

Work group reporting to the CRC BOD Officers and ED that is a part of the annual work plan.

CapitolRiver Council Committee or Workgroup Application Form

DIRECTIONS:

- Complete the application form to the best of your ability. The CRC Executive Director and/or the Board of Directors' Secretary are happy to assist you.
Contact information:
 - a. Jon Fure, Executive Director office@capitolrivercouncil.org
651-707-7757
 - b. Judy Miller, Secretary jmkmam@comcast.net, 651-276-1826
- Submit the application to the CRC Executive Director.
- The CRC Officers meet on the second Friday of each month. The Executive Director will put your application on the next officer's meeting agenda. The officers will review the application and respond to you within three working days with one of the following dispositions:
 - a. More time is needed for officer consideration Date we will get back to you:
 - b. Application denied / not consistent with the CRC's mission or scope of work
 - c. Referral back to you for addition information / modification which may include plans for community input, budget / logistics plans, and /or outcome evaluation
 - d. Application approved for consideration by the CRC Board of Directors. Your application will be forwarded to the CRC Board of Directors on xx/xx/xxxx. You will be invited to this meeting to present your application and respond to questions.

APPLICATION

Date of Application to the CRC: 02/11/2022

Person/s Completing the application

- Alan Ostergaard
- Alyssa Binsfield
- Jon Fure
- Judy Miller
- Kathy Blair
- Kathleen O'Neill
- Merrit Clapp-Smith

This is an application for a standing work group of the CRC BOD Officers and the ED that is a part of the annual work plan for the CRC.

Name of Proposed Group	DownTown Saint Paul: A Place to Call Home <i>Listening to each other!</i>
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<p>Purpose statement and goals of the group (what you want to accomplish?)</p>	<p>DOWNTOWN: A PLACE TO CALL HOME</p> <p>The CRC will systematically, and regularly bring together ALL District 17 residents and stakeholders to engage in listening sessions for two main purposes:</p> <ol style="list-style-type: none"> 1. To get to know one another as neighbors and build community connections. 2. To identify what makes our downtown neighborhood unique and livable, to identify our concerns and what is missing and to identify ways we can build more connections. <p>Learnings from these sessions will be shared with the city and with one another to promote the health, safety and well-being of all.</p> <p>Community Feedback received from these listening sessions will be shared with the city, CRC board and the community.</p> <p>This feedback will inform the creation of annual CRC work plan goals and projects that address assets, livability and concerns, and that promotes the overall health, safety and well-being of all residents.</p> <p>Furthermore, this community feedback will indicate on-going opportunities for building community connections.</p>
<p>How is this group consistent with the CRC's purpose & values including equity and accessibility (see below) ?</p>	<p>The work of this group relates directly to the CRC's primary purpose, engagement of the residents and stakeholders in downtown St. Paul. The team is committed to designing a project that will listen to ALL residents in an inclusive and welcoming manner. We are also committed to transforming what we learn into recommendations and actions that make St. Paul more liveable for everyone!</p>
<p>Resources Required (staff, volunteer, mailing, cash or donated item/s, etc).</p>	<p>Communications Plan</p> <p>Data Gathering and Reporting Plan</p> <p>Each session may require:</p> <ol style="list-style-type: none"> 1. Partners, co-sponsors and donors to cover out of pocket costs. Restaurants and other downtown businesses donating \$ or in kind donations. Consider grant applications. 2. A comprehensive event plan including <ol style="list-style-type: none"> a. necessary permits and City of St. Paul notifications including security/ safely b. Logistics plan which may include food, beverage, set-up, clean up, c. Sufficient CRC volunteers to cover logistics and data gathering d. theme/ program and plan for focus of data gathering
<p>Proposed</p>	<p>1. Presentation of this application to the CRC Officers on March</p>

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<p>Timeline</p>	<p>11, 2022.</p> <ol style="list-style-type: none"> 2. If approved, presentation (as informed by officer feedback and suggestions) to the full BOD at the February 15, 2022 meeting. 3. Establish a project implementation team adding other interested BOD members including directors and community members willing to support and guide fund-raising, co-sponsorship and in kind donation resources. 4. Establish a linkage with the City Planning and Economic Development Community Engagement Coordinator. 5. Establish a time-line, location, budget and implementation plan for the first two listening sessions. Assign two co-chairs for each session who will coordinate the planning with the executive director and call on the implementation team and the entire CRC BOD for involvement. 6. Establish a communications plan to include all owner occupied, rental, and shelter residential entities including as explanation of the CRC, the purpose and schedule of listening sessions, anticipated outcomes of listening sessions, and how to get involved. Implement this communication plan prior to the first listening event. 7. Establish data gathering mechanisms and data reporting formats for the first two sessions. Summarize and report data to the project implementation team and the CRC Officers. 8. Based on successful outcomes and learnings from the first two sessions, the Project Implementation Team will make a recommendation to the Officers for making listening sessions an ongoing activity of the CRC in a sustainable manner.
<p>How would the outcome of this group contribute to the CapitolRiver District</p>	<ol style="list-style-type: none"> 1. <i>The CRC would be proactive and be able to develop an annual work plan that reflects projects/goals directly related to the concerns and priorities raised by district 17 constituents.</i> 2. <i>CRC committee goals and projects could connect to the expressed concerns and priorities raised by district 17 constituents.</i> 3. <i>Listening sessions would reaffirm and operationalize our primary stated mission to engage diverse community members as active participants and stakeholders on community issues and concerns.</i> 4. <i>Listening sessions would be a source of recurring data for ongoing comparison that would measure community concerns and priorities and the CRC's response to these concerns and priorities.</i> 5. <i>Listening session data would be of value to the City of St. Paul planning and economic development through better understanding of the concerns and priorities of Downtown St. Paul residents.</i> 6. <i>Listening sessions will build an inclusive sense of community and encourage the participation of all city residents</i>

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	7. <i>Through partnering through co-sponsorship, volunteer, donation and in kind donation initiatives, downtown businesses (small and large), service organizations, and community agencies will be engaged with residents and seen and Downtown St. Paul valued partners.</i>
Any other information you would like the CRC to consider.	

CapitolRiver Council, an official advisory group to the City Council, represents and works in partnership with all District 17 stakeholders to act on urban planning and community building efforts as part of a shared vision ***to support sustainable, safe, healthy, and vibrant neighborhoods.***