



Irene Gomez-Bethke Papers.

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# Minnesota Latino Complete Count Committee

September 8th attendance list-Meeting held in Willmar

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+ Andrea Carruthers	ACMC 101 SW Willmar Ave	Willmar	MN	56201	320.214.6840		andreac@acmc.com

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CHICANO LATINO COUNCIL

61229712979

Irene Gomez-Bethke

## **ACTION PLAN FOR HISPANIC/ OTHER COMMUNITIES AND CENSUS 2000**

The following action plan is a rough draft for Hispanic and other communities in Partnership with Census 2000. My name is Irene Gomez-Bethke. Currently, I am pleased to work for the US Department of Commerce, Census Bureau, as a Community Partnership Specialist. I thought about the community, what needed to be included in this plan and then how I would need to respond. I asked myself what does the Community Partnership Specialist do? And what is the purpose of the Partnership program? The purpose of the Partnership program is to create awareness, reduce barriers, and encourage participation in the Census, especially, those communities that were undercounted in the past. The program serves to support Census operations conducted through the local Census offices.

My background has uniquely prepared me for this position since I bring to it extensive experience as an advocate, activist, artist, and community organizer. My life work has been in working for the common good and for peace and justice. I worked for many years as the executive director of a non-profit, tax-exempt, Hispanic cultural arts organization. I served on the Boards of many organizations, both Hispanic and non-Hispanic, such as the United Way of Minneapolis, Centro Legal, the MN Council of Non-Profits, to name a few. I also have the experience of working in City and State government. I was fortunate to have worked for Minneapolis Mayor Don Fraser. I acquired further knowledge when I was appointed the Human Rights Commissioner for the State of Minnesota. And just recently, I am proud to say that I served as the Interim Executive Director for the Chicano Latino Affairs Council, for the State of Minnesota.

As a Community Partnership Specialist, I will work with community-based organizations, governments, schools, religious groups and local businesses in areas with highly diverse populations. I will help them to implement their Agreements and identify area challenges for enumeration. The Hispanic community has specific concerns such as employment, confidentiality and language accessibility. Time and again, members of the Hispanic community have shared their concerns with me about the activities of the Immigration. The rounding up of people peacefully playing in a park, the raids that have occurred here in Minnesota and the fear those actions have generated are daunting barriers. My immediate action will be to talk to them about Title 13 and how this law protects the confidentiality of their response. I will assure them, that the Census Bureau cannot share their answers with the IRS, FBI, Welfare, Immigration or any other government body! Not even the president of the United States can access their responses! All of us who work for the Census are sworn to secrecy. We face a fine of \$5,000 and a five-year prison term if we give out any information.

The mistrust of government, fear of reprisal, prosecution and deportation are some of the reasons, Hispanics shy away from answering questions. Another barrier, is that English for some, is not their primary language, it is Spanish. Another factor, is the lack of knowledge about the federal funds that could benefit their community programs and services, one of the benefits, as a result of being counted. It is also important to speak about the empowerment of representation of a community that has been counted. They can be guaranteed the lack of representation, if they are not counted.

In the Partnership program, I will serve to actively spread the word through speeches, presentations and exhibits among key stakeholders, that the Census is safe! I have only been with the Census since March 15, and I have been meeting with various persons and organizations to form partnerships. We have discussed the need to develop an action plan organizing the Hispanic community and to identify individuals that would serve on a complete count committee.

As Census 2000 approaches, the Chicano, Hispanic, and Latino communities will be preparing for a variety of challenges and opportunities. Several interested groups that I spoke with would like to develop community activities related to the Census. One immediate opportunity is training community members to apply for employment in local Census offices. Another will be to begin creating community awareness of the importance of Census 2000, through educational and media activities. This would involve setting up a meeting of Chicano Latino organizations to learn about the Census. My timeline and goals began in April 1999 and they were the following:

1. Meet and form a Partnership with the Minnesota Chicano Latino Affairs Council.
2. Meet with at least three community based organizations for Partnerships and space.
3. They were; Chicanos Latinos Unidos En Servicios, Riverside Economic Development Association, and the West Side Citizens Organization. (Two became Partners.)
4. Meet with at least three clergy from various denominations Puerta Abierta, Methodist, Todos Los Santos, Lutheran, and El Santo Nino Jesus, Episcopalian.

