Minneapolis
City of Lakes

neighborhoods 2020

Neighborhoods 2020 Program Guidelines

February 2020

Neighborhood & Community Relations
612-673-3737 | ncr@minneapolismn.gov
minneapolismn.gov/neighborhoods2020

Introduction

The Neighborhoods 2020 funding guidelines were developed from the Minneapolis City Council approved Neighborhoods 2020 Framework (May 2019), subsequent staff directives and further engagement with neighborhood organizations and residents. Neighborhoods 2020 provides the policy, programmatic and funding structure to continue to support the City's diverse and vibrant neighborhood system.

Neighborhoods 2020 builds off the desire of the City to maintain an engagement network of neighborhood organizations while also funding strategies that are significant to all Minneapolis residents. It promotes the participation of all Minneapolis residents in the decision-making processes of our neighborhood organizations. The goal is to have an equitable civic participation system that enfranchises everyone, recognizes the core and vital service neighborhood organizations provide to the City of Minneapolis and builds people's long-term capacity to organize to improve their lives and neighborhoods.

The following suite of neighborhood programs are intended to work together in concert. Each funding strategy is important to ensure that all residents receive equitable and high-quality services.

1. **Citywide Neighborhood Network Fund:** Continuation of the citywide network of independent, nonprofit neighborhood organizations supporting every resident's ability to engage in grass-roots activities, work on neighborhood-identified priorities and partner with the City.

2. **Equitable Engagement Fund:** Neighborhood organizations are engaging historically underrepresented residents meaningfully and effectively on policies and programs that impact them and in decision making at the local geographic level, with a focus on furthering equity.

3. **Partnership Engagement Fund:** Community based organizations and recognized neighborhood organizations partner to engage historically underrepresented residents meaningfully and effectively on policies, programs or projects that impact them and in decision-making with a focus on furthering equity.

4. **Collaboration and Shared Resources Fund:** Neighborhood organizations are provided sufficient resources to support their voluntary consolidation efforts or the sharing of resources.

A transition period, from 2021 to 2023, has also been included to provide a transition from the current neighborhood funding program structure to Neighborhoods 2020.

The following pages are intended to be the guidelines for neighborhood funding, starting in 2021. Questions and comments can be submitted to neighborhoods2020@minneapolismn.gov or by calling 612-673-3737.

Overview of Funding Programs and Structure

	Citywide Neighborhood Network	Equitable Engagement	Partnership Engagement	Collaboration & Shared Resources Fund
Purpose	Continuation of the citywide network of independent, nonprofit neighborhood organizations supporting every resident's ability to engage in grass-roots activities, work on neighborhood-identified priorities and partner with the City.	Neighborhood organizations engage historically underrepresented residents on policies and programs that impact them and in decision making at the local geographic level, with a focus on furthering equity	Community and neighborhood organizations partner to engage historically underrepresented residents on policies, programs or projects that impact them and in decision-making with a focus on furthering equity.	Neighborhood organizations are provided sufficient resources to support their voluntary consolidation efforts or developing a shared resource model
Objective (quantifiable)	Residents have a local neighborhood association where they engage and mobilize to address issues and opportunities within their geographic areas	Every neighborhood organization is engaging historically under/un-represented residents meaningfully and effectively on policies and programs that impact them and in decision making at the local level	Partners engage and organize historically under/un-engaged residents around specific programs, initiatives or projects	Neighborhood organizations have the ability to explore different operational models.
Outcome (qualifiable)	All residents feel they are informed, connected to their community, and empowered to guide and influence decisions that affect their community and their lives	Under-represented or under-engaged residents are informed, connected to their community and feel represented and heard	Under-represented or under-engaged residents are informed, connected to their community and feel represented and heard	Neighborhood organizations lead their own collaborative efforts to combine and share resources while ensuring their organizations are meeting the needs of the residents.

	Citywide Neighborhood Network	Equitable Engagement	Partnership Engagement	Collaboration & Shared Resources Fund
Time Period	3 years	3 years	18 months	Up to 3 years (temporary)
Process	Application and review panel by NCR	Application and review panel (multi-department)	Application and review panel (multi-department)	NCR Reviewed
Eligibility	Recognized neighborhood organizations (review every three years)	Recognized neighborhood organizations	CBOs in partnership with recognized neighborhood organizations	Recognized neighborhood organizations
Accountability	Meet minimum standards and milestones	Meet minimum standards and milestones	Meet minimum standards and milestones	Meet minimum standards and milestones
Funding Formula	Base funding ($20,000 -> $10,000) *see transition plan	Available funding based on formula determined by metrics, demographics and gentrification (i.e. maximum allocation accessible via application)	Competitive; grants ranging from $5,000-$150,000	• 2 neighborhoods $15,000 • 3+ neighborhoods $20,000

Neighborhood Funding Transition Plan

Funding Plan

	Transition Period				
Funding Program	**2021**	**2022**	**2023**	**2024**	**2025**
Citywide Neighborhood Network	$1,680,000	$1,260,000	$840,000	$840,000	$840,000
Neighborhood Base Amount	*$20,000*	*$15,000*	*$10,000*	*$10,000*	*$10,000*
Equitable Engagement Fund	$1,870,000	$1,990,000	$2,160,000	$2,160,000	$2,160,000
Partnership Engagement Fund	$450,000	$750,000	$1,000,000	$1,100,000	$1,100,000
Collaboration & Shared Resources Fund	$100,000	$100,000	$100,000	$0	$0
Budget Total	$4,100,000.00	$4,100,000.00	$4,100,000.00	$4,100,000.00	$4,100,000.00

