

# Staff Report

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## Agenda Item: Staff update on 2017-2019 Community Participation Program Guidelines

### Title:

Action     Discussion     Informational

Date: **January 20, 2016**

Prepared By: **Robert Thompson**

Attachments: **None**

## Requested Action

None, informational only

## Background

The Community Participation Program Guidelines were first developed in 2010 by NCR and NCEC following more than 60 meetings with neighborhood organizations and several community wide meetings. The Guidelines were revised in 2011 prior to the 2012-2013 funding cycle. The Community Participation Program Guidelines were designed around three-year allocations of funding for neighborhood organizations. Annual funding to neighborhood organizations is based on an allocation formula that is updated every three years with the most current publicly available data.

## Discussion

### Process:

NCR Staff have begun the process of reviewing the current CPP Guidelines. NCR Staff will develop an initial draft of the 2017-2019 CPP Guidelines for review by neighborhood organizations, the NCEC and NRP Policy Board. NCR staff will organize at least two meetings for neighborhood organizations, in February and March 2016. The purpose of the first meeting will be to share the initial draft with neighborhood organizations and provide background on proposed revisions. The second meeting will be to gather feedback from neighborhood organizations on the original draft.

NCR staff will solicit feedback from the NCEC, NRP Policy Board and City Council members during this initial review period.

Following the initial review and feedback period, NCR staff will prepare a second draft of the CPP Guidelines for 45-day review and comment, to occur in April and May.

After the close of the 45-day review and comment period, NCR staff will prepare a report on the feedback, and how it was used to revise the guidelines. NCR will solicit final review and feedback by NCEC and NRP Policy Board in June 2016, and seek NCEC final review and recommendation prior to adoption by NRP Policy Board and approval by City Council in July.

For reasonable accommodations or alternative formats please contact the Neighborhood and Community Relations Department at 612-673-3737. People who are deaf or hard of hearing can use a relay service to call 311 at 612-673-3000. TTY users call 612-673-2157 or 612-673-2626.

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The approved CPP Guidelines will be sent to neighborhood organizations in August 2016 for the 2017-2019 funding cycle.

## Recommendation

The NCEC should set aside time during February and March meetings to review draft 2017-2019 CPP Guidelines and provide feedback to NCR staff.

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