

# Community Participation Program

## 2017 Annual Report



This year's CPP Annual Report is designed to streamline the reporting required of neighborhood organizations, cover several NCR reporting needs in one report, and allow NCR to better organize neighborhood organization feedback, highlights, updates and priorities.

Our goal is to provide neighborhood organizations, local public officials and others with timely reports about work being carried out by organizations and offer a comprehensive look at the priorities neighborhoods share throughout the city.

To see how NCR uses the information that neighborhood organizations submit, take a look at our [2016 Neighborhood Programs Annual Report](#) and [2015 Neighborhood Programs Annual Report](#).

Although we prefer that you use Survey Monkey to complete your report, please contact your NCR neighborhood specialist if you would like to submit it in another format.

### Report Basics:

- Please report on activities during the 2017 calendar year.
- Please keep your answers brief. For example, a paragraph or two should suffice for questions requiring a narrative response.
- We are looking for quotable highlights of your work
- Pictures that help tell your story are especially appreciated. Please email them to us at [ncr@minneapolismn.gov](mailto:ncr@minneapolismn.gov)
- For your *2017 HIGHLIGHTS*, please think about examples of work that you want to share with other neighborhood organizations.
- *Questions?* Please contact your Neighborhood Support Specialist at NCR.

**PLEASE COMPLETE AND SUBMIT YOUR 2017 CPP ANNUAL REPORT BY  
FRIDAY, March 30, 2017**

# 2017 Community Participation Program Annual Report

Neighborhood Organization Information please confirm

## 1. NEIGHBORHOOD ORGANIZATION

Nokomis East Neighborhood Association (NENA)

## 2. ORGANIZATIONAL INFORMATION

Neighborhood Organization Contact: Becky Timm, Executive Director  
Organization Address: 4313 E. 54<sup>th</sup> Street, Minneapolis, MN  
Organization Address 2: [Click here to enter text.](#)  
Organization ZIP: 55417  
Organization Email Address: nena@nokomiseast.org  
Organization Phone Number: 612-724-5652

## 3. Organization Website and Social Media

Website: [www.nokomiseast.org](http://www.nokomiseast.org)  
Facebook: <https://www.facebook.com/Nokomiseast/>  
Twitter: <https://twitter.com/NokomisEast>  
Other: <http://monarchfestival.org/>

## 4. DATE OF BOARD APPROVAL

Once your board has reviewed this draft annual report, please provide the date of the meeting at which the board approved submission of this report to NCR. Note: Meeting minutes may be requested by NCR.

[1/25/2018](#)

# 2017 Community Participation Program Annual Report

## Stakeholder Involvement Basic Outreach & Engagement

### WHICH OF THE FOLLOWING OUTREACH ACTIVITIES DID YOUR ORGANIZATION USE IN 2017?

5. **MEETINGS** (please 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
- Hosted at least one general membership or committee meeting in response to a City request for input - such as a development proposal, transit planning or public works project
- Conducted one or more focus groups

6. **DOOR-TO-DOOR** (please check all that apply)

Door-Knocking (with goal of face-to-face engagement)

- At least once reaching a portion of neighborhood
- At least once reaching most or all of neighborhood
- For more than one issue/outreach effort
- On a routine basis
- Conducted primarily by staff members
- Conducted primarily by volunteers
- Carried out primarily to increase membership and participation
- Carried out primarily to gather input or inform on a specific city or neighborhood issue

7. Approximately how many households did your organization reach through **DOOR-KNOCKING** in 2017?

150 households

8. **FLYERING** (please check all that apply)

Distributing flyers (dropping literature at doors)

- At least once reaching a portion of the neighborhood
- At least once reaching most or all of the neighborhood
- Carried out primarily to inform and increase membership and participation
- Carried out primarily to gather input or inform on a specific city or neighborhood issue