Equitable Engagement Funding Formula

- ACP (ACP_nh/ACP_total) 50%
- Gentrification 20%
- Cost Burden Households 30%

**All funds are dependent on the City Council budget and allocation process and approvals.*

Neighborhood Allocations Three Year Plan

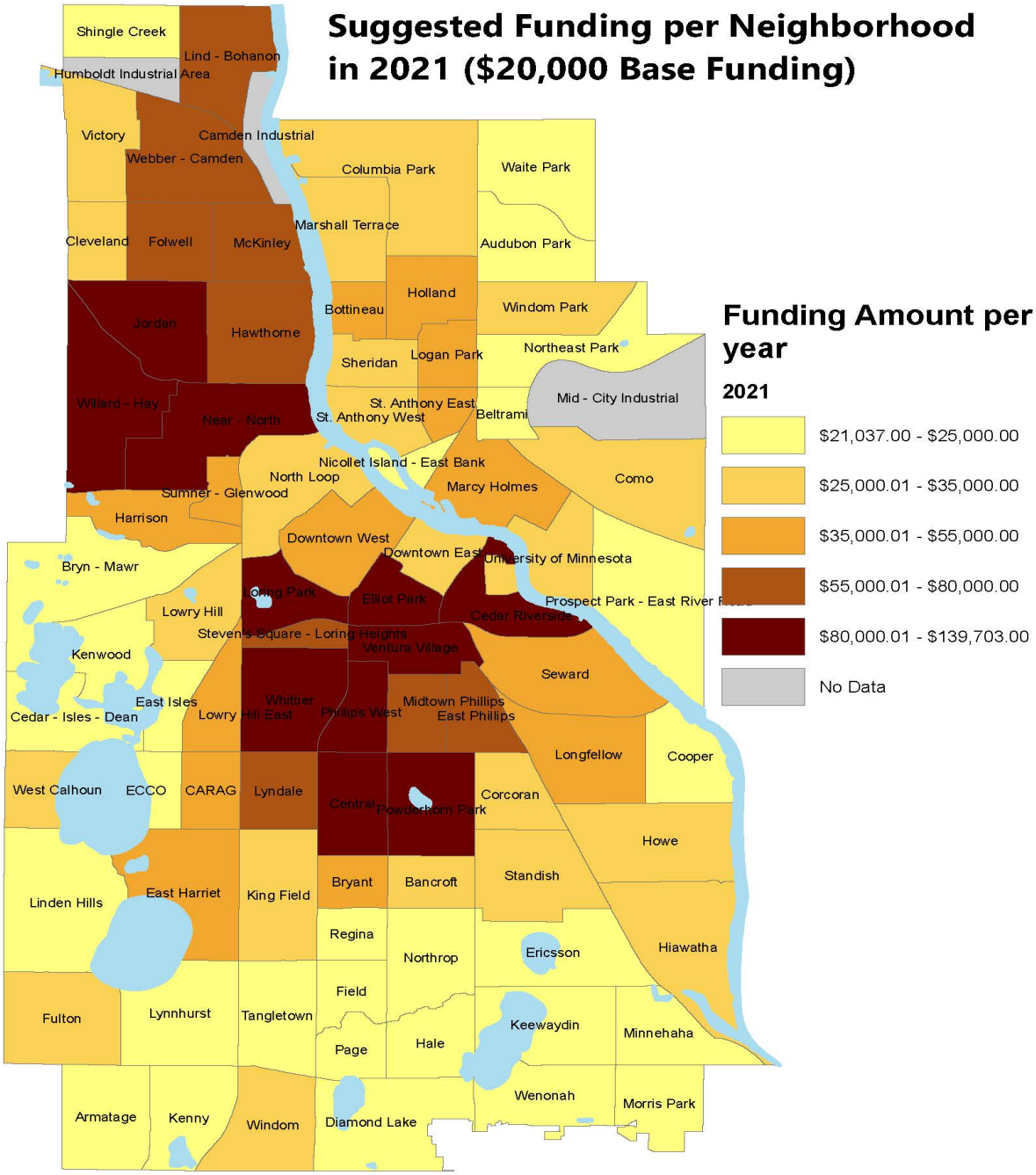
Neighborhood	2021 Network Fund	2021 Equitable Engagement Fund (up to)	2021 Total	2022 Network Fund	2022 Equitable Engagement Fund (up to)	2022 Total	2023-Ongoing Network Fund	2023-Ongoing Equitable Engagement Fund (up to)	2023-Ongoing Total
Armatage	$20,000	$3,577	$23,577	$15,000	$3,806	$ 18,806	$10,000	$4,131	$14,131
Audubon Park	$20,000	$2,148	$22,148	$15,000	$2,286	$ 17,286	$10,000	$2,481	$12,481
Bancroft	$20,000	$6,624	$26,624	$15,000	$7,049	$ 22,049	$10,000	$7,651	$17,651
Beltrami	$20,000	$2,085	$22,085	$15,000	$2,218	$ 17,218	$10,000	$2,408	$12,408
Bottineau	$20,000	$17,232	$37,232	$15,000	$18,338	$ 33,338	$10,000	$19,904	$29,904
Bryant	$20,000	$25,938	$45,938	$15,000	$27,602	$ 42,602	$10,000	$29,960	$39,960
Bryn Mawr	$20,000	$1,682	$21,682	$15,000	$1,790	$ 16,790	$10,000	$1,943	$11,943
Cedar-Riverside	$20,000	$87,485	$107,485	$15,000	$93,099	$ 108,099	$10,000	$101,052	$111,052
Cedar-Isles-Dean	$20,000	$4,455	$24,455	$15,000	$4,741	$ 19,741	$10,000	$5,146	$15,146
Central	$20,000	$67,932	$87,932	$15,000	$72,291	$ 87,291	$10,000	$78,467	$88,467
Cleveland	$20,000	$8,357	$28,357	$15,000	$8,893	$ 23,893	$10,000	$9,652	$19,652
Columbia Park	$20,000	$9,351	$29,351	$15,000	$9,951	$ 24,951	$10,000	$10,802	$20,802
Como	$20,000	$12,185	$32,185	$15,000	$12,967	$ 27,967	$10,000	$14,074	$24,074
Cooper	$20,000	$2,952	$22,952	$15,000	$3,142	$ 18,142	$10,000	$3,410	$13,410
Corcoran	$20,000	$11,679	$31,679	$15,000	$12,429	$ 27,429	$10,000	$13,491	$23,491
Diamond Lake	$20,000	$1,180	$21,180	$15,000	$1,256	$ 16,256	$10,000	$1,363	$11,363
Downtown East	$20,000	$7,032	$27,032	$15,000	$7,483	$ 22,483	$10,000	$8,122	$18,122
Downtown West	$20,000	$17,872	$37,872	$15,000	$19,019	$ 34,019	$10,000	$20,644	$30,644
East Harriet	$20,000	$15,274	$35,274	$15,000	$16,254	$ 31,254	$10,000	$17,643	$27,643
East Isles	$20,000	$2,365	$22,365	$15,000	$2,517	$ 17,517	$10,000	$2,732	$12,732
East Phillips	$20,000	$44,598	$64,598	$15,000	$47,460	$ 62,460	$10,000	$51,514	$61,514
ECCO	$20,000	$4,095	$24,095	$15,000	$4,358	$ 19,358	$10,000	$4,730	$14,730
Elliot Park	$20,000	$68,280	$88,280	$15,000	$72,662	$ 87,662	$10,000	$78,869	$88,869
Ericsson	$20,000	$2,942	$22,942	$15,000	$3,130	$ 18,130	$10,000	$3,398	$13,398
Field	$20,000	$1,873	$21,873	$15,000	$1,993	$ 16,993	$10,000	$2,163	$12,163
Folwell	$20,000	$38,490	$58,490	$15,000	$40,960	$ 55,960	$10,000	$44,459	$54,459
Fulton	$20,000	$6,487	$26,487	$15,000	$6,903	$ 21,903	$10,000	$7,493	$17,493
Hale	$20,000	$2,169	$22,169	$15,000	$2,308	$ 17,308	$10,000	$2,506	$12,506
Harrison	$20,000	$29,629	$49,629	$15,000	$31,530	$ 46,530	$10,000	$34,223	$44,223
Hawthorne	$20,000	$50,007	$70,007	$15,000	$53,216	$ 68,216	$10,000	$57,762	$67,762

