
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. Please include a copy of your bylaws.

CONTACT INFORMATION:

Organization Name:	Lind Bohanon Neighborhood Association
Address:	PO Box 29525, Mpls, MN 55429
Website url:	www.lindbohanon.org
Organization email:	lindbohanonna@aol.com
Federal EIN:	41-1783031
Board Contact:	Name: David Barnett
Staff Contact:	Name: Amy Luesebrink

Who should be the primary contact for this submission? ___Mr. Barnett_____

Date of Board review and approval: June 15, 2012

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.

LBNA received funds previously.

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?

Identifying and Acting on Neighborhood Priorities: *LBNA took an entire year to plan and survey the neighborhood. It created its Neighborhood Phase II Action Plan from input and data collected in the fall of 2010. Every year we hold a retreat to assess and evaluate LBNA's progress toward accomplishing those objectives and strategies and identify priorities for LBNA for the year ahead. And we continue to monitor the neighborhood priorities to ensure that the priorities have not changed.*

Our outreach activities include utilizing our media outlets and neighborhood community events to do outreach. We collect data at our community events, polling residents via our website, newsletter and social media outlets that help influence our decisions. We ask for resident input at our neighborhood community meetings. We continue to ask residents what they would like to see in their neighborhood, ie: bench, toddler bucket swing, park improvements such as Bohanon Park Warming house improvements, bench at railroad crossing etc, and work to see they get implemented.

Increasing Involvement: *Our board capacity has grown by having a new volunteer take on the role of volunteer coordinator. We're currently looking to hire a Crime and Safety Coordinator to help us increase the number of block club leaders. We have increased our volunteers and committees in the past year to include Business, Housing, Crime and Safety, Social Environment, Walking Group, Lind Community Garden, River committee, Underrepresented groups, Finance, and Events. We've held informational community-wide crime prevention workshops. We invited 150 people from the community to annually acknowledge and celebrate our active and committed volunteers.*

Increased venues to help inform residents: *LBNA has added several new tools that we will continue to utilize to help inform residents. We have added a new youtube video channel to our website; added a dedicated facebook page for LBNA; we've held 12 monthly neighborhood meetings and numerous committee meetings; we've attended outside partner meetings such as the Shingle Creek Commons Resident Council and Kingsley Commons Residents Council, improved our monthly neighborhood newsletter to a more exciting and informative format.*

Influencing City Decisions and Priorities: *We participated in the premiere City Neighborhood and Community Relations City-wide Neighborhood Conference. We continue to express*

neighborhood priorities and concerns to city officials and departments by participating in NCR department surveys, contributing comment and suggestion letters, and contributing neighborhood input whenever possible.

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?

- 1) provide opportunities for the direct involvement of members,

LBNA provides multiple opportunities for direct involvement of its members through its many hosted community-wide events like: Camden Winterfest and Chili Cook-off(300 participants), National Night Out Picnic in the Park(300 participants), Riverfest and Heritage Day(250participants), Toys for Tots distribution(150 families/300 children), Lind Community Garden (45 participants/7 zipcodes), other events like: Volunteer recognition night, Community Garage Sale Fundraiser, Holiday Lights Tour, Holiday on 44th Gingerbread House art making(1,000 participants). We have multiple committees listed above that offer opportunities for direct involvement of members.

- (2) build your membership and volunteer base,

LBNA builds our membership by offering opportunities like those listed above for members to participate. We have increased our volunteer base to 150 members, with 10 strategic partners. We highly value volunteer contributions and our strategic partners.

- (3) encourage and develop new leadership, and

Our current committee structure allows for many residents to participate with LBNA's work and encourages leadership and communication among residents. We offer multiple resources such as MN Attorney General, MN Council on Nonprofits, University of MN, City of Mpls NCR Dept and NRP resource materials for the developing new leaders to increase their individual knowledge base. Each new board member has a one on one session with the board chair and staff to assess their current experience, share the organizations history, direction, mission, as well as an annual training and planning retreat in October after the annual elections in September.

- (4) expand the organization's capacity through self-assessment and other activities.

LBNA has been expanding its capacity through self-assessment by applying for the Charities Review Council's Accountability Standards in 2011-2012 (approval is pending). We have taken grant writing workshops to build the skills of board members. We have expanded our current capacity by identifying multiple new committees and volunteers to help us accomplish our work.

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.