I am happy to say that I was successful in recruiting, both in Minneapolis and Saint Paul; two community based organizations. They are R.E.D.A.; Riverview Economic Development Association, C.L.U.E.S.; Chicano Latinos Unidos En Servicios and also the State of Minnesota, Chicano Latino Affairs Council, to become Partners with the Census 2000. They have agreed to the following activities:

- Create awareness of the Census through their newsletters, distribution of posters, promotional materials, and use of other media.
- Create and organize a complete count committee by identifying and recruiting individuals willing to serve on this important committee.
- They are donating space for meetings, for office space, for testing and training.
- They are providing liaison staff to work with the Census 2000.
- They are willing to invite groups, religious, business, civic and others to gather and work towards forming an Hispanic Complete Count Committee.
- They are planning community events in the near future to create awareness of the Census, to reduce barriers, to recruit volunteers to help implement the strategic plan.

#### MAY 1999

1. Participate in the Richfield, Cinco de Mayo celebration with a booth exhibit, 5/1/99.
2. Create Census awareness by speaking, 5/4/99 at the Spanish "Radio Rey" program.
3. Meet 5/4/99 with Minneapolis Complete Count Committee to do Census presentation.
4. Participate in St. Paul, Cinco de Mayo celebration with booth exhibit, 5/8/99.
5. Plan a media workshop to meet on 5/27/99 key Hispanic media people.
6. Meet 5/11/99 in St. Paul to sign Partnership with WESCO; West Side Citizen's Organization.
7. Community forum 5/14/99 with CLAC at Marshall MN. Census presentation.
8. Participate with exhibit in Annual Hispanic Midwest Marketing Conference, 5/18/99.
9. Meet 5/26/99 in St. Paul with Lester Collins, Executive Director of Council of Black Minnesotans for Partnership. Outreach to Black community to participate in Census.
10. Workshop 5/27/99 with Hispanic media, to promote cooperation and to participate in Census Partnership. (Agreements signed by five of the participants.)

## JUNE 1999

1. Plan and develop information and recruitment letter to send to ten CBO's in greater Minnesota, by 6/30/99.
2. Meet 6/1/99 with Lester Collins of CBMNS, to do Census presentation. Signed Agreement, following Board action on 6/10/99.
3. Meet with Ruby Lee, St. Paul Foundation Officer, CLUES and CLAC Executive directors to plan creation of Hispanic Complete Count Committee and funding strategy for community based organizations as sub committees, 6/2/99.
4. Meet 6/17/99 with the Board officers of Chicano Latino Leadership Association to do presentation on Census Partnerships.
5. Meet with La Prensa editor to do Census Partnership presentation, June/4/99. St. Paul.
6. Meet 6/8/99 with Executive director of La Oportunida, St. Paul CBO, to do Census Partnership presentation, following presentation, signed Agreement.
7. Meet with NEDA 6/15/99, to do Census Partnership presentation.
8. Meet 6/17/99 with Carlos Mariani, State Representative, to do Census Partnership presentation and recruitment.
9. Meet 6/18/99 with City of St. Paul Complete Count Committee.
10. Meet 6/21/99 with Mike Hernandez, NSP plant manager to do Census presentation.
11. Radio and media workshop 6/22/99 and live radio program, "Tu Voz En Accion". Signed on Agreements with three partners.
12. Meet 6/28/99 with Executive Director of Centro Cultural Chicano, Minneapolis CBO to do Census presentation on Partnership. Follow up after board meeting.
13. Meet 6/23/99 City of Brooklyn Park to do Census presentation. Follow up as needed.
14. Meet 6/24/99 City of Richfield, Peter Solie, Minneapolis ELCO manager and I to do Census presentation. Follow up as needed.
15. Chicano Latino Affairs Council's press conference at State Office Building. Invitations to Henry Palacios, Tom Beaver, MN Planning Commissioner, and other important dignitaries. Follow up as needed.

