, continuously working to work on equitable engagement in our community

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## Q24

### MAJOR HIGHLIGHT

1. COVID19
  2. Everyone
  3. We sent out an RFP and chose an agency to help us with a face mask campaign and provide COVID19 resources, we worked with the city to provide hand sanitizer and face masks
  3. outcome included free to resident masks and hand sanitizer that was handed out to residents, a flyer regarding mask wearing went out to our residents in the West Maka Ska neighborhood, CDC resources and education was provided on our website and we tracked the outreach that we were able to provide by analyzing the data and promoting wearing a mask on our social media platforms.
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## Q25

Respondent skipped this question

We'd love to share your highlights with others. If possible, upload a digital photo, video, or illustration with the link below, or send any of these files to [ncr@minneapolismn.gov](mailto:ncr@minneapolismn.gov) with the Subject Line: 2020-21 CPP Annual Report Images. If you have a large digital file with multiple images, please make arrangements to mail or deliver a copy directly to your NCR Neighborhood Specialist.

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