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Page 2: Organization Information

**Q1**

Neighborhood Organization Information

Main Contact Name	<b>Haley Foydel</b>
Organization Name	<b>Hale Page Diamond Lake Community Association</b>
Organization Address:	<b>5144 13th Ave South</b>
City	<b>Minneapolis</b>
State	<b>MN</b>
Organization ZIP:	<b>55417</b>
Organization Email Address:	<b>office@hpdl.org</b>
Organization Phone Number:	<b>6123259003</b>

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**Q2**

WEBSITE AND SOCIAL MEDIA

Website	<b>hpdl.org</b>
Facebook	<b><a href="https://www.facebook.com/hpdlmpls">https://www.facebook.com/hpdlmpls</a></b>
Other	<b>instagram @hpdl_neighborhood</b>

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**Q3**

When and where do you hold your monthly board meetings?

Monthly board meetings are hybrid and held on Zoom as well as at our office in New Creations Church.

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**Q4**

Date of Board approval

After your board reviews this **02/27/2024** draft annual report, please provide the approval date or the anticipated approval date if not yet approved. Meeting minutes may be requested by NCR.

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Page 3: Updated Documents

**Q5**

Upload your Certificate of Insurance for liability insurance

**Insurance%20Policy.pdf (2.1MB)**

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**Q6**

Upload your Certificate of Insurance for Directors and Officers Insurance

**Directors%20%20officers%2024-25%20USLI.pdf (2.3MB)**

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**Q7**

Upload an update board list

**HPDL%20BoD%202024.pdf (56.4KB)**

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**Q8**

Upload your overall organizational budget

**HPDL%20Budget%20B-2.pdf (155.4KB)**

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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**

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**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 **10.0**

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**Q11**

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

Andy Johnson, CPA

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**Q12**

**Respondent skipped this question**

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

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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**

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**Q14**

**None of the above**

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

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**Q15**

**Respondent skipped this question**

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

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**Q16**

**None of the above**

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

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**Q17**

**Respondent skipped this question**

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

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**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.**

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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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**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)

Print newsletter (share frequency and distribution size)

**3x a year to all households**

Email newsletter (share frequency and subscriber total)

**1x a week to 500 subscribers**

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

**2x a week to 500 followers**

**Q20**

OTHER (Check all that apply)

**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.)

150

**Q22**

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

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

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**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?

Did your organization have City staff attend any of your board or community meetings to present and engage residents?

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Page 6: Equitable Engagement and 2024 Timeline & Goals

**Q24**

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

Goal 1: To obtain contact information for 25% of tenants in the neighborhood through meeting with them at pop-ups and community events, and through mailings and social campaigns.

These two forms of outreach did not produce meaningful engagement or a sizeable number of contacts (especially for emails/social media follows). Limited staff capacity means that flyering/doorknocking was not able to be prioritized. In early 2024, rental company information and landlord information was shared with HPDL as a way to try to more directly distribute information to residents.

Goal 2: Maintain board 20% representation of people of color.

We currently have have 18% representation but our goal is to increase that representation through direct outreach in 2024.

Goal 3: Have a tabling presence at least 1 of our community events.

- We tabled at the farmers market event and neighborhood food shelf. We also sponsored candidate forums as well as translation services for those forums to make them accessible to as many attendees as possible.

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**Q25**

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?

In 2023 we incorporated bingo and activities into our annual meeting which increased attendance, the duration of time that people spent at the meeting, and ability for attendees to socialize with neighbors. Offering activities/ways to connect during these meetings was met with a lot of excitement and we intend to incorporate this into more community meetings in the future.

This spring we are also undergoing Strategic Planning to establish short- and long-term goals for the organization over the next 2-3 years.

## Q26

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)

Jan-March

Plan and execute Frost Fest (FEB), Earth Day (April), and Garage Sale (May)

April

Earth Day

Send out first print newsletter

Board recruitment and elections

May

Garage Sale

April-June

- plan and execute Picnic in the Park (July)

- Regular presence at Nokomis farmers market

July

Picnic in the Park

August-December

Annual Meeting

Send out second print newsletter

Regular presence at New Creations Ministry food shelf

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## Q27

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

Have representation from renters at current events and voice issues in the neighborhood.

Continuing presence at diverse community events so all feel welcome at events in the neighborhood.

Build and grow relationships with local businesses and community organizations to increase engagement from neighbors.

Acquire at least 2 new sponsors for Picnic in the Park.

Grow email list and social media following by 10% to increase engagement.

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Page 7: Neighborhood Day 2024

## Q28

### Board Elections

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

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**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)

Pearl Park, May 11, 6:30-8pm

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**Q30**

Respondent skipped this question

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

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**Q31**

Date / Time

**11/11/2024**

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.

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**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)

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Page 8: Program Highlights

**Q33**

**Equitable Engagement**

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

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**Q34**

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

In 2023 HPDL was heavily involved in supporting the Nokomis Farmers Market and participated in tabling and promotion for the duration of the season. The Farmers Market focuses on making fresh food accessible to all and accepts EBT, SNAP, etc. We provided a financial grant to the market as well as volunteer support. In 2024 we plan to match this support.

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**Q35**

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

market4.jpg (3.5MB)

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**Q36**

Respondent skipped this question

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

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**Q37**

**Respondent skipped this question**

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

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**Q38**

**Respondent skipped this question**

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

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