

Community Participation Program Guide to 2011 Annual Reports

Intended audience: Your Community Participation Program annual report is primarily intended to inform the NCR Department, the Neighborhood and Community Engagement Commission (NCEC) and the public about your Community Participation Program activities. You may also want to use your annual report to NCR as a way to inform others about your work, including funders, other neighborhood organizations, City departments and the City Council. If your organization produces a separate report for your annual meeting, you may also want to include it as supplemental material.

Contents: At a minimum, your annual report should address the following:

Tangletown Neighborhood Association

2012 Annual Report

1. Accomplishments

What were your organization's major accomplishments in 2011? How were individuals in your community directly impacted by your work? (Note: focus on your accomplishments, not your activities, such as "Field Regina Northrup organized the Lee Family 80th Anniversary Commemoration on July 16, 2011, recognizing an important story in the history of Civil Rights in Minneapolis. In addition to engaging more than 1,000 residents, the event coincided with the City's Community One Read event, providing the opportunity to connect the commemoration with broader city events.")

The Tangletown Neighborhood Association celebrated a number of "firsts" in this funding cycle. Among these were the First Annual Tangletown Treasure Award given to residents who were nominated by their neighbors for an outstanding community contribution. Because the contributions were so singular, we presented five individuals with a Tangletown Treasure Award, plaque, and T-shirt. This award encouraged residents to appreciate the day-to-day achievements and kindnesses of their neighbors and also to recognize the benefits of membership in urban community.

Also first this funding cycle was our First Annual Tangletown Halloween House tour with prizes for the winning entries and a framed photo for the "Best in Show". We were thrilled to have 12 enthusiastic entries the first year with expectations that this event will grow each year. Prizes were given in six categories, including "Best use of Spiders". Hot apple cider was served from a wagon at a half-way point on the tour. Because of the tremendous amount of positive feedback from participants and from those who took the daytime and evening tours, we anticipate that we will expand this event to include a post tour event at the park, celebrity judges, and more categories for competition. Residents particularly appreciated that the home entries were all on a walking tour, which encouraged more people to walk their neighborhood.

The funding cycle also marked the establishment of the Mural Mentoring project with plans to beautify three local business buildings with original art while mentoring young artists. We are fortunate to have the well-known, local artist, Ta-Coumba Aiken working with us on this project. Local high school students are paired with artists to develop a design and implement it on the sides of Tangletown businesses. Involving local young people in taking pride in the improvement of the landscape of their community is one of the goals of this program.

Other highlights of the funding cycle were our annual meeting, which was hosted this past year by a local business, Simply Jane, and featured guest speakers and refreshments, our annual Fourth of July Parade and Festival at Fuller Park which enjoys over 500 attendees, the Tangletown Newsletter which is published three times each year, the annual Tangletown Garage Sale with approximately 50 households involved each year, and annual holiday party. All of these events encourage Tangletown residents and business owners to become more involved in their community.

TNA was instrumental in promoting to local businesses a city program that pays for 50% of the cost of bike racks and installation. We also provided key representation at the Sixth District Dog Park Citizen Advisory Committee (CAC) meetings, e-news reminders to almost 500 members of events, such as National Night Out, worked with NEHBA to resolve a light pollution issue reported by residents living across from the Dollar Store on Nicollet, expanded our Facebook participation to 120, continued to provide information to businesses about out façade improvement grants, and funded Fuller Park building improvements. In addition to keeping Tangletown residents connected to each other and informed about local events, the TNA Board believes it has an important role in representing residents on issues that impact them.

Finally, we made an application to move forward with Utility Box Wrap installations in 2012 and have formed a partnership with Tangletown Gardens to plan and implement landscaping around the Tangletown Water Tower and on the Nicollet and Lyndale bridges. Tangletown Gardens hopes to incorporate local architectural elements and the art deco theme from the Washburn Water Tower to foster a sense of local character and identity for Tangletown residents.

2. 2011 CPP Submission

Reviewing your submission for CPP funds for 2011, what outreach and engagement activities did you carry out? What worked well, and what did not work so well? Why?