## JULY 1999

1. Planning meeting 7/2/99 at CLUES with Ruby Lee, ST. Paul Foundation, CLUES and CLAC executive directors for funding strategy and organizing community.
2. KMOJ live radio program, with Spike Moss, Diane Lemon-White and Tyrone Terrel answering calls from the community.
3. Articles on Census in Hispanic printed media, 7/5/99.
4. Meet 7/8/99 with St. Paul clergy from Catholic Hispanic Ministry and Father Joel, Episcopalian priest from El Santo Nino Jesus church, to plan Census presentation.
5. Meet 7/9/99 with City clerk from City of Osseo, to do Census Partnership presentation. Follow up as needed.
6. Meet 7/15/99 with Executive director from HACER, a research organization to do Census presentation on Partnership.

7. Work with Maya, Diane, Cornell, Harvey and volunteers on St. Paul Rondo Days on 7/17/99, gave out and talked about the Census at our booth, 25,000 people showed up.
8. Meet 7/21/99 with executive director of MN Council on Disabilities to do Census presentation on Partnership program. Agreement was signed.
9. Meet 7/22/99 with Centro Cultural Chicano to form Census Partnership
10. Presentation 7/22/99 at "Inroad's" 20 year anniversary, St. Paul.
11. Meet 7/23/99 with Hispanic Complete Count Committee's first meeting to plan, and develop Census awareness and strategic plan activities.
12. Meet 7/27/99 with Minneapolis Spokesman to form Census Partnership.
13. Meet 7/28/99 with Spike Moss of KMOJ radio program to form Census Partnership.
14. Meet 7/29/99 with Minneapolis Urban League to form Census Partnership.
15. Do on 7/30/99 panel presentation for St. Paul Foundation's EFDMC awareness event.

#### AUGUST 1999

1. Work 8/2/99 with MCRT finance and funding sub-committee in Minneapolis.
2. Schedule four meetings with Cities of Burnsville, St. Louis Park, New Hope and Champlin during first week in August.
3. Schedule meetings with Golden Valley, Robbinsdale and Brooklyn Center during second week in August.
4. Meet 8/4/99 with Model Cities to do Census presentation on Partnership.
5. Meet 8/14/99 schools for Teacher's packet
6. Meet 8/18/99 with Coalition of Black Churches at the City, Inc. in Minneapolis.
7. Schedule some time to work at the State Fair Booth in August.
8. Work 8/24/99 at Census booth at Golf Tournament (Michael Jordan).
9. Exhibit 8/26/99 at first Afro-American Marketing Conference Radisson Hotel.
10. Census presentation 8/28/99 at the CLAC community forum in Owatonna.
11. Attend Tribal Meetings in Milacs on 8/29-31/99.
12. Meet every week with at least two Cities to do Census Partnership presentation.

#### SEPTEMBER 1999

1. Vikings Conference. Early in Month.
2. 9/15/99 Celebration of Hispanic Heritage Month at State Capitol.
3. 9/19/99 Celebration and Open House of Our Lady of Guadalupe Catholic church.
4. 9/25/99 Census presentation at Community forum at CLAC meeting in Duluth
5. Census presentations at Hispanic community events during Hispanic Heritage month.
6. Meet every week with at least two Cities to do Partnership presentation.

#### OCTOBER 1999

1. Do Census Partnership presentations at MN Hispanic Heritage community events.
2. Meet every week with at least two Cities to do Census Partnership presentations.
3. Exhibit at the Celebration at Mounds Park in St. Paul.
4. Implement needed follow up with all the Census partners.
5. 10/30/99 Census Partnership presentation at CLAC community forum in St. Cloud.

#### NOVEMBER 1999

1. Meet every week with at least two Cities to do Partnership presentation.
2. Science Museum Census Partnership presentation.
3. Meet every week with at least three community based organizations to do Census Partnership presentations.
4. Meet every week with at least two churches to recruit Partnership with the Census.

#### DECEMBER 1999

1. Meet every week with at least two Cities to do Partnership presentation.
2. Meet every week with at least three community based organizations.
3. Meet with Hispanic media for update on media releases, Follow up as needed.
4. Meet with Hispanic clergy and do follow up as needed.
5. Meet with schools to talk about teacher's packets.
6. Do Census Partnership presentations at Hispanic and other community partners.
7. Develop with Hispanic media a plan to do Census marketing.

#### JANUARY 2000

1. School mailings to parents.
2. Martin Luther King Birthday celebrations
3. Coordinate with City of St. Paul to do Partnership presentation during the Winter Carnival.