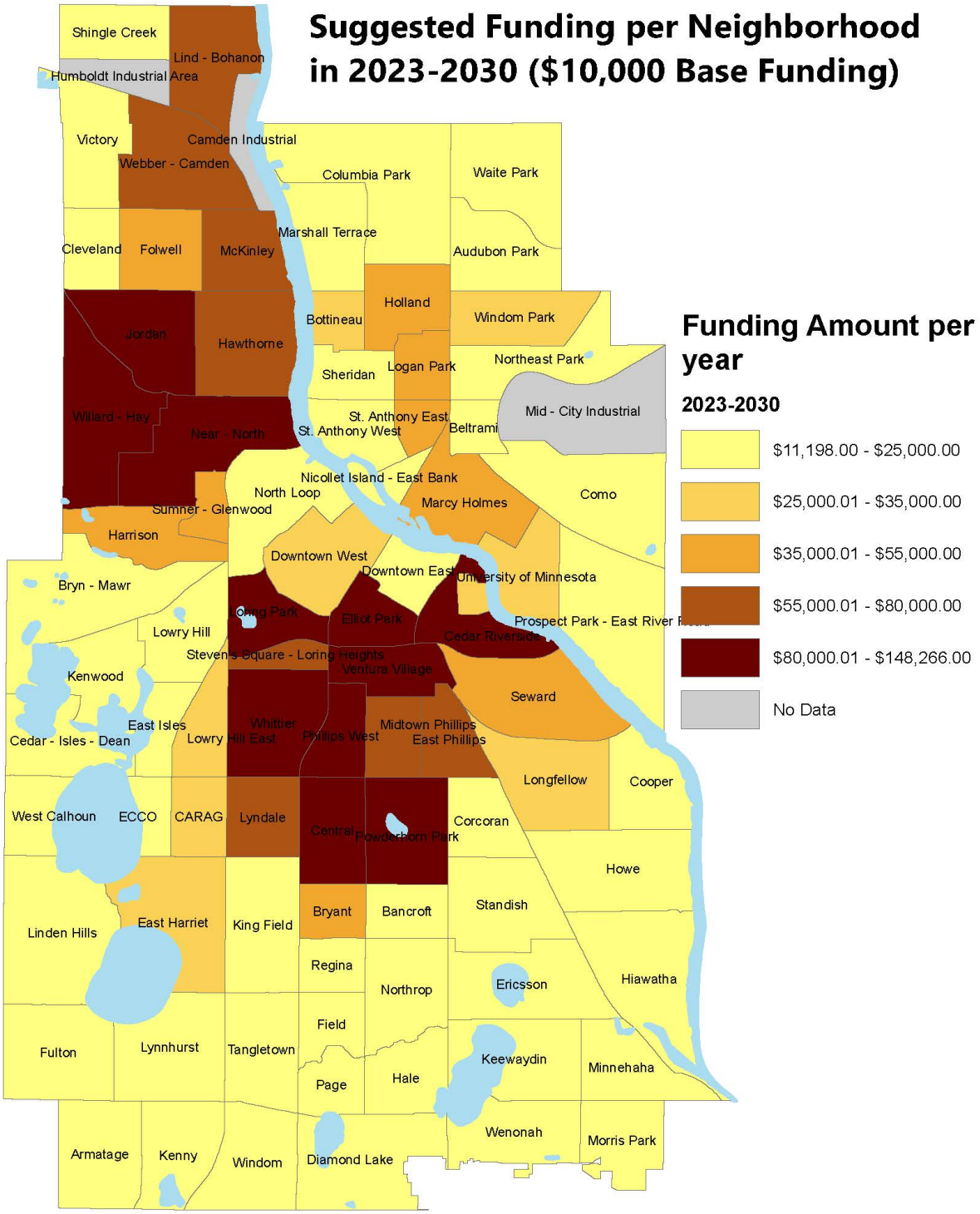
Neighborhood	2021 Network Fund	2021 Equitable Engagement Fund (up to)	2021 Total	2022 Network Fund	2022 Equitable Engagement Fund (up to)	2022 Total	2023-Ongoing Network Fund	2023-Ongoing Equitable Engagement Fund (up to)	2023-Ongoing Total
Hiawatha	$20,000	$7,952	$27,952	$15,000	$8,462	$ 23,462	$10,000	$9,185	$19,185
Holland	$20,000	$32,393	$52,393	$15,000	$34,472	$ 49,472	$10,000	$37,417	$47,417
Howe	$20,000	$7,717	$27,717	$15,000	$8,212	$ 23,212	$10,000	$8,913	$18,913
Jordan	$20,000	$76,281	$96,281	$15,000	$81,176	$ 96,176	$10,000	$88,111	$98,111
Keewaydin	$20,000	$2,603	$22,603	$15,000	$2,770	$ 17,770	$10,000	$3,007	$13,007
Kenny	$20,000	$3,577	$23,577	$15,000	$3,806	$ 18,806	$10,000	$4,131	$14,131
Kenwood	$20,000	$4,455	$24,455	$15,000	$4,741	$ 19,741	$10,000	$5,146	$15,146
King Field	$20,000	$8,010	$28,010	$15,000	$8,524	$ 23,524	$10,000	$9,253	$19,253
Lind-Bohanon	$20,000	$46,030	$66,030	$15,000	$48,984	$ 63,984	$10,000	$53,168	$63,168
Linden Hills	$20,000	$3,508	$23,508	$15,000	$3,733	$ 18,733	$10,000	$4,052	$14,052
Logan Park	$20,000	$23,178	$43,178	$15,000	$24,666	$ 39,666	$10,000	$26,773	$36,773
Longfellow	$20,000	$18,941	$38,941	$15,000	$20,156	$ 35,156	$10,000	$21,878	$31,878
Loring Park	$20,000	$72,489	$92,489	$15,000	$77,140	$ 92,140	$10,000	$83,730	$93,730
Lowry Hill	$20,000	$7,894	$27,894	$15,000	$8,401	$ 23,401	$10,000	$9,118	$19,118
Lowry Hill East	$20,000	$18,121	$38,121	$15,000	$19,284	$ 34,284	$10,000	$20,931	$30,931
Lyndale	$20,000	$50,579	$70,579	$15,000	$53,824	$ 68,824	$10,000	$58,422	$68,422
Lynnhurst	$20,000	$1,783	$21,783	$15,000	$1,897	$ 16,897	$10,000	$2,060	$12,060
Marcy-Holmes	$20,000	$34,573	$54,573	$15,000	$36,791	$ 51,791	$10,000	$39,934	$49,934
Marshall Terrace	$20,000	$8,611	$28,611	$15,000	$9,163	$ 24,163	$10,000	$9,946	$19,946
McKinley	$20,000	$41,220	$61,220	$15,000	$43,865	$ 58,865	$10,000	$47,612	$57,612
Midtown Phillips	$20,000	$40,889	$60,889	$15,000	$43,513	$ 58,513	$10,000	$47,230	$57,230
Minnehaha	$20,000	$4,714	$24,714	$15,000	$5,017	$ 20,017	$10,000	$5,445	$15,445
Morris Park	$20,000	$2,116	$22,116	$15,000	$2,252	$ 17,252	$10,000	$2,445	$12,445
Near North	$20,000	$75,102	$95,102	$15,000	$79,921	$ 94,921	$10,000	$86,748	$96,748
Nicollet Island/East Bank	$20,000	$3,048	$23,048	$15,000	$3,243	$ 18,243	$10,000	$3,520	$13,520
North Loop	$20,000	$8,979	$28,979	$15,000	$9,555	$ 24,555	$10,000	$10,371	$20,371
Northeast Park	$20,000	$2,085	$22,085	$15,000	$2,218	$ 17,218	$10,000	$2,408	$12,408
Northrop	$20,000	$1,979	$21,979	$15,000	$2,106	$ 17,106	$10,000	$2,286	$12,286
Page	$20,000	$1,873	$21,873	$15,000	$1,993	$ 16,993	$10,000	$2,163	$12,163
Phillips West	$20,000	$75,030	$95,030	$15,000	$79,845	$ 94,845	$10,000	$86,666	$96,666
Powderhorn Park	$20,000	$62,541	$82,541	$15,000	$66,555	$ 81,555	$10,000	$72,240	$82,240