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- (1) build a sense of a whole neighborhood among residents,

LBNA hosts several diverse community-wide events, Camden Winterfest and Chili Cook-off, Riverfest and Heritage Day, Toys for Tots, Holiday on 44th Gingerbread making art, to help create a sense of whole neighborhood. All of our committees help to attract a diverse level of experience, culture, and energy to help us with our ongoing work of building community.

- (2) build bridges among neighbors and diverse communities within the neighborhood,

LBNA has built bridges among neighbors and our diverse communities by focusing on the unrepresented groups in our neighborhood. By focusing on the disabled in our community we have increased our volunteer base to 150, increased our board capacity by three, increased our strategic partners, leverage funds and build relationships with community members.

- (3) work with other neighborhoods and organizations on issues of common interest,

LBNA works with other neighborhoods and organizations on issues of common interest. We partner with the MS Society, Common Bond, Camden Care Center on joint efforts when working with disabled. We partner with the Camden Community News, Pohlad foundation, NorthWay Community Trust, TCF and Wells Fargo Banks, Center for Energy and Environment, NEON, Hillcrest Development, PPL, Twin Cities Habitat for Humanity on community outreach and development efforts. We partner with Three Rivers Parks District, Minneapolis Park and Recreation Board/Creekview Park, Minneapolis Riverfront Partnership, and Jenny Lind School in our local area on efforts to promote the riverfront, better signage on the interstate and for development along the Lyndale Ave N corridor. We partner with City of Minneapolis, county, and state on bridge, library, railroad crossing improvements and park improvements. We partner with Camden organizations like, Camden Promise FoodShelf, Gethsemane and Hope Lutheran Churches, Girl Scouts, Boy Scouts, Owens Corning, Cleveland, Victory, Shingle Creek, McKinley, Hawthorne, Harrison, SouthEast Como, Longfellow, Windom Park and many others on common interests.

- (4) build partnerships with private and public entities, and

LBNA has been working to increase its private and public partnerships. We have a volunteer base of 150 residents. We are working to promote new local businesses like the Camden Tavern and Grill, the Northside Steakhouse, Color Me Chili, and many more. We look to promote our relationship with community businesses by working with the North West Minneapolis Business Association, business members such as Impact Mailing, Hirschfield Paint Mfg, Republic Services, Mereen Johnson, Camden Dairy Queen, Camden McDonalds, and many others to help leverage our funds, continue to forge ongoing relationships that offer local businesses the opportunity to bring benefits to our organizations efforts and the whole neighborhood.

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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.

Of the stakeholder groups in our community: residents, churches, businesses, public agencies, schools, local and regional parks, the un-engaged and under-engaged stakeholders we want to focus on in the coming year are the businesses and regional parks.

We will look to more fully engage the regional park as a strategic partner in implementing neighborhood priorities. Using a focus group process, we will continue to involve and collect valuable input for reaching out to other under-engaged stakeholders.

We are starting to outreach to new businesses who establish themselves. We will strengthen the current relationships with the business community by sharing information about revitalizing the Lyndale corridor and continue to advocate for the adoption of the Lyndale revitalization small area plan. We look forward to the NCR's help in accomplishing this critical first step.

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.

The Lind Bohanon neighborhood caught the foreclosure wave with nearly 15% of its housing stock in foreclosure or vacant in 2009. We have seen a noticeable rise in livability crimes that have caused many residents to simply walk away from their homes. Initially, 52.5% of our LBNA funds were dedicated to our local housing stock and we saw dramatic participation and leverage. Having strong housing stock continues to be a priority for our neighborhood.

We continue to partner with the City and county on completing the redevelopment of the Humboldt Greenway, a multimillion dollar quad townhome and single family housing development that fell into default during the collapse of the housing bubble.

At least forty to fifty percent of our neighborhoods efforts will be spent addressing housing activities by refocusing our home improvement loan programs to offer a broader range of offerings, establishing programs that accomplish the neighborhood priorities and work toward protecting the tax base for the continued benefit of the city and this community.

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.

LBNA has utilized its CPP funding to accomplish its neighborhood priorities.

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.