Outreach and engagement activities are noted in response above. A few notes regarding select initiatives are listed below:

Tangletown Treasure Award: Great recognition opportunity neighbor to neighbor. Marketing/advertising of the opportunity as well as the recipients could have been increased to allow for more participation. We'd like to get to a point where we'll have to select the top applicants.

Tangletown Halloween House Tour: Great event executed with minimal planning time and budget. Attendance may have been somewhat low due to lack of broad advertising.

Mural Mentoring Project: Youth engagement meets a goal identified on our CPP application, and neighborhood beautification is a great by-product of this initiative. We have had trouble finding willing businesses to partner with. There may be an opportunity to work with NEHBA on that end of the project if we were to pursue again in the future.

4th of July Event: Attendance is usually a strong indicator of success for this event, and we consistently see high attendance numbers year after year. We do have trouble with recruiting volunteers and need to identify new tactics for engagement and ownership as a neighborhood-run event.

3. *Stakeholder Involvement*

Reviewing your submission for CPP funds for 2011, how did you reach out to and involve under-represented communities? Did you find any strategies to be particularly successful?

Please also provide the following:

- A. How many people currently serve on your board? Are there vacancies?
 - Currently we have 14 board members, and one vacancy due to a resignation since the May 2012 election.
- B. Approximately how many individuals have participated in committee meetings in the last year?
 - Approximately 16 individuals participated in committee meetings or functions; primarily board members.
- C. How many people attended your annual meeting?
 - 25 people attended the 2012 annual meeting in May.
- D. How many households regularly receive your publications (such as newsletters or newspapers)?
 - Over 4000 residents and businesses receive TNA printed and mailed newsletters and postcards
 - Nearly 500 recipients of eNewsletters
 - Over 130 “followers” on Facebook
- E. Approximately how many people participate in other activities of the organization?
 - About 5-10 non-board member participants of board-related committee work.
 - Over 40 participants in annual garage sale
 - Over 20 volunteers for annual 4th of July event

4. *Financial Reports*

Please provide an income and expense report for your organization for the year. (Please include all funding sources).

- See completed CPP reimbursement request for detailed expenses.
- Income came from donations, event revenue, and revolving housing loans.
- Funding sources include CPP and NRP

In addition to your annual report, please take time to describe your interactions with City departments and other jurisdictions.

1. *Impact*

What interactions occupied a major part of your time? What worked well, what could be improved?

- Contracting with NRP/CPP continues to be cumbersome and with little documentation for the uninitiated.
- Direct communication with our NCR Specialist, Lance Knuckles, has been helpful. Regular scheduled check-ins would be a good next step.

2. *City Communications – effectiveness*

Is the information that you receive from the City understandable and useful?

- Primary communication from the city is coming in the form of physical mailings and are mainly variance requests, construction notices, and notice of public hearing. E-mail is preferred for these as it's then easier to post to our website or forward as appropriate.
- Notices of public hearing may be more useful if they detailed the topic rather than a brief summary. At least making a reference to a place to get more information would be appreciated.

3. *City Communications – timeliness*

Do you receive adequate notice of City activities in your neighborhood? If not, did your organization inform somebody at the City of this? Did the City respond in a positive manner? Please explain.

- Tangletown neighborhood received no notice regarding construction of the Lyndale Avenue bridge. Instead we have relied on updates from NEHBA. We recognize that this is not exclusively a city project, but we need assistance and support from the city to ensure that the appropriate communication is taking place.
- Physical mailed notices are received in a timely manner.

4. *City Departments*

How can City departments improve the way in which they function in your neighborhood?

- Communicate directly with TNA board contacts via info@tangletown.org.
- Engage with neighborhood via social media. Post appropriate updates to TNA Facebook page.

5. *City Assistance*

How can the Neighborhood and Community Relations Department improve the assistance it provides to your organization as a citizen participation group?

- NCR Specialist (Lance Knuckles) attend TNA meetings quarterly to share information and answer questions.
- Provide Board Training Workshop topics to choose from such as Volunteer Recruitment; Community Engagement with Seniors, Renters and Youth; Working with Stakeholders; Effective Board Meetings; etc.

6. *Other comments?*