9. Approximately how many households did your organization reach through **FLYERING** in 2017?

170 households per month

10. **EVENTS** (please 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
- Organized one or more issue specific event (such as a safety forum, housing fair, Open Streets, Creative Citymaking, etc)
- Organized smaller events for specific outreach to target audiences (e.g., sidewalk tabling to reach renters, lemonade stands, tabling at Farmer's Market, etc)

11. **COMMUNICATION** (please fill in all that apply)

Print a paper newsletter (If so, at what frequency?)                      Quarterly – 6,800 households

Number of subscribers to your email list    1,096

Number of followers on Facebook and Twitter Combined    2,415

12. **OTHER** (please check all that apply)

- Conducted at least one community-wide survey (such as a random sample or all-household survey)
- Conducted another form of survey (e.g., intercept survey)
- Developed partnerships with cultural, religious, professional or business associations to expand outreach into under-represented populations

**Other activities** (please describe here):

NENA began gathering input from Nokomis East residents, through door-to-door and event surveying, online surveys and stakeholder interviews, to create a community snapshot in 2018. The community snapshot is a chance for residents to identify the future needs, opportunities, and assets in our neighborhood. The community snapshot will inform the 2019-2021 Strategic Plan, including updated priorities and programs.

13. Please provide an estimate of volunteer hours provided to your organization in 2017

1721 hours

**14. How did your organization reach out to under-represented groups in your neighborhood?** (please check all that apply)

- Worked on an issue of particular interest to an under-represented group within the neighborhood
- Provided notices of annual and special meetings in multiple languages
- Provided newsletter articles or web pages in multiple languages
- Targeted outreach in apartment buildings or blocks to reach renters
- Targeted tabling at other events or locations (such as farmers markets, cultural events, etc)
- Held focus groups or open meeting formats for under-represented communities
- Met with other agencies in the community that work closely with under-represented constituencies in the neighborhood
- Included an Americans with Disabilities Act statement on meeting and event notices
- Reviewed participation activities, and identified new leaders and volunteers for volunteer, committee and board participation
- Held one-time/pop up events in areas of the neighborhood that don't often have neighborhood meetings

**Other activities** (please describe here):

Outreach Contracts: Apartment Building Energy Efficiency Pilot Project - Minneapolis Clean Energy Partnership; Active Places - BCBS Center for Prevention; and Healthy Living - Minneapolis Health Department.

**15. 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 involve residents and others?**

- Community Engagement
  - Launched Community Snapshot and planning for 2019-2021 Strategic Plan
  - 10 community input sessions
  - 150 households door-knocked
  - Surveys: 110 Resident Energy Efficiency; 13 Landlord Energy Efficiency; 65 Bossen Livability; 29 Active Places; 58 Community Snapshot
  - NENA staff door-knocks Bossen households each week
  - Bossen Community Mural
  - Bossen Outreach Contracts: Apartment Building Energy Efficiency Pilot Project - Minneapolis Clean Energy Partnership; Active Places - BCBS Center for Prevention; and Healthy Living - Minneapolis Health Department
  - Renters rights
  - Monthly Board representation, equity and accountability exercises led by community organizer
  - Formed Nokomis East Organization Network
  - Minneapolis Renters Coalition
  - Benefitting Bossen Work Group
  - Meetings with Ward 11, MPD and Inspections
  - Southside United Neighborhoods (SUN)