#### FEBRUARY 2000

1. Questionnaire Assistance Center in place.
2. Black History Month celebrations.
3. Meet with Cities that need follow up.

#### MARCH 2000

#### APRIL 2000



## Hispanic Heritage Month Celebration

### MEMORANDUM

Date: Friday August 27th, 1999

To: All Interested Members

From: Jack Bethke (612-827-1758 E-mail is [jbethke@campls.org](mailto:jbethke@campls.org))

Re: Saint Paul Library for HHMC Meeting!

Please Notice: **Seventh** Meeting for HHMC

What: Hispanic Heritage Month Meeting

When: **Thursday, September 2nd, 1999**

Time: From 6:00 to 8:00pm.

Where: The Saint Paul Library, 1080 University Ave. "Conference Room"

Directions: Take 94 East (from Mpls) or 94 West (from Saint Paul) to Lexington Ave exit. Go North on Lexington towards University Ave. On the corner of Lexington and University, turn right (East) on University Ave. Go a half a block. Library is on right side (1080 University Ave.) Parking lot is located after the library. Parking is free. The Saint Paul Library's phone number is 651-642-0359.

### OR

*You can meet Wednesday ~~at 6:00pm~~ at Norwest during Noon. Call Gailmarie Goldrick at 612-667-6210 for telephone conferencing.*

**Latest Update:** CREO has introduced a new LOGO. It is great!

Corporate sponsors are being sought for HHMC events.

You will be asked to Nominate a deserving person for an Award!

Please volunteer for an event. See E-mail below

You are invited to our HHMC meeting. We will meet every week.

Celebration starts September 15<sup>th</sup> at the State Capitol Rotunda.

Theme is "Celebrando Nuestra Cultura".

Anyone sponsoring, presenting, or displaying any Hispanic events is being asked to contribute the information to Ricardo Paul Vallejos for a "Calendar of Events". His Fax is 612-535-9574.

*Nuestra Gente* has a "request ad" for Ricardo's "Calendar of events"!

The Award dinner is October 14<sup>th</sup> at the "Jackson Room" of the Saint Paul Companies office.

E-mail for information or volunteer: [Gailmarie.M.Goldrick@Norwest.com](mailto:Gailmarie.M.Goldrick@Norwest.com)



Aug. 5, '99  
Thursday

Hispanic Complete Count Committee  
NEDA: 481- Wabasha St. St. Paul, MN.  
Name Address Phone # / Fax

Tomás A. Silva Univ / St Thomas - Hispanic Pre-College Project

651/962-6345

Ruby Lee The St. Paul Fdn.  
600 Northwest Ctr  
St. Paul, 55101

(651) 224-5463  
Fax 224-8123

Eduardo Borrero NEDA 481 south WABASHA st. (651) 292-0131  
SAINT PAUL MN 55107 (651) 292-0925 FAX  
email - neda.elaloeisd.net.

Fuiz Jimenez Po Box 1732  
GED on TV  
Willmar, MN 56201

Jose A Villan -  
620 SW Litchfield Ave  
Willmar, MN. 56201 320-235-2042.  
(320) 235.2042