Staff Expenses	\$ 54,000
Employee Benefits	\$
Professional Services	\$ 3,600
Occupancy	\$ 1,020
Communications/Outreach	\$ 20,621
Supplies and Materials	\$ 3,600
Festivals and events	\$ 10,000
Development	\$ 2,000
Fundraising	\$
Other Services	\$
Neighborhood Priorities	\$ 7,565
TOTAL:	

Notes:

- Staff expenses should include payroll, FICA, and withholding, or 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.
- Festivals and events can include any costs related to community events and festivals. Food is not an eligible expense.
- 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).
- Neighborhood Priorities: at this point you do not need to know what the priorities are. Just indicate what the organization would like to set aside at this time for future priorities.

Appendix A: LBNA Bylaws

The Lind-Bohanon Neighborhood Association

By-laws 9-24-96

ARTICLE I. ORGANIZATION NAME

The name of this Association is the Lind-Bohanon Neighborhood Association, hereinafter referred to as LBNA.

ARTICLE II. GEOGRAPHIC DESCRIPTION

The geographical area served by the LBNA, for the purposes of the bylaws, is defined as follows: Bounded on the west by Humboldt Avenue North; on the north by 53rd Avenue North; on the east by the Mississippi River from 53rd Avenue North to 49th Avenue North, then west to Lyndale Avenue North, then south to the CP railroad tracks, then west to 45th Avenue North, then southwest to the junction of Webber Parkway and Victory Memorial Drive, then west to Humboldt Avenue North. This area is located within the city of Minneapolis, Minnesota.

ARTICLE III. MISSION

The mission of the LBNA is to improve and enhance our neighborhood in the areas of housing, business, safety and community involvement. The LBNA is educational and advisory in nature.

The vision of the LBNA is to have a neighborhood that has housing that appeals to home buyers and a diverse population; to have a business community that produces decent jobs and fits the needs of its residents; to educate and inspire our community and encourage involvement from its residents and businesses to ensure a safe and clean neighborhood of which we can be proud.

ARTICLE IV. MEMBERSHIP

Any person of legal age (18 years or older) is eligible for membership in the LBNA:

A. **Membership Requirements:** Any person or persons who resides in or owns residential property in the area known as the Lind-Bohanon Neighborhood as defined in Article II of these bylaws; or owns, operates or facilitates a business or organization located in said area, is eligible for membership in the Association

B. **Voting Privileges:** Any person, or persons, in attendance at a regular or special membership meeting who meets the membership requirements enumerated in this article is allowed to vote. Each business is allotted one vote.

A person is considered a member upon notification to the Board of Directors or by attending any official meeting of the LBNA. No person will be denied membership in the LBNA because of consideration of race, religious belief, color, gender, sexual preference, national origin, economic status or disability.

Membership is not transferable or assignable.

ARTICLE VI. GENERAL MEMBERSHIP MEETINGS

A. General membership meetings are held at least four (4) times a calendar year, and members will be notified of the date, time, meeting place, and agenda. The Annual Meeting of the LBNA is held in September, at which time the Board of Directors are elected.

B. All meetings are conducted according to Robert's Rules of Order, latest revision, when not in conflict with these bylaws.

C. All general membership meetings are open to the public.

D. Special meetings of the general membership may be called by majority of the Board of Directors.

E. A quorum of eleven (11) members is required to conduct business.

F. Passage of a motion or resolution requires the vote of a majority of the members present at the meeting unless otherwise required by law. Dissolution of the LBNA requires a two-thirds (2/3) vote of the members present. All members are entitled to vote; no member may vote by proxy or cumulatively.

ARTICLE VII. BOARD OF DIRECTORS

A. The Board of Directors shall consist of the four (4) Executive Officers as defined in Article VII, and a minimum of seven (7) and a maximum of eleven (11) Directors at Large who are elected at the Annual Meeting, except in the year 1996. Only in the year 1996 the Directors at Large will be elected at the general membership meeting in October 1996. Beginning in 1997, the Directors at Large will be elected at the Annual Meeting.

B. The term of a member of the Board of Directors is for one year ending at the next annual meeting. Members of the Board of Directors may be re-elected.

C. Vacancies occurring between Annual Meetings will be filled by LBNA members who are selected by the Board of Directors.

D. The Board of Directors is allowed to have only one member who owns, operates or facilitates a business or organization or owns property in the Lind-Bohanon neighborhood, as described in Article II, but does not live in the Lind-Bohanon neighborhood.

E. Regular Board of Director meetings are held monthly, beginning with November 1996. Board members are notified of the time, date and meeting place.