Neighborhood	2021 Network Fund	2021 Equitable Engagement Fund (up to)	2021 Total	2022 Network Fund	2022 Equitable Engagement Fund (up to)	2022 Total	2023-Ongoing Network Fund	2023-Ongoing Equitable Engagement Fund (up to)	2023-Ongoing Total
Prospect Park	$20,000	$3,100	$23,100	$15,000	$3,299	$ 18,299	$10,000	$3,581	$13,581
Regina	$20,000	$2,249	$22,249	$15,000	$2,393	$ 17,393	$10,000	$2,597	$12,597
Seward	$20,000	$25,216	$45,216	$15,000	$26,834	$ 41,834	$10,000	$29,126	$39,126
Sheridan	$20,000	$10,013	$30,013	$15,000	$10,655	$ 25,655	$10,000	$11,566	$21,566
Shingle Creek	$20,000	$2,450	$22,450	$15,000	$2,607	$ 17,607	$10,000	$2,830	$12,830
South Uptown	$20,000	$20,597	$40,597	$15,000	$21,919	$ 36,919	$10,000	$23,791	$33,791
St. Anthony East	$20,000	$25,632	$45,632	$15,000	$27,277	$ 42,277	$10,000	$29,607	$39,607
St. Anthony West	$20,000	$7,415	$27,415	$15,000	$7,891	$ 22,891	$10,000	$8,565	$18,565
Standish	$20,000	$7,362	$27,362	$15,000	$7,834	$ 22,834	$10,000	$8,504	$18,504
Stevens Square-Loring Heights	$20,000	$48,046	$68,046	$15,000	$51,129	$ 66,129	$10,000	$55,497	$65,497
Sumner-Glenwood	$20,000	$25,074	$45,074	$15,000	$26,683	$ 41,683	$10,000	$28,962	$38,962
Tangletown	$20,000	$3,010	$23,010	$15,000	$3,204	$ 18,204	$10,000	$3,477	$13,477
University	$20,000	$13,809	$33,809	$15,000	$14,695	$ 29,695	$10,000	$15,951	$25,951
Ventura Village	$20,000	$85,601	$105,601	$15,000	$91,094	$ 106,094	$10,000	$98,876	$108,876
Victory	$20,000	$7,981	$27,981	$15,000	$8,493	$ 23,493	$10,000	$9,219	$19,219
Waite Park	$20,000	$1,037	$21,037	$15,000	$1,104	$ 16,104	$10,000	$1,198	$11,198
Webber-Camden	$20,000	$58,130	$78,130	$15,000	$61,860	$ 76,860	$10,000	$67,145	$77,145
Wenonah	$20,000	$4,619	$24,619	$15,000	$4,915	$ 19,915	$10,000	$5,335	$15,335
West Calhoun	$20,000	$6,619	$26,619	$15,000	$7,044	$ 22,044	$10,000	$7,645	$17,645
Whittier	$20,000	$119,703	$139,703	$15,000	$127,384	$ 142,384	$10,000	$138,266	$148,266
Willard-Hay	$20,000	$67,269	$87,269	$15,000	$71,586	$ 86,586	$10,000	$77,701	$87,701
Windom	$20,000	$7,000	$27,000	$15,000	$7,449	$ 22,449	$10,000	$8,085	$18,085
Windom Park	$20,000	$13,827	$33,827	$15,000	$14,715	$ 29,715	$10,000	$15,972	$25,972
Neighborhood System Total	**$1,680,000**	**$1,870,000**	**$3,550,000**	**$1,260,000**	**$1,990,000**	**$3,250,000**	**$ 840,000**	**$2,160,000**	**$ 3,000,000**

*Amounts shown above do not include Partnership or Consolidation & Shared Services Fund and are dependent on annual City Council Budget actions.

