
Page 2: Organization Information

Q1

Neighborhood Organization Information

Main Contact Name	Maggie Zawasky
Organization Name	East Harriet Farmstead Neighborhood Association
Organization Address:	4101 Harriet Avenue
City	Minneapolis
State	MN
Organization ZIP:	55409
Organization Email Address:	info@eastharriet.org
Organization Phone Number:	6124309161

Q2

WEBSITE AND SOCIAL MEDIA

Website	https://www.eastharriet.org/
Facebook	https://www.facebook.com/EastHarriet
Other	https://www.instagram.com/eastharrietmpls/

Q3

When and where do you hold your monthly board meetings?

We hold the board meetings in-person at the Lyndale Farmstead Recreation Center and online via Zoom every first Wednesday of odd months.

Q4

Date of Board approval

After your board reviews this **03/01/2024** draft annual report, please provide the approval date or the anticipated approval date if not yet approved. Meeting minutes may be requested by NCR.

Page 3: Updated Documents

Q5

Upload your Certificate of Insurance for liability insurance

EHNA%20-%20Certificate%20of%20Insurance%20-%20General.pdf (22.9KB)

Q6

Upload your Certificate of Insurance for Directors and Officers Insurance

EHNA%20-%20Certificate%20of%20Insurance%20-%20Directors.pdf (20KB)

Q7

Upload an update board list

EHNA%20-%20Board%20List.pdf (171.3KB)

Q8

Upload your overall organizational budget

EHNA%20-%20Budget.pdf (58.8KB)

Page 4: Staffing

Q9

Indicate the POSITION TITLE of each PAID EMPLOYEE OR CONTRACT STAFF (excluding professional services such as accounting, legal, etc.)

Position Title #1

Coordinator

Q10

Please indicate below the AVERAGE HOURS PER WEEK of each paid staff (excluding separate professional services such as accounting, legal, etc.)

#1 Hours/Week **9.0**

Q11

Respondent skipped this question

Please share the name of your accountant or bookkeeping service provider.

Q12

Respondent skipped this question

IF NEEDED, PROVIDE ADDITIONAL INFO BELOW: Note if any positions are seasonal, temporary, etc.

Page 5: Stakeholder Engagement - Outreach & Engagement

Q13

MEETINGS (Check all that apply)

- Held regular committee meetings or discussion groups that are open to all stakeholders**
 - 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 projects**
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Q14

Respondent skipped this question

DOOR-TO-DOOR - with goal of face-to-face engagement (Check all that apply)

Q15

Approximately HOW MANY HOUSEHOLDS DID YOU REACH through door-knocking last year?

0

Q16

FLYERING - Dropping literature at doors (Check all that apply)

- 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**
-

Q17

Approximately HOW MANY HOUSEHOLDS DID YOU REACH through flyering last year?

2003

Q18

EVENTS (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).

Q19

COMMUNICATION (Fill in all that apply)

Print newsletter (share frequency and distribution size)

once to kickoff quarterly newsletter series; 2003 households

Email newsletter (share frequency and subscriber total)

monthly; 550 subscribers

Primary social media [facebook, twitter, or other] (share posting frequency and subscriber count)

weekly; Facebook (173 followers), Instagram (180 followers)

Q20

OTHER (Check all that apply)

Conducted at least one community-wide survey (such as a random sample or all-household survey)

Q21

Please provide an ESTIMATE OF VOLUNTEER HOURS PROVIDED to your organization last year. (see Volunteer Hour Tracking Guide for suggested ways to calculate this.)

150

Q22

HOW DID YOUR ORGANIZATION REACH OUT TO UNDERREPRESENTED GROUPS IN YOUR NEIGHBORHOOD? (Check all that apply)

Worked on an issue of particular interest to an underrepresented group within the neighborhood

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Targeted outreach in apartment buildings or blocks to reach renters

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Targeted tabling at other events or locations (such as farmers markets, cultural events, etc.)

