

## 2014-2016 COMMUNITY PARTICIPATION PROGRAM

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](mailto:ncr@minneapolismn.gov). Please include a copy of your bylaws if they have been revised since your last funding submission.

*Our bylaws have not changed.*

### CONTACT INFORMATION:

Organization Name: Field Regina Northrop Neighborhood Group
Address: 1620 E 46 <sup>th</sup> St Minneapolis, Mn 55407
Website url: <a href="http://www.frnng.org">www.frnng.org</a>
Organization email: <a href="mailto:frnng@frnng.org">frnng@frnng.org</a>
Federal EIN: 41-1773302
Board Contact: Name: Stearline Rucker
Staff Contact: Name: Ruby Simmons Phone: 612-721-5424 Email: <a href="mailto:frnng@frnng.org">frnng@frnng.org</a> Address: 1620 E 46 <sup>th</sup> St Minneapolis, MN 55407

Who should be the primary contact for this submission? Ruby Simmons

Date of Board review and approval: October 10th, 2013

## 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.

*The Field Regina Northrop Neighborhood Group (hereafter referred to as 'FRNNG') is current on all filing to the Minnesota Attorney General, Secretary of State, and IRS 990n. FRNNG received CPP funds in 2011.*

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?

*Because it is a priority of FRNNG to hear as many voices as possible, we will begin by ensuring all groups are well represented on the board, on committees and at community meetings and events. Our regular media outlets, Facebook and the FRNNG website, will be augmented with our print newsletter, Close to Home, which will allow those without television or computer access to remain informed.*

*We are planning another Neighborhood Priority meeting for 2014. Because these discussions will be open to the public, well advertised and include a social component, we are confident attendance will be high and neighbors will feel comfortable voicing concerns and opinions. At this meeting, residents will have the opportunity to take place in the strategic planning of FRNNG's future with the help of a professional.*

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)FRNNG will provide opportunities for the direct involvement of members by recruiting volunteers to join the board and help host community events such as cooking classes, the Annual Neighborhood Celebration, and A Night on 48th Street We will also encourage members to build their own projects based on their own individual passions with the support of our office. Some suggestions from residents have included creating a gallery space in the neighborhood and starting a neighborhood wide organics recycling program. We also hold monthly board meetings that are open to the public.*

*(2)FRNNG will build its membership and volunteer base by continuing to build its on-line presence through social media and its website, a practice that alone has recruited four enthusiastic resident volunteers in the last 2 months, and by holding community office hours in neighborhood cafes where our staff member will engage residents on a weekly basis. In addition, we will continue to recruit members*

*and volunteers through our print newspaper, Close to Home, and are working on a neighborhood email list that we will use to send out volunteer opportunities.*

*(3)FRNNG will encourage new leadership by creating a series of relevant trainings that empower our members to take on the responsibility of a board position.*

*(4)FRNNG will review the current volunteer recruitment plan on a bi-annual basis and adjust the plan as necessary.*

**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.

- FRNNG is planning our 25th Annual Neighborhood celebration for June 2014. This will require the recruitment of volunteers and participants from across our three neighborhoods. By working and celebrating together we will reenforce the sense wholeness of our neighborhoods and bridge the gaps between its residents.*
- FRNNG will continue to build partnerships with nearby neighborhood groups that were started as part of our collaboration on a Mayoral Debate this year. We will continue brainstorming about events we could collaborate on in the future.*
- We are working with other organizations of interest to provide activities and opportunities in our neighborhoods such as low-cost rain barrels, Facade Improvement Grants and CEE's Home Energy Squad Enhanced Grant Program.*

**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.

*In the coming year, FRNNG hopes to better represent the Latino populations of our neighborhoods. Using the 2010 U.S. Census, the FRNNG board will set specific goals related to the representation on both the board as well as individual committees. We plan to actively recruit volunteers and committee/board members in languages other than English. In addition, all printed material will be made available in Spanish and English. Through the efforts of a student intern, under-represented groups will be recruited to attend the quarterly neighborhood meetings in addition to having an increased presence at annual events such as the parade held each June.*

*Planned improvements to the website will also help FRNNG better reach under-represented groups in our community. For example, the Communications Committee currently has a plan in place to make important information (meeting dates/times, etc.) translated into Spanish.*

**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 total percent of time FRNNG spends on housing and housing-related activities is approximately 5%. Through our active partnership with Center for Energy and Environment (CEE) we maintain a low interest loan as well as an emergency deferred loan available for neighbors needing home repairs.*

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.

- *FRNNG will use unused funds from the previous cycle to pay for our neighborhood priorities: our Annual Neighborhood Celebration, Multi Modal & Traffic Calming Efforts, an Art Installation Initiative, and a Safety Lights Initiative, totaling in \$86,000 over 3 years.*

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.

Please use this budget template when submitting your Community Participation Plan for approval.

Please note that not all expenses are eligible for reimbursement. Expenses related to neighborhood celebrations and events are only eligible if the event’s purpose is to increase neighborhood awareness and involvement in the organization’s planning and implementation efforts. Expenses such as pony rides, food, and entertainment are not eligible for funding and will not be reimbursed.

Expenses related to projects may only be eligible if they are related to implementation of an approved Neighborhood Priority Plan, and are identified in a CPP contract or an NRP contract or MoU.

Contact your Neighborhood Support Specialist at NCR for further details.

**ESTIMATED BUDGET**

<b>CPP Budget</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Staff Expenses	\$45000.00	\$45000.00	\$45000.00
Employee Benefits	\$3000.00	\$3000.00	\$3000.00
Professional Services	\$4000.00	\$4000.00	\$4000.00
Occupancy	\$6000.00	\$6000.00	\$6000.00
Communications/Outreach	\$18272.00	\$18272.00	\$18270.00
Supplies and Materials	\$2000.00	\$2000.00	\$2000.00
Meetings/community building events	\$4000.00	\$4000.00	\$4000.00

Development	\$2000.00	\$2000.00	\$2000.00
Fundraising	\$3000.00	\$3000.00	\$3000.00
Other Services	\$2000.00	\$2000.00	\$2000.00
<b>Total for contract:</b>	\$89272.00	\$89272.00	\$89270.00
Neighborhood Priorities	Rollover funds	Rollover funds	Rollover funds
<b>TOTAL:</b>	\$89272.00	\$89272.00	\$89270.00

**Notes:**

- Staff expenses should include payroll, FICA, and withholding, and 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.
- Meetings and community building events can include those costs related to community meetings and events (excluding food and entertainment).
- 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.).