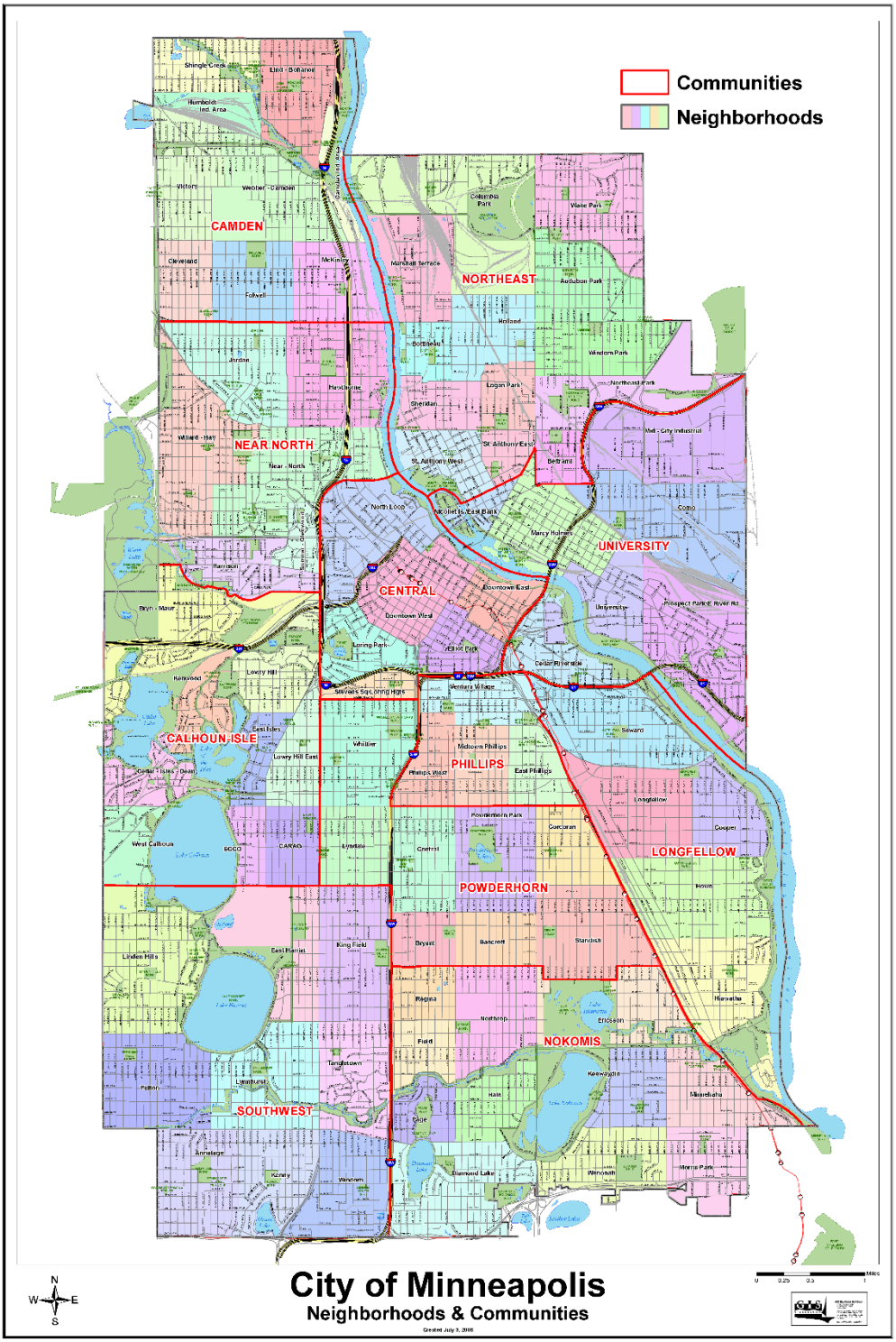
Suggested Funding per Neighborhood in 2021 and 2023





*Maps created by the University of Minnesota Center for Urban and Regional Affairs

Minneapolis Communities and Neighborhoods Map



Citywide Neighborhood Network Fund

Program Overview

The City of Minneapolis is comprised of 84 residential neighborhoods. In the last thirty years, the City has made substantial investments in its network of neighborhood organizations, covering all 84 neighborhoods. Each neighborhood organization is a private, independent 501(c)3 or 501 (c)4 organization, meeting the State of Minnesota's definition of a nonprofit organization.

The Minneapolis 2040 Comprehensive Plan (Minneapolis 2040) has fourteen goals adopted by City Council, including 100 policies with corresponding action steps. The fourteenth goal of Minneapolis 2040 is, "In 2040, Minneapolis will have an equitable civic participation system that enfranchises everyone, recognizes the core and vital service neighborhood organizations provide to the City of Minneapolis and builds people's long-term capacity to organize to improve their lives and neighborhoods."

The purpose of a neighborhood organization is to engage and mobilize residents to address issues within their geographic areas. The City of Minneapolis recognizes that neighborhood organizations can uniquely identify local issues and opportunities, enabling more residents to engage.

Minneapolis benefits from a robust network of neighborhood organizations, which this core funding allocation and program ensures. Participation in the Citywide Neighborhood Network Fund also confirms eligibility for the additional funding programs found in this portfolio.

