

**Waite Park Community Council
2014-16 Community Participation Program Proposal**

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Who should be the primary contact for this submission? Anthony Beard

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1. Eligibility

The Waite Park Community Council (WPCC) represents the Waite Park neighborhood in Northeast Minneapolis. The WPCC holds public meetings on the first Wednesday of each month at the Waite Park Community Center (1810 34th Ave. NE). Meetings are advertised in the Waite Park Voice, as well as on Facebook and Twitter.

The board of directors is comprised of fifteen volunteer board seats. To serve on the board, an individual must be at least eighteen years old and live, work, or own property in Waite Park. Currently, all board members are residents of Waite Park. Board members are elected to two-year terms, with half the board's membership up for election each year. Elections are held at our Annual Membership Meeting in the first quarter of each year, and all neighbors are invited to participate and vote.

The WPCC serves as a forum to discuss neighborhood issues, inviting local policy makers, school principals, business owners, and others to speak at our meetings. We encourage all Waite Park residents to attend the meetings and participate in discussions.

The WPCC has demonstrated its capacity to manage and account for grant funds. The WPCC is registered and in good standing with the Minnesota Attorney General's Office. It is a charitable organization, organized and operated under section 501(c)(3) of the Internal Revenue Code. The WPCC is current on all CPP reporting.

As an all volunteer group we do not currently have paid staff or employees, however we have adopted an Equal Opportunity Employment policy and a formalized American with Disabilities Act policy. We have also amended our bylaws in the past year and followed a thorough and open process for board discussion as well as neighborhood input and eventual approval. A copy of our amended bylaws is enclosed with this CPP submission.

2. Community Participation Efforts

To engage residents and other stakeholders in formulating our Neighborhood Priority Plan (NPP), we've held open meetings, which were advertised in print and electronically, and solicited feedback through conversations with our neighbors, a neighborhood-wide survey and a targeted "under-engaged neighbor" outreach forum. We will continue to revisit our NPP and NRP Phase II Neighborhood Action Plan to regularly evaluate whether those goals and strategies are being pursued and continue to fulfill the needs of the neighborhood.

The WPCC and its board members have long been involved in impacting City decisions and priorities, and we will continue to do so. In past years, we have participated in planning for the Central Avenue Median, as well as the Presidents Bike Boulevard. We sent a board member to represent Waite Park and attend the 2013 Neighborhoods USA conference held in Minneapolis. We participate in the NCEC election process and weigh in on policy changes that affect the WPCC. Moreover, we regularly invite policy makers to speak at our meetings and address issues important to our neighborhood.

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An explanation of our efforts to increase the involvement of residents and other stakeholders is fully set forth under the following headings: Building Organizational Capacity and Building Neighborhood Relationships.

3. Building Organizational Capacity

Each board member is expected to participate in agenda setting meetings and board meetings. Board members are also expected to plan and volunteer at the annual Fall Festival and Push Cart Derby. The WPCC works to provide leadership opportunities to its board members, who have diverse interests and talents. Board members chair projects, lead programs, and build relationships with other Northeast stakeholders throughout the year. In April of 2013, the WPCC held a board orientation and planning meeting, in partnership with Robert Thompson of the Neighborhood and Community Relations department. We addressed a number of issues ranging from our charge as a neighborhood group, to board governance, to fiduciary responsibilities, and ended the session with a planning session regarding the upcoming year. We intend to make this an annual event for our board and hope to identify other training opportunities in the future. We have also newly created a Director's Manual explaining the operations and expectations of the organization, its finances, and its aim for new directors.

To build our membership and volunteer base, we work to increase awareness of the WPCC and our programs. To do so, we deliver welcome packages to all new homeowners and National Night Out gift bags to block parties. The packages and gift bags include information about the WPCC, the neighborhood, and our programs. We also plan to purchase and post neighborhood signs, similar to those found in the Windom Park, Bottineau, and St. Anthony East neighborhoods. We continue to publish the Waite Park Voice, update our website, and connect with residents through social media.

We evaluate our organization's capacity each year as we plan our annual budget and evaluate projects and programs we would like to undertake.

4. Building Neighborhood Relationships

Over the past number of years, the WPCC has focused on communications and building neighborhood pride. Our goal is to benefit the neighborhood and to build a sense of belonging.

The WPCC will continue to reach out to residents in a variety of formats. The WPCC writes, edits, and delivers the Waite Park Voice newsletter to all residents, local businesses, and key stakeholders in our community. We connect to neighbors electronically, via regular updates of our website, Facebook page, and Twitter account. We have developed welcome packages that include information about Waite Park, the WPCC, and our neighborhood programs. Since 2011, we have delivered these welcome packages to all new neighborhood homeowners. Our annual Fall Festival and Push Cart Derby has continued to build community and opportunities for our neighbors to engage with one another.

The WPCC holds neighborhood meetings each month that are open to the public and serve as our most frequent and consistent interactions with residents. These meetings are advertised in the Voice newsletter and through our social media sites. For meetings that are particularly important, such as the

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Annual Membership Meeting, we post flyers in area businesses and gathering places and mail postcards to residents.