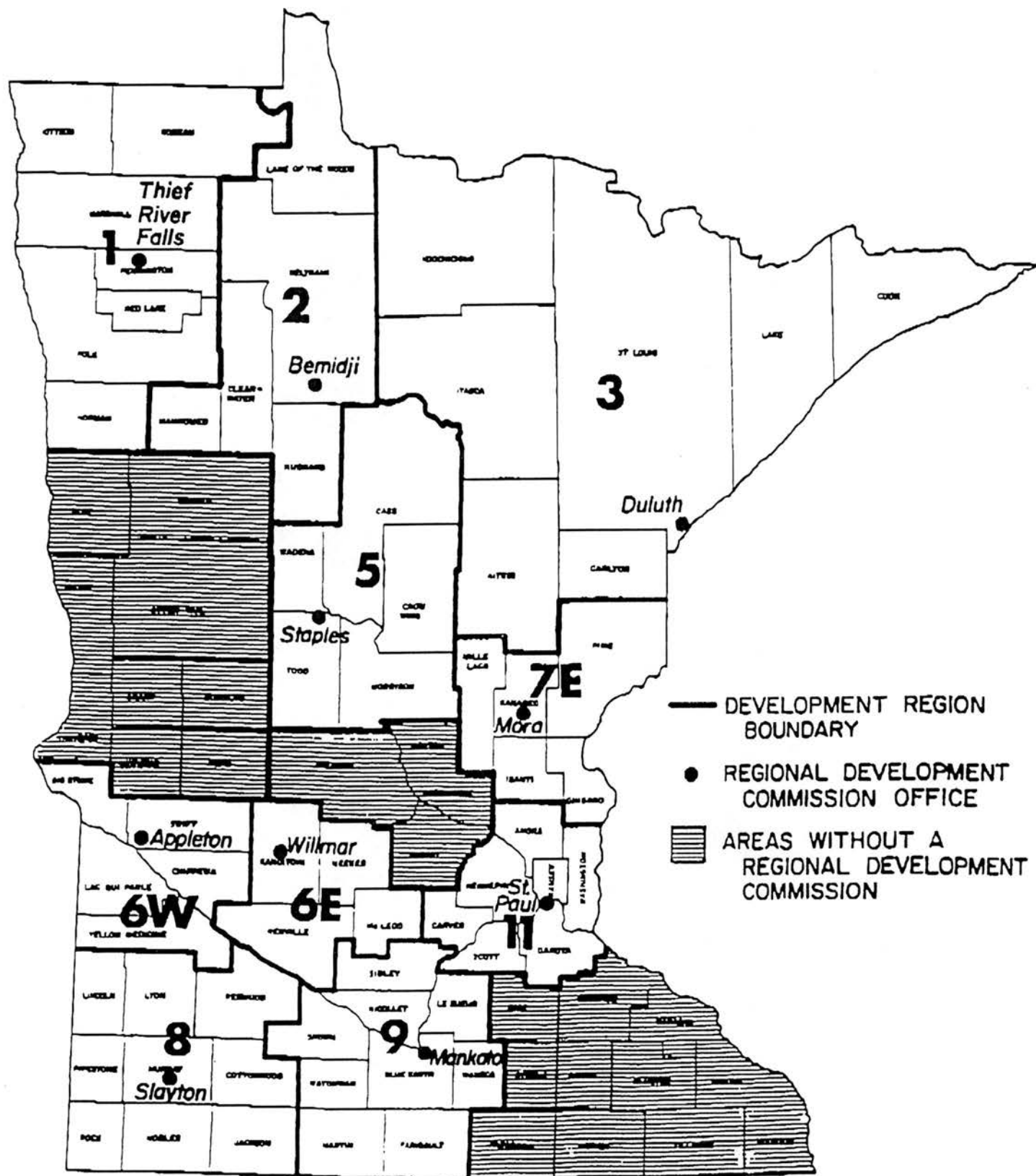
Marta Klukac 320 235-0791  
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PO Box 483 507. 389. 6278 (WK)  
Gaylord MN 55334

Hilda Madden 2501 Williams PKy (320) 231-1860  
Willmar, MN

Mario Archande Vargas MHED 651-917-1813

# Minnesota Development Regions



# **Minnesota Latino Complete Count Initiative**

## **Strategic Plan Framework**

### **Minnesota Latino Complete Count Initiative**

#### **Purpose:**

1. Increase the count of members of the Latino community in Minnesota.
2. Promote the accurate count of the Latinos in Minnesota by increasing community involvement in Census 2000 activities.

### **Minnesota Latino Complete Count Committee**

#### **Purpose:**

Set policy for and monitor the implementation of the Minnesota Latino Complete Count Initiative.