Program Purpose

Neighborhood-level community organizing and the neighborhood organizations that support it play a critical role in keeping residents informed, connected to their community and empowered to guide and influence decisions that affect their lives. Through past and current efforts, neighborhood organizations have helped improve safety, celebrate diversity, build community, preserve housing stock, promote economic vitality, foster a sustainable environment and improve health throughout the city.

The purpose of this fund is for the continuation of the citywide network of independent, nonprofit neighborhood organizations supporting every resident's ability to engage in grass-roots activities, work on neighborhood-identified priorities and partner with the City. The program also aims to continue funding for neighborhood organizations' community engagement programs while providing oversight and structure for the use of public funds (Minneapolis 2040, Goal 14, Policy 100, "Place-based Neighborhood Engagement").

Eligible Organizations

An eligible organization will:

- Represent a geographically-defined neighborhood (in its entirety) within Minneapolis as identified by the most current Minneapolis Communities and Neighborhoods Map as amended and approved by the City Council (see Minneapolis Communities and Neighborhoods Map).
- Provide for the participation of all segments of the neighborhood, including, but not limited to, homeowners, renters, property owners, business owners, people with disabilities, immigrants, non-English speakers, low-income residents and people of color.

- Ensure that membership in the organization is open to all residents and business owners of the geographically defined neighborhood. Neighborhood organizations may not impose membership dues or require attendance at a certain number of meetings before voting rights can be conferred.
- Hold regular open meetings and take positive steps to encourage all interested parties to attend and participate. An organization may only hold closed meetings in cases of labor-management and legal disputes.
- Meet State of Minnesota requirements for nonprofits.
- Operate in a manner that allows any resident of Minneapolis to fully participate.
- Ensure equity in its decision-making process and resource allocation.
- Be accountable to the residents of Minneapolis.
- Create a sense of place and pride for communities.
- Operate with transparency in its finances, programming and operations.
- Collaborate and partner with other neighborhood organizations, community organizations and the City of Minneapolis.
- Agree to the City of Minneapolis Neighborhood and Community Relations Department's Audit Policy.
- Meet the minimum standard of its bylaws as submitted to NCR at time of application.
- Host an annual meeting and conduct fair and open elections for its board of directors.
- Have the capacity to properly manage and account for grant funds. This includes, but is not limited to, being current on all reporting on any previous Community Participation Program (CPP) grants.
- History of complying with City of Minneapolis funding guidelines.

Organizations that primarily represent the interests of one segment of the neighborhood or concentrate primarily on one issue (such as homeowner associations, rental property owner associations or business associations) are not eligible for funding through the Citywide Neighborhood Network Fund. If a geographic area is not represented by a recognized neighborhood organization, another eligible organization may apply for the Neighborhood Network Funds.

Eligible Activities

Funds may be used to cover costs such as:

- Staff, office space, supplies, communications, accounting and related services, travel, training or other educational pursuits in connection with Citywide Neighborhood Network Fund participation and consultant fees that directly relate to activities for the program.
- Community organizing, outreach programs and neighborhood planning activities.
- Communications, such as newsletters and newspapers.
- Americans with Disabilities Act (ADA) compliance, language translation and interpretation services.
- Neighborhood events and placemaking activities if the activity's purpose is to develop new leadership by raising neighborhood awareness and community involvement in the organization's planning and program implementation.
- Small equipment purchases. (In the event of dissolution or insolvency of a recognized neighborhood organization, the City may reclaim equipment purchased with City funds, retrieve copies of

organizational records required to fulfill all City contracts and to help facilitate the forming of a new organization to represent the neighborhood.)

- Fundraising expenses if the revenue will be used to support community engagement activities consistent with these guidelines, or if revenue will be used to support the implementation of Neighborhood Priority Plans or Neighborhood Revitalization Program (NRP) Neighborhood Action Plans.
- Administrative costs associated with Equitable Engagement funds.
- Other activities consistent with the purposes of these guidelines.

Citywide Neighborhood Election Day

NCR will establish, and provide assistance (when requested), a citywide neighborhood election day to increase neighborhood board election awareness and help educate the public about neighborhood organizations. Neighborhood organizations with be invited to participate in the citywide neighborhood election day.

Accountability

Organizations will be responsible for adhering to the expectations listed in Neighborhood Organization Recognition Requirements.

Neighborhood organizations will report annually on the impact of their activities. An annual report will be submitted to NCR and available to all residents.

Eligibility Status Review

Neighborhood organization eligibility will be reviewed every three years alongside their funding application. This status review allows the neighborhood organization, with extensive NCR staff support, to come into compliance with program guidelines. Neighborhood organizations may be placed on probation by the NCR Deputy Director. Reasons for probation can include, but are not limited to:

- Financial concerns – demonstrated deficiencies that are significant;
- Audit concerns – issues that are detrimental to the organization;
- Failure to properly engage residents, stakeholders over an extended period;
- Failure to provide adequate and accurate information in a timely manner;
- Legal issues; and
- Evidence of exclusionary practices.

Organizations that fail to make corrections during the probationary period may, at the discretion of the NCR Director, have their eligibility revoked.

If a neighborhood organization would like to appeal the decision of the NCR Director, they may do so in writing to the City Coordinator. Appeals should be made within 45 days of notification of the decision to revoke eligibility and should include the following:

- Reason for appeal; and
- Evidence that contradicts the facts used as a basis for the eligibility status decision.

The City Coordinator, or their designee, will convene an appeals panel to investigate, interview and recommend a course of action. The City Coordinator will respond, in writing, to the organization and to NCR within 60 days of receiving the appeal.

Applications and Funding Cycles

Applications will be due on a three-year cycle. Program metrics will be reviewed annually through the Annual Report. Funding will be released on an annual basis. See Neighborhood Funding Transition Plan.

The amount of base funding allocated to the Citywide Neighborhood Network Fund is dependent on City Council's determined allocation during the budget process at the beginning of each three-year cycle.

Neighborhood Organization Recognition Requirements

The City of Minneapolis will recognize neighborhood organizations as independent nonprofits as recognized by the State of Minnesota. Neighborhood organizations will maintain policies and procedures that support organizational health, sustainability, transparency and accessibility.

