
Page 2: Organization Information

Q1

Neighborhood Organization Information

Main Contact Name	Deborah Brister
Organization Name	Audubon Neighborhood Association
Organization Address:	1600 18th Ave NE #18743
City	Minneapolis
State	MN
Organization ZIP:	55418
Organization Email Address:	mail@audubonneighborhood.org
Organization Phone Number:	6127435943

Q2

WEBSITE AND SOCIAL MEDIA

Website	audubonneighborhood.org
Facebook	https://www.facebook.com/AudubonNeighborhood/
Other	https://www.facebook.com/audubonfarmersmarket/

Q3

When and where do you hold your monthly board meetings?

Last Monday of the Month at the Audubon Park Recreation Center

Q4

Date of Board approval

After your board reviews this **03/25/2024** draft annual report, please provide the approval date or the anticipated approval date if not yet approved. Meeting minutes may be requested by NCR.

Page 3: Updated Documents

Q5

Upload your Certificate of Insurance for liability insurance

2024%20COI%20CPED%20Liability%20ACFrOgAuMli9I7yKx1zuTluK-dVSy-wbr2gdCuvyNIEwosum_CnZO6gsHBmpDiPzY_78PqR-8Nj5OmVsUtbMFe-VIPFaF0d6Tb3r5sl6alxhVH4fJpnHqeleyXl4XScd7-6tLDNYK4dJar8_J-hq.pdf (114.2KB)

Q6

Upload your Certificate of Insurance for Directors and Officers Insurance

Directors%20%26%20Officers%2023-24%20USLI%20(1)%2024.pdf (1.1MB)

Q7

Upload an update board list

Audubon%20Neighborhood%20Info%20Form%202024.docx.pdf (40.4KB)

Q8

Respondent skipped this question

Upload your overall organizational budget

Page 4: Staffing

Q9

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

Position Title #1	Executive Director
Position Title #2	Program Coordinator
Position Title #3	Bookkeeper

Q10

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

#1 Hours/Week	40.0
#2 Hours/Week	5.0
#3 Hours/Week	5.0

Q11

Please share the name of your accountant or bookkeeping service provider.

Quickbooks Bookkeeping Service

Q12

Respondent skipped this question

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

Page 5: Stakeholder Engagement - Outreach & Engagement

Q13

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**
-

Q14

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

- At least once reaching a portion of neighborhood,**
 - For more than one issue/outreach effort,**
 - Conducted primarily by volunteers**
-

Q15

Approximately HOW MANY HOUSEHOLDS DID YOU REACH through door-knocking last year?

300

Q16

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

At least once reaching a portion of the neighborhood

Q17

Approximately HOW MANY HOUSEHOLDS DID YOU REACH through flyering last year?

1000

Q18

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.

,

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

,

Organized smaller events for specific outreach to target audiences (e.g., sidewalk tabling to reach renters, lemonade stands, tabling at Farmer's Market, etc.)

Q19

COMMUNICATION (Fill in all that apply)

Email newsletter (share frequency and subscriber total)

weekly in summer; 900

Primary social media [facebook, twitter, or other] (share posting frequency and subscriber count)

facebook, 2500

Q20

OTHER (Check all that apply)

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

Q21

Please provide an ESTIMATE OF VOLUNTEER HOURS PROVIDED to your organization last year. (see Volunteer Hour Tracking Guide for suggested ways to calculate this.)

438

Q22

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

Worked on an issue of particular interest to an underrepresented group within the neighborhood

,

Provided notices of annual and special meetings in multiple languages

,

Provided newsletter articles or web pages in multiple languages

,

Targeted outreach in apartment buildings or blocks to reach renters

,

Targeted tabling at other events or locations (such as farmers markets, cultural events, etc.)

,

Included an Americans with Disabilities Act statement on meeting and event notices

,

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

Q23

WHAT CITY SERVICES AND SUPPORTS DID YOUR ORGANIZATION USE? (Check all that apply)

Did your staff or board members attend any monthly Citywide Neighborhood Meeting?

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Did your staff or board participate in any trainings with the City of Minneapolis (board trainings, learning labs, workshops, conference)

,

Did your organization utilize the provided legal services from MissionGuardian.com?

,

Any additional details about your answers please share below::

We were interested in having Mission Guardian do a training on respectful communication at our Board Retreat only to be quoted \$6,570.00 which was unbelievable!!

Q24

Respondent skipped this question

Referencing the QUANTITATIVE GOALS section of your EQUITABLE ENGAGEMENT PLAN, share your progress on the goals, sharing both success and lessons learned.

Q25

Respondent skipped this question

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?

Q26

Respondent skipped this question

Share a timeline of proposed events and activities for 2024(Format by quarter or month as you prefer. Example: "Jan-March: -Plan spring outreach event)

Q27

Respondent skipped this question

Share your 2024 Equitable Engagement Qualitative goals(Make your goals SMART: Specific, Measurable, Achievable, Relevant, and Time-Bound)

Page 7: Neighborhood Day 2024

Q28

Other Event

On May 11, 2024, we are hosting...

Q29

Date, time, and location of your Event(Ex. May 11 from 9am to 7pm at Community Rec Center, 1234 Broadway Ave, continuing through May 21)

May 4, 2024 Audubon Spring Festival

Q30

Webpage for your event (Board elections, annual meeting, or other event)

audubonneighborhood.org

Q31

Date / Time

10/07/2024

Date of your Annual MeetingIf you aren't hosting your board elections on Neighborhood Election Day, please share the exact or approximate date of your upcoming annual meeting.

Q32

Respondent skipped this question

Upload an Event imageWe will use this on the citywide map of Neighborhood Day to promote your event information. (See the 2023 map example)

Page 8: Program Highlights

Q33

Housing

What category best describes the highlight you'd like to share?

Q34

Write 2-3 paragraphs describing a highlight from 2023 related to the topic above.

Renters Rights Multi-Neighborhood Informational Event.

Q35

Attach a photo related to the highlight you shared in the story above.

Renter%20Forum%202023%20(2).png (583.1KB)

Q36

Other (please specify):

What category best describes the second highlight you'd like to share? (Optional)

Northeast Market Garden

Q37

Write 2-3 paragraphs describing a second highlight from 2023 related to the topic above. (Optional)

Converted 1/2 acre fenced vacant lot into highly productive lot for growing food for donation and for sale. Six emerging farmers now learning commercial scale farming and marketing techniques.

Q38

Respondent skipped this question

Attach a photo related to the highlight you shared in the story above.