#### **Composition:**

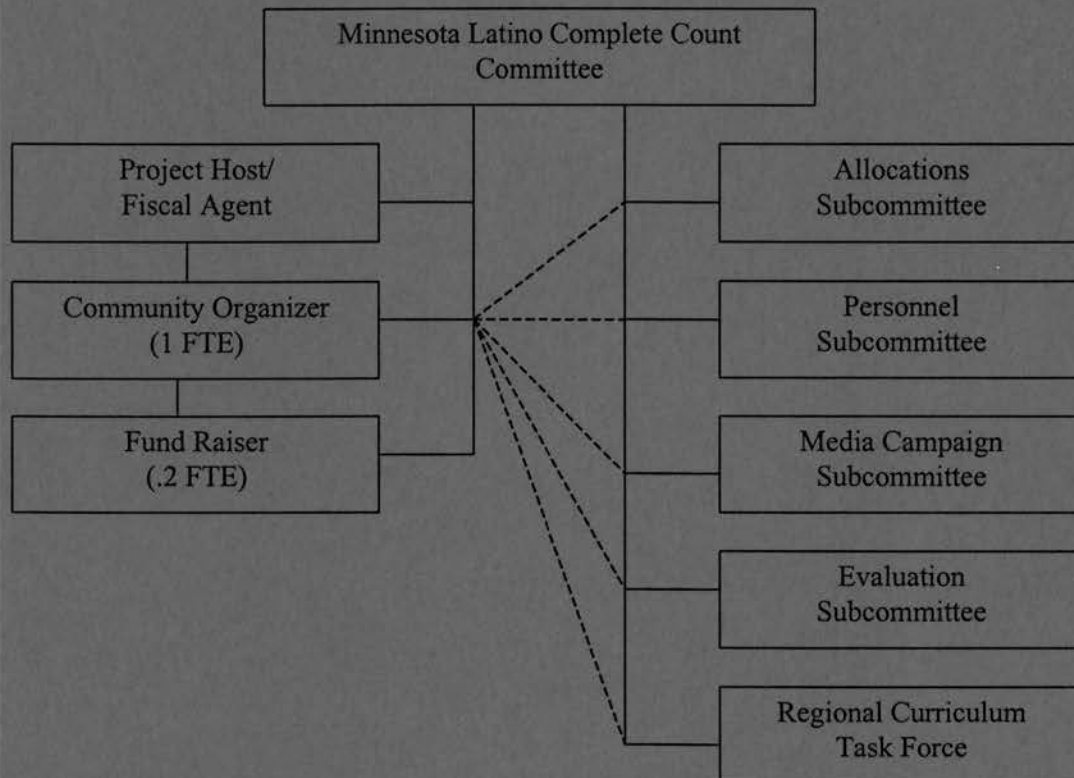
Representatives from Latino churches, businesses, community-based organizations, public and private institutions, and other agencies that serve the Latino community in the State of Minnesota.

#### **Responsibilities:**

- I. Identify and elect a Project Host and Fiscal Agent.
- II. Hire and supervise a Community Organizer
- III. Provide direction to the Initiative by establishing policies and procedures.
- IV. Establish state regional sectors.
- V. Determine the amount of funding to be distributed to each region.
- VI. Approve regional funding requests
- VII. Provide planning, organizing, education, and training support to regions.
- VIII. Provide marketing support to regions.
- IX. Provide fundraising support to regions.
- X. Develop a media campaign.
- XI. Secure funding from public and private organizations.
- XII. Establish subcommittees to expedite the implementation of state wide and local activities.

# Minnesota Latino Complete Count Initiative

## Strategic Plan Framework



## Notes from Census 2000 Brainstorming Session

1. *What vehicles can be used to mobilize the Latino community to actively participate in the Census 2000? (i.e. existing programs that reach targeted audiences, media, direct services, etc.)*
- ♦ Latino Media Vehicles
    - Vamos a la Escuela Radio Program - Luz Serrano  
4 times / month, 740 AM, 30 minute program, 10-15 minute intermittent spots repeated over the year address specific barriers
  - ♦ Identify Latino events
    - Hispanic Month - opportunity to promote
    - Feria de Recursos - identify events
  - ♦ Work with kids and schools
    - Use this opportunity to connect Latino students
  - ♦ How can community agencies be used?
    - Create question assistance centers
    - Form groups that can help fill out forms together, i.e. Centro Legal
  - ♦ Need to provide resources to community agencies
    - Minnesota Census Roundtables can filter information to appropriate sources to obtain these resources
    - Training program from Census and Cities
    - Make available sample curriculums that can be integrated to the system
  - ♦ Establish a bilingual hot line that can provide Census information
  - ♦ Redesign could be a vehicle within the schools
  - ♦ Network of churches and clergy in general should be used as a resource