Resident Engagement Activities

Engagement Activities

- ☐ The organization meaningfully engages all residents regarding major activities.
- ☐ The organization meaningfully engages residents not currently engaged, such as renters, people of color, low income residents, immigrant and refugees, people with disabilities, expanding participation in the organization.
- ☐ Diverse communities are included in the organization's decision-making processes.
- ☐ Engagement activities are varied and documented.
- ☐ The organization maintains a current website or social media platforms.

Plan Modifications and Development for Other City Funding Sources

- ☐ The organization has documented outreach activities related to the process.
- ☐ Board members can describe the outreach activities conducted related to the process.
- ☐ The organization can demonstrate how underrepresented communities have been meaningfully engaged.

Policies and Procedures

Financial Policy and Procedures

- ☐ The board can demonstrate that they have reviewed the current files on a regular basis.
- ☐ The organization has current financial policies and procedures.
- ☐ The organization has a current organizational budget, approved by the Board of Directors.

Personnel Policy and Procedures

- ☐ The organization has current personnel policies (e.g. an employee handbook).
- ☐ The board can demonstrate that they have reviewed the current personnel policies.
- ☐ The current personnel policies include or address:
    - Contract(s) with contractors.
    - Waiver for workers compensation and unemployment insurance.
    - Worker's compensation and unemployment insurance (if applicable).
    - Equal Opportunity Employment/Affirmative Action Policy.
    - Whistleblower policy.

Operations Manual

- ☐ The organization has a current operations manual.
- ☐ The board can demonstrate that they have reviewed the current operations manual.

Financial Accountability

Accounting/Bookkeeping

- ☐ Financial reports are easy to read and understand.
- ☐ Accountant is qualified.
- ☐ Accounting software is a standard, accessible product.

Supporting Document Review

- ☐ The organization can readily provide supporting documentation for financial transactions.
- ☐ The organization can demonstrate that more than one board member has reviewed payments.
- ☐ The organization can readily access check numbers matched with amount and payment request.
- ☐ The board can verbally describe how a reimbursement request follows organizational policy.

Audit or Agreed Upon Procedures (AUPs)

- ☐ The board can demonstrate that they have reviewed and approved the most recent audit or AUP findings.
- ☐ The board can demonstrate that they have addressed significant findings raised in an audit or AUP.

Organizational Accountability

Organizational bylaws

- ☐ Bylaws comply with recognized neighborhood organization requirements.

Required filings for nonprofits

- ☐ Evidence of tax filings.
- ☐ Evidence of Secretary of State filing.
- ☐ Evidence of current registration and annual report with the Attorney General's Office.
- ☐ Evidence of 1099 for contractors.

Insurance Requirements (if applicable)

- ☐ Workers compensation.
- ☐ Directors and officers insurance.
- ☐ General liability insurance meeting City requirements ($2 million aggregate).

Americans with Disabilities Act Policy

- ☐ Policy is current and on file with NCR.

Language Access Policy

- ☐ Policy is current and on file with NCR.

Equitable Engagement Plan

- ☐ Plan is current and reviewed on an annual basis.

Board of Directors

Board member duties and descriptions

- ☐ Board of directors
    - Board duties and responsibilities.
    - Board development plan.
    - Board training.
    - Have no more than 25% of the board serve more than six consecutive years.
    - May allow ex-officio non-voting members (optional).
- ☐ Board members are trained on the roles and fiscal responsibilities.
- ☐ Board has a strategic plan for funding.

Equitable Engagement Fund

Program Overview

The Equitable Engagement Fund supports neighborhood organizations to engage historically underrepresented or under-engaged residents meaningfully and effectively in decision-making at the local level.

Engagement that is community-led, with strong participation creates a sense of belonging and ownership in neighborhoods and gives a sense of place.

Program Purpose

The purpose of this program is to ensure neighborhood organizations are engaging historically underrepresented residents meaningfully and effectively on policies and programs that impact them and in decision making at the local geographic level, with a focus on furthering equity. The Equitable Engagement Fund is available to eligible neighborhood organizations and the funding amount is based on a formula that promotes equity.

Through the citywide network of recognized neighborhood organizations, residents can access information, identify issues that are important to them and participate in civic decision-making at the local level.

Some examples of how the Equitable Engagement Fund can be used can be found in the fourteen identified goals or 100 priority policies listed in the adopted Minneapolis 2040 plan. Details can be found at: https://minneapolis2040.com/policies/.

Eligible Organizations

Organizations must be officially recognized by the City of Minneapolis' Citywide Neighborhood Network Fund may apply for this program.

Eligible Activities

Funds may be used to cover costs such as staffing, printing and production, fees for professional services and engagement activities furthering any of the above-mentioned program goals.

Accountability

Neighborhood organizations will report annually on the impact of their activities. An annual report will be submitted to NCR and available to all residents.

Engagement Plan

Neighborhood organizations, as part of the application for funding each cycle (or as part of the Citywide Neighborhood Network certification process) must submit an engagement plan. At a minimum, this plan must describe the organization's plan to:

- Use data to identify residents that are currently under-engaged in the organization's work and activities;
- Identify meaningful and relevant strategies to engage residents who have not been participating in the organization;
- Identify who in the organization will be responsible for carrying out the strategies listed;
- Describe and explain both with process and data, how all residents in the community were included in the decision-making process used to select the program and project;
- Include how identified residents will be involved throughout the program or project's implementation and in the organization's future decision-making; and
- Identify engagement measurements and outcomes.

The City will ensure training and technical assistance to support equity work is provided to recognized neighborhood organizations.

Criteria

Criteria used to evaluate proposed activities for Equitable Engagement Fund funding include:

- The value of neighborhood organization contributions, financial and otherwise, in proportion to the amount requested.
- The people who will directly benefit from the project are actively involved in its development, decision-making process and implementation.
- Many of the impacted area residents and businesses are involved in and supportive of the project.
- Measurable benefits, well-planned, realistic work plan and time table.
- Probable long-term benefits to the neighborhood from the project.
- Innovative approach to a basic need that involves new ways for people to work together.
- The benefits to low- and moderate- income people and a plan for outreach to these residents.
- The ability to manage the project, both while the work is being done and after it is completed.
- The ability to show results within six months of startup and to complete the project within eighteen months.
- Demonstrated partnerships with other neighborhood and/or community-based organizations.
- History of complying with City of Minneapolis funding guidelines.