The WPCC serves as the agent for the Waite Park Community Garden, an assemblage of 72 well-tended gardening plots that are rented to Waite Park and other Northeast residents each Spring. The WPCC is also evaluating plans with MetroBlooms, and other partners, to expand rain garden installations in the neighborhood.

The WPCC also maintains strong relationships with the Waite Park Community School, Northeast Middle School, Minneapolis Parks and Recreation, Community Education, the Waite Park PTA, Public Education Northeast (PEN), the Northeast Chamber of Commerce, the Northeast Community Development Corporation (Northeast CDC), the 2nd Precinct Advisory Council, the Shoreham Area Advisory Committee, and other groups. WPCC also holds a seat on the Waite Park Community School Site Council. Board members regularly attend meetings and events sponsored by the above-listed entities. Moreover, each year, the WPCC participates in the Northeast Parade, which is planned by the Chamber of Commerce. We have supported the Northeast CDC's inaugural Northeast Ride, a bike ride through all the neighborhoods in Northeast Minneapolis. We have recruited a variety of volunteers for our Fall Festival and Push Cart Derby, including neighbors, members of the Northeast Royalty Scholarship Program, the Edison High School Voyager and Junior Achievement student groups, among others.

The WPCC works to build bridges between neighbors and diverse communities. We have found that the broader neighborhood has participated in our programs, like Community Energy Services and our neighborhood event, the Fall Festival and Push Cart Derby. We will continue to advertise our home loan programs, as well as our security rebate and block club grant programs.

5. Involvement of Under-engaged Stakeholders

The WPCC is dedicated to doing all that is reasonably within its ability to connect with those within the Waite Park neighborhood as potentially under-engaged stakeholders. Those who may fall into this group have been identified as: ethnic and racial Minorities (18% of Waite Park residents*); renter-occupied households (11.7% of Waite Park residents*); financially disadvantaged (5.9% of Waite Park residents*); and disabled persons.

The WPCC works to engage these stakeholders by way of: holding the annual Waite Park Fall Festival and Push Cart Derby, which welcomes all area residents to participate in activities at little to no cost; open membership to the Waite Park Community Garden, which allows residents to grow their own produce, with plots specifically designed for handicap access; and security rebates designed to offset costs related to protecting Waite Park residents.

With assistance from the NCR, the WPCC would like to better communicate with non-English speaking residents by way of translated communication materials and notices, as well as explore new ways to reach those who identify themselves as renters within Waite Park.

** According to 2010 census data.*

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6. Housing Activities

Recognizing that the Waite Park neighborhood is primarily a residential neighborhood, the WPCC has historically made housing programs and the well being of Waite Park residents its highest priority. The WPCC dedicates a substantial amount of time to housing-related issues. Over 50% of WPCC's time is spent on housing-related activities.

The WPCC currently offers two loan programs, administered by the Greater Metropolitan Housing Corporation (GMHC), which offer low or no interest funds to Waite Park residents for home remodeling and/or emergency repairs. Furthermore, homeowners and businesses are eligible each year to apply for a security rebate, aimed at helping cover costs related to security and safety improvements (motion lights, deadbolts, CO detectors, etc).

Since 2010, the WPCC has worked with Community Energy Services (CES) to educate homeowners on making their residences more energy efficient and to encourage participation in a CES home energy visit. Home energy visits provide Waite Park homeowners with equipment (CFL bulbs, low-flow showerheads, programmable thermostats, etc) and recommendations (additional attic insulation, window replacement, etc) for improving the energy efficiency of their homes. The WPCC has in the past provided funds to help offset the costs of home energy visits and would like to do so in the future if funds permit.

7. Unused Funds

The WPCC requests that any unused funds from our previous CPP allocations be rolled-over to the new 2014-2016 funding cycle and reallocated towards our existing Neighborhood Priority Plan (NPP) funds.

8. Estimated Budget (2014-16)

| CPP Budget | 2014 | 2015 | 2016 |
|------------------------------------|--------------------|--------------------|--------------------|
| Staff Expenses | - | - | - |
| Employee Benefits | - | - | - |
| Professional Services | \$4,000.00 | \$4,000.00 | \$4,000.00 |
| Occupancy | \$1,400.00 | \$1,400.00 | \$1,400.00 |
| Communications/Outreach | \$20,000.00 | \$20,000.00 | \$20,000.00 |
| Supplies and Materials | \$1,669.00 | \$1,668.00 | \$1,668.00 |
| Meetings/community building events | \$3,750.00 | \$3,750.00 | \$3,750.00 |
| Development | \$1,200.00 | \$1,200.00 | \$1,200.00 |
| Fundraising | \$400.00 | \$400.00 | \$400.00 |
| Other Services | \$550.00 | \$550.00 | \$550.00 |
| Total for contract: | \$32,969.00 | \$32,968.00 | \$32,968.00 |
| Neighborhood Priorities | TBD | TBD | TBD |