F. Special Board of Director meetings may be called by the Chairperson or by consent of twenty-five percent (25%) of the Board of Directors then in office. Notice of special meetings will be given at least twenty-four (24) hours in advance of the meeting either by mail, telephone or personal contact.

G. All Board of Directors meetings are open to the public.

H. The Board of Directors is authorized take action by the affirmative vote of a majority of directors present who have voting rights and who are entitled to vote at a duly held meeting, except where otherwise noted in these bylaws.

I. A quorum of one third of the Board of Directors plus one is needed to conduct business.

The Lind-Bohanon Neighborhood Association

By-laws 9-24-96

J. Three (3) consecutive unexcused absences from duly called Board of Directors meetings is cause for removal from the Board by a majority vote of the Board. Any Director may be removed from the Board, with or without cause, by a two-thirds (2/3) vote of the entire Board at a regular meeting, or at a special meeting of the Board called for that purpose, but with due notification of such action, and the right to be heard thereon.

ARTICLE VII. EXECUTIVE OFFICERS

A. The Executive Officers of the LBNA consists of the chair, vice-chair, secretary and treasurer.

B. Executive Officers are elected for a one-year term by the LBNA members at the Annual Meeting. An Executive Officer may be re-elected.

C. Executive Officer Duties: Chairperson: The chairperson has the authority of general management of the business of the LBNA. The chairperson presides at or delegates the authority to preside at all meetings of the Executive Officers, the Board of Directors, and the general meetings. The chairperson is the chief executive officer of the LBNA and is responsible to see that all orders and resolutions of the Board of Directors and the LBNA members are carried into effect. The chairperson is a member ex officio of all committees.

The chairperson is considered "President" of the LBNA for the sole purpose of carrying out the duties of signatory agent, and is authorized to execute documents in behalf of the LBNA under that title. The chairperson performs all duties usually incident to that office and such other duties as the Board of Directors may decide.

Vice-chair: The vice-chair performs the duties of the chair in the event the chair is not able to do so, and to perform other duties as the Board of Directors may decide.

Secretary: The secretary records the minutes of each meeting, maintains membership records of the LBNA, sends notices of meetings, and assists in the preparation of letters and reports of the LBNA.

Treasurer: The treasurer keeps accurate account of all moneys of the LBNA received and disbursed and furnishes to the Board of Directors or the chairperson, whenever required, an account of the financial condition of the LBNA, and performs such other duties as may from time to time be decided by the Board of Directors or by the chairperson. The treasurer is responsible for the receipt, deposit and disbursement of LBNA funds in accordance with policies established by the Board of Directors.

ARTICLE VIII COMMITTEES

The Board of Directors may appoint committees and delegate to such committees the authority and responsibility, as it may from time to time deem appropriate. Any member of the LBNA is eligible to

serve and participate in any LBNA committees. When a committee is formed, the Board will:

- A. Identify the committee as either standing or temporary.
- B. Identify the major purpose and tasks of the committee.
- C. Identify the members of the committees and appoint a committee chair when necessary.

All committees report on their activities to the Board of Directors monthly. Committees have such officers, as the Committee deems appropriate. Committees are subject at all times to the direction and control of the Board of Directors.

Any action taken by an LBNA committee or its representative, in a relationship with any other organization, agency or individual, is reported to the LBNA Board of Directors. Actions of the committees are presented to the Board for approval unless otherwise specified by the Board.

All LBNA committee meetings are open to the public.

ARTICLE IX. FISCAL YEAR

The fiscal year is from January 1 through December 31.

ARTICLE X. GRIEVANCE PROCEDURE

Procedure for dealing with grievances: Any grievance brought against the LBNA or anyone who acts in behalf of the LBNA, must be presented in writing and be directed to the Board of Directors, which will act upon the merits of the grievance within thirty (30) days.

ARTICLE XI. AMENDMENTS

These Bylaws may be amended as follows:

A. The Board of Directors may propose an amendment to the Bylaws by a resolution that includes the proposed amendment and directions to submit it for adoption at a general membership meeting; or

B. Any five (5) LBNA members may propose an amendment by their signed petition filed with the Secretary of the LBNA.

Notice of a meeting of the members stating the purpose and including the proposed amendment(s) will be given to members entitled to vote on the proposed amendment(s). If notice required by this clause has been given and quorum is present, the proposed amendment may be adopted at any meeting of the members by a two-thirds (2/3) vote of those present and voting.

Chairperson

Date

Vice Chairperson