- Housing, Commercial & Streetscape
  - 12 HCS Committee meetings
  - Relaunched home improvement loan program
  - Launched Curb appeal matching grants
  - Launched Business matching grants
  - Launched bike rack installation
  - Mailed Welcome Guide to all households
  - Commercial façade improvement matching grants
  - 34<sup>th</sup> Avenue S reconstruction project
- Green Initiatives
  - 12 Green Initiatives Committee meetings
  - Nokomis Naturescape Garden and Nokomis East Gateway Garden
  - Launched Nokomis East Giving Garden
  - Launched Monarch Mile Pollinator Garden project
  - Launched Hennepin County Green Partners grant
- Events
  - State of Our Neighborhood
  - Great Nokomis East Crock Pot Cook-Off & Fundraiser
  - Annual Meeting and Board Elections
  - South Minneapolis Housing Fair
  - Grow Monarch Habitat Workshop
  - Nokomis East Garage Sale Day
  - Bossen Renters Party
  - Keewaydin/Morris Park Festival
  - National Night Out
  - Bossen Community Mural Celebration
  - Minneapolis Monarch Festival
  - Back to School Boogie
  - Night Before New Year's Eve
  - 5 Nights out with NENA
- Communications
  - Communication Ad Hoc Work Group
  - Launched NENA Communication Plan
  - Launched printed quarterly newsletter
  - Bi-weekly e-news
  - 2 FaceBook pages and Twitter
  - NENA gear
- Governance
  - Passed 2016 Financial Review by City
  - Updated bylaws and 25 policies/procedures
  - Charities Review Council's Accountability Standards
  - NRP plan modification
  - Board members - 6 new members and 4 returning members elected at Annual Meeting
  - Board appointed 3 members for vacated seats throughout the year
  - Multiple candidates for each election/appointment
  - Board recruitment and training materials in Spanish
- Fundraising
  - Formed Finance and Fundraising Committee
  - Launched Fundraising Roadmap and 1,000 Day Fundraising Plan
  - First fundraising event
- Staffing
  - Hired Program and Communication Manager and Public Allies AmeriCorps Member
  - Executive Director and Community Organizer
  - Monthly staff reports, bi-annual work plans and annual evaluations

- Contract translators and interpreters
- Contract bookkeeper and project support
- Launched volunteer and donor CRM system

**16.** Are there any challenges or struggles that your organization has had this year that you'd like to share? (This answer will **NOT** be published)

The uncertainty of the Neighborhoods 2020 process and outcomes.

# 2017 Community Participation Program Annual Report

## 2017 Highlights

### PLEASE DESCRIBE ONE OR TWO MAJOR HIGHLIGHTS

Consider the following when describing each highlight:

- What was the issue or opportunity the neighborhood was facing?
- Who was impacted?
- What steps did you take to address the issue or opportunity?
- What was the outcome?

#### 17. **MAJOR HIGHLIGHT #1**

NENA hosted its first Bossen Renters Party to gather our community of renters. Through surveying and conversations, tenants said they are often afraid to let their children play outside near the apartment buildings. NENA noticed better participation with fun, social events. Therefore NENA organized this family friendly block party to temporarily shut down a street and let neighbors reclaim the space. The party included hands on arts, entertainment troupes, a kids DJ, free lunch and information tables with many of our partners interested in outreach within this community. On a sunny day in July, over 200 participants joined NENA for this incredibly popular event. When NENA staff were spotted door knocking during the following weeks, neighbors asked, “Are you the party people?” and were much more willing to chat with us.

#### 18. **MAJOR HIGHLIGHT #2**

The newly formed NENA Green Initiatives Committee wanted to start a third community garden – one focused on raising food for the community. The committee searched for neighborhood sites and met with St James on the Parkway Episcopal Church, which had underutilized raised garden beds on their lawn. The church was looking to work with local gardeners. The gardeners, church and NENA had several planning sessions to determine how to run the garden and its purpose. All produce was donated to local food shelves and neighbors in need. Over 430 lbs were raised and donated. At the harvest festival, the gardeners decided on the name of their project - the Nokomis Giving Garden.



***We'd love to share your highlights with others.***

If possible, send digital photos, videos, illustrations or a link to any of these to [ncr@minneapolismn.gov](mailto:ncr@minneapolismn.gov) with the Subject Line: ***2017 CPP Annual Report Images***. If you have a large digital file, please make arrangements to mail or deliver a copy directly to your NCR Neighborhood Specialist.



# THANK YOU!