

## Report to the NRP Policy Board

FROM: David Rubedor

DATE: February 11, 2012

SUBJECT: Draft *Preparation and Processing of Neighborhood Priority Plans Policy* and Draft Revisions to *Changing Approved Neighborhood Action Plans Policy*

### Action Requested:

Receive and circulate for 45-day review and comment by Minneapolis neighborhood organizations

**Background:** We are submitting for your review two draft policy documents to be circulated for 45-day review and comment by Minneapolis neighborhood organizations: (1) the draft *Preparation and Processing of Neighborhood Priority Plans Policy* which would be a new policy; and (2) the draft *Changing Approved Neighborhood Plans Policy* which would amend the existing NRP Policy on Changing Approved Neighborhood Action Plans, last amended by the NRP Policy Board on November 19, 2007.

Between December 2011 and April 2012, the City Council took several actions to incorporate the NRP program into the City of Minneapolis, re-establish the NRP Policy Board, and approve the Community Participation Program (CPP) Guidelines and funding allocations. Through the revised NRP ordinance, the Community Participation Program was established as a continuation of NRP, bringing the program under the NRP framework. To further the work of incorporating the CPP into the NRP, the Neighborhood and Community Relations Department (NCR) recommends adopting a new policy for Preparation and Processing of Neighborhood Priority Plans, and revising the existing NRP Policy on Changing Approved Action Plans. This is similar to work done by the NRP Policy Board to assist neighborhood organizations in the transition from Phase I to Phase II of NRP.

### The Draft Preparation and Processing of Neighborhood Priority Plans Policy

The attached draft Preparation and Processing of Neighborhood Priority Plans Policy is proposed to be a new policy that follows the model of previous NRP policies that provide direction to neighborhood organizations and NCR on the process for review and approval of Neighborhood Action Plans. This policy identifies the process of receiving and approving Neighborhood Priority Plans. This draft policy includes:

1. process goals;
2. checkpoints for neighborhoods to request review of draft priorities from NCR;
3. the process by which NCR will request review and comment by City departments and other partners;

4. the requirements for approval of priorities by a neighborhood;
5. the process NCR will use to inform City leaders of Neighborhood Priority Plans; and
6. the process for presenting plans to the NRP Policy Board and authority for approval of plans.

### The Draft Revised Changing Approved Neighborhood Plans Policy

The attached Draft Revised Changing Approved Neighborhood Plans Policy is closely connected to the Preparation and Processing of Neighborhood Priority Plans Policy. The draft revisions provide a framework for neighborhood organizations for adopting proposed modifications to a neighborhood plan, including developing the criteria for demonstrating broad community support for Neighborhood Priority Plans.

The goals of the proposed revisions are to:

1. provide a consistent framework for approval of or changes to Phase I and Phase II Neighborhood Action Plans, and Neighborhood Priority Plans;
2. provide a simplified set of criteria for approving new plans or approving changes to existing plans; and
3. reduce the amount of time required for final approval in cases of larger plan modifications.

**Providing a consistent framework:** Under the proposed amendments to the *Changing Approved Neighborhood Plans Policy*, neighborhood organizations would follow the same guidelines for approving neighborhood plans as for approving modifications to an existing plan. For the neighborhood organization, this would entail either:

- 21-day notice to the community, and board vote for reallocations of \$25,000 or less, or for minor language changes that do not change the intent of the strategy;
- 21-day broad notice to the community, demonstration of broad-based community support for plan modifications, and board vote for allocations of greater than \$25,000, or that make a substantial change to the intent or language of a strategy or priority, creates entirely new strategies or priorities, or requests an increase to the commitment of funds to the neighborhood.

The policy defines how a neighborhood organization can demonstrate “broad-based community support.”

Most plan modifications can be administratively approved by the NCR Director. The NCR Director may request NRP Policy Board approval for reallocations greater than \$100,000. Plan modifications that create new strategies or increase in the commitment of funds to a plan would continue to require NRP Policy Board and City Council approval.

**RESOLVED, that the NRP Policy Board receive and circulate for 45-day review and input by Minneapolis neighborhood organizations the proposed draft *Preparation and Processing of Neighborhood Priority Plans Policy* and the draft revisions to *Changing Approved Neighborhood Plans Policy*.**