,

Reviewed participation activities, and identified new leaders and volunteers for volunteer, committee and board participation

,

Met with other agencies in the community that work closely with underrepresented constituencies in the neighborhood

Q23

WHAT CITY SERVICES AND SUPPORTS DID YOUR ORGANIZATION USE? (Check all that apply)

Did your staff or board members attend any monthly Citywide Neighborhood Meetingd?

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Did your organization have City staff attend any of your board or community meetings to present and engage residents?

Page 6: Equitable Engagement and 2024 Timeline & Goals

Q24

Referencing the QUANTITATIVE GOALS section of your EQUITABLE ENGAGEMENT PLAN, share your progress on the goals, sharing both success and lessons learned.

To increase engagement with renters and seniors (for the resources/events in the neighborhood), we distributed a printed quarterly newsletter to all 2,003 residents in December 2023. We also organized door hangers for all residences to increase awareness about the Annual Meeting.

Also towards the goal of renter engagement, the Board mailed out a letter to property managers in the hopes of connecting to partner on initiatives to improve renter experience.

Lastly, we have two new senior board members and 1 renter board member from this year's efforts.

Q25

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 REACH RESIDENTS and others?

The printed newsletter drew in interest from 5 new people for involvement with the Board!

Q26

Share a timeline of proposed events and activities for 2024(Format by quarter or month as you prefer. Example: “Jan-March: -Plan spring outreach event)

January-April: Finalize Committee structure and priorities, prepare for Annual Meeting, get Newsletter out, send Monthly e-newsletters
May: Annual Meeting
June-August: prepare for Fall event
September: Fall event
October-November: prepare for Kite Festival

Q27

Share your 2024 Equitable Engagement Qualitative goals(Make your goals SMART: Specific, Measurable, Achievable, Relevant, and Time-Bound)

Low-income: assist a minimum of three low-income renters (as allowed, or using non-City funds)
Renters: increase engagement by 20% in 2024
Seniors: host 1+ event in an easily accessible spot for East Harriet seniors

Page 7: Neighborhood Day 2024

Q28

On May 11, 2024, we are hosting...

**Board Elections,
Annual Meeting**

Q29

Date, time, and location of your Event(Ex. May 11 from 9am to 7pm at Community Rec Center, 1234 Broadway Ave, continuing through May 21)

May 11th from 9-11 am at The Lakehouse Healthcare and Rehabilitation Center, 3737 Bryant Avenue South

Q30

Webpage for your event (Board elections, annual meeting, or other event)

<https://www.eastharriet.org/eventscalendar>

Q31

Respondent skipped this question

Date of your Annual MeetingIf you aren't hosting your board elections on Neighborhood Election Day, please share the exact or approximate date of your upcoming annual meeting.

Q32

Respondent skipped this question

Upload an Event image We will use this on the citywide map of Neighborhood Day to promote your event information. (See the 2023 map example)

Page 8: Program Highlights

Q33

Equitable Engagement

What category best describes the highlight you'd like to share?

Q34

Write 2-3 paragraphs describing a highlight from 2023 related to the topic above.

Engagement with the Board was a challenge coming into 2023. With the President taking the lead on this effort, the Board was revitalized to engage new Committee Chairs as well as overall Board members. People stepped up from the neighborhood taking on leadership roles with the Board inspired by their positive experiences on committees and have mentioned how much more pleasant the work is now with an engaged Board and a new Coordinator brought on in 2023.

Q35

Attach a photo related to the highlight you shared in the story above.

EHNA%20Open%20Streets%202023.jpeg (289KB)

Q36

Respondent skipped this question

What category best describes the second highlight you'd like to share? (Optional)

Q37

Respondent skipped this question

Write 2-3 paragraphs describing a second highlight from 2023 related to the topic above. (Optional)

Q38

Respondent skipped this question

Attach a photo related to the highlight you shared in the story above.