Applications and Funding Cycles

Funding will be made for a three (3) year cycle. Applications include a description of activity, project or program that will be designated, designed and implemented. Applications will include an engagement plan, and projected timeline and milestones. Applications will be reviewed by a panel of multi-departmental city staff. Funding will be released on an annual basis.

Program metrics will be reviewed annually through an annual report. If program milestones are not being met, funding may be delayed or denied.

Each neighborhood has a maximum equitable engagement fund allocation based on an equity formula. Please see funding allocations on pages 5 – 7.

Unused Funds

Funds are expected to be utilized in the fiscal year of application. Any unused funds, at the discretion of the NCR Director, will be placed in the general fund of the program one year after application deadline. Neighborhood organizations may seek a waiver or exception if extraordinary circumstances exist.

Partnership Engagement Fund

Program Overview

This program is intended to increase participation of historically underrepresented or under-engaged residents through collaborations and partnerships between community-based organizations (CBOs) and neighborhood organizations.

Program Purpose

The Partnership Engagement Fund is available to Community based organizations and recognized neighborhood organizations that partner to engage historically underrepresented residents meaningfully and effectively on policies, programs or projects that impact them and in decision-making with a focus on furthering equity. This fund is intended to further the city's goals as stated in the Strategic Racial Equity Action Plan and Minneapolis 2040. "The people of Minneapolis will be socially connected, healthy and safe."

Partnerships will identify which of the following City goals their activity will further:

1. Minneapolis will see all communities fully thrive regardless of race, ethnicity, gender, country of origin, religion, or zip code having eliminated deep-rooted disparities in wealth, opportunity, housing, safety and health.
2. Minneapolis will have more residents and jobs, and all people will equitably benefit from that growth.
3. All Minneapolis residents will be able to afford and access quality housing throughout the city.
4. All Minneapolis residents will have the training and skills necessary to participate in the economy and will have access to a living-wage job.
5. The people of Minneapolis will be socially connected, healthy and safe.
6. Minneapolis will enjoy a high-quality and distinctive physical environment in all parts of the city.
7. The physical attributes of Minneapolis will reflect the city's history and cultures.
8. Minneapolis will have the creative, cultural and natural amenities that make the city a great place to live.
9. All Minneapolis residents will have access to employment, retail services, healthy food, parks and other daily needs via walking, biking and public transit.
10. Minneapolis will be resilient to the effects of climate change and diminishing natural resources and will be on track to achieve an 80% reduction in greenhouse gas emissions by 2050.
11. Minneapolis will have healthy air, clean water and a vibrant ecosystem.
12. Minneapolis will remain the economic center of the region with a healthy, sustainable and diverse economy.
13. Minneapolis City government will be proactive, accessible and fiscally sustainable.

Eligible Organizations

Nonprofit organizations that meet the state's requirement for 501(c)3 status. Organizations must have a partnership with an officially recognized Citywide Neighborhood Network organization.

Eligible Activities

Funds may be used to cover costs such as staffing; printing and production; fees for professional services including technical assistance and engagement activities furthering any of the above-mentioned program goals.

Accountability

Organizations will report annually on the impact of their activities. An annual report will be submitted to NCR and available to all residents.

Criteria

Criteria used to evaluate proposed activities include:

- Community-based organizations partnership with neighborhood organizations.
- Residents who will benefit from the project are actively involved in its implementation.
- Measurable benefits, well-planned, realistic work plan and time table.
- Innovative approach to a community need that involves new ways for residents to engage and work together.
- Ability to manage the project, both while the work is being done and after it is completed.
- Ability to show results within six months of startup and to complete the project within eighteen months.
- History of complying with City of Minneapolis funding guidelines.

Applications and Funding Cycles

Applications will be made available on an 18-month cycle. Technical assistance will be made available through NCR. Applicants will need to have an account as a "bidder" with the City of Minneapolis eSupplier Portal.

If program milestones are not being met, contracts may be cancelled.

See Overview of Funding Programs and Structure for more information.

Collaboration and Shared Resources Fund

Program Overview

Minneapolis seeks to provide technical and financial assistance to neighborhood organizations that voluntarily wish to consolidate or share resources.

Program Purpose

The goal of the program is to provide sufficient resources to support neighborhood organizations' voluntary consolidation efforts or the sharing of resources. The intent is to maintain the long-term feasibility of the place-based neighborhood network system; and, provide technical and financial assistance to neighborhood organizations that want to consolidate or share resources with each other. This is intended to be a temporary fund covering the three-year transition period (2021 to 2023).

Eligible Organizations

Recognized Citywide Neighborhood Network Fund neighborhood organizations (see Eligibility Status Review).

Eligible Activities

Funds may be used to cover costs such as staffing, printing and production, fees for professional services including technical assistance and engagement activities furthering consolidation and shared resource efforts.

Accountability

Organizations will submit a progress report annually describing the impact and success of their activities.

Criteria

Criteria used to evaluate proposed activities include:

- Two or more neighborhood organizations seek to consolidate into one multi-neighborhood.
- People who will benefit from the project are actively involved in its implementation.
- Measurable benefits, well-planned, realistic work plan and time table.
- Ability to manage the project, both while the work is being done and after it is completed.
- Ability to show results within six months of startup and to complete the project within three years.

Applications and Funding Cycles

Applications can be accepted anytime throughout the transition period and can be up to three (3) years in duration.

If milestones are not met, funding may be denied.

Please see Neighborhood Organization Recognition Requirements for more information.

Questions and Comment Opportunities

Public Informational Meetings

March 9: 6:00 p.m. – 8:00 p.m.
University of Minnesota – Urban Research and Outreach-Engagement Center (UROC)
2001 Plymouth Avenue North
Minneapolis, Minnesota 55411

April 2, 2020: 6:00 p.m.-8:00 p.m.
Northeast Recreation Center (multipurpose room)
1530 Johnson Street Northeast
Minneapolis, Minnesota 55413

Email

Neighborhoods2020@minneapolismn.gov

Phone

General Comments: 612-673-3737

Text Messaging and Voicemail

Español: (612) 404-2978

Hmoob: (612) 367-6548

Soomaaliga: (612) 404-2978

English: (612) 518-8743

US Postal Service Mail

Neighborhood and Community Relations
105 Fifth Avenue South, Suite 425
Minneapolis, Minnesota 55401

Public comments must be submitted by 12:00 midnight on April 17, 2020.