2. *How can traditional barriers faced by our community be overcome? (i.e. language, immigration status, trust, literacy, etc.)*

- ♦ The question is: What is keeping community from filling out the form?
- ♦ Offer project grants to organizations helping disseminate census information  
Availability of these grants is critical to our community
- ♦ Information should list why people should care and why they should fill out the form.  
Appropriate groups should develop marketing tools. (By our people / for our people)
- ♦ MALDEF - NCLR good resources
- ♦ Visual vocabulary (needs to be included)
  - Mention benefits (education, health, use of data by sociologists)
  - Include the benefits of census reporting
- ♦ Approach INS to develop joint public announcements with immigrant communities about the confidentiality of census data
- ♦ Outreach to labor/business to promote census
- ♦ Latino agencies are trusted! Social gatherings can be used as a vehicle of community and outreach
- ♦ Build on trust already existing between clients and agencies
- ♦ Citizenship is asked on the form
- ♦ Strategies: (work with national organizations, work with local leaders)
  - Latinos will be watching (INS, census office, etc.)
  - We'll do what we need to do to be counted
  - Be proactive - not intimidated
- ♦ Need to hear from the cities about how census data will be used
- ♦ Position paper needs to be developed with detailed information about the INS
- ♦ Police chief, mayors and INS director need to produce statements that promote:
  - INS ≠ census.
  - ("We need an amnesty for people to feel they can trust the census.")



3. *What would be the ideal plan of action that ensures the best census return our community has had? (i.e. grassroots coordination, statewide coordination, one-on-one services, other.)*

- ♦ The campaign needs to be fragmented to reach individual communities while keeping them connected
- ♦ Grants that place decision-making into the community's hands should be promoted
- ♦ Owned and run by the community
  - Grassroots efforts
    - Need to provide training and support
    - Need to involve leadership among clergy
  - Regional approaches work!
    - Reach out to community leaders to create a team that can lead this effort
- ♦ Create cartoon character (census rep; mayor rep; Latino individual, etc.)
  - Q & A for community through humor
- ♦ Develop corporate partnerships
  - Examples: Metro Transit, Cub Foods, bus shelters, etc.
- ♦ Need to develop an effective community strategy to expand on resources

**FYI**

Irene Gomez-Bethke  
Friday mornings at CLAC (651)296-9587

Minneapolis	612-334-4660
St. Paul	651-290-4294

# Minnesota Latino Complete Count Committee

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555 Park St., Ste 210  
St. Paul, MN 55103

Tel: 651.296.9587  
Fax: 651.297.1297

December 15, 1999

John G. Couchman, Vice President  
The St. Paul Foundation  
600 Norwest Center  
St. Paul, MN 55101

Dear Mr. Couchman:

In addendum to our previous letter of solicitation, thank you for considering to fund the Minnesota Latino Complete Count Committee (MLCCC) in the amount of \$30,000 – \$40,000 for the Minnesota Latino community complete count initiative. Enclosed please find a copy of the budget for this proposal.

Support from the St. Paul Foundation would go to hiring a full time Latino Census Community Organizer for a period of six months and to develop culturally and linguistically appropriate materials for a community grassroots educational campaign. The Latino Census Community Organizer would assist Latino communities in the Twin Cities develop education and awareness plans locally. The MLCCC would appropriate some of the St. Paul Foundation's support to develop a grassroots educational census message to create awareness in those communities.

Once again, thank you for considering to support the MLCCC in its mission to ensure the complete count of community members in our community. Should you have any questions please don't hesitate to contact me at (651) 917-1913.

Sincerely,



Mario Vargas  
MLCCC Chairperson

## **THE CENSUS 2000 FUND OF THE SAINT PAUL FOUNDATION**

### **Grantmaking Guidelines**

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The Census 2000 Fund is a special fund of The Saint Paul Foundation that provides grants to community-based groups to develop and implement creative plans to increase census participation within ethnic and cultural communities in the metropolitan area.

#### ***Types of Groups to be Funded:***

Community-based coalitions created to increase the accuracy of the census by encouraging full participation of African American, Native American, Asian-Pacific, and Latino communities.

#### ***Types of Efforts to be Funded:***

The primary use of Census 2000 Fund grants is to support collaborative, community-based approaches for contacting hard-to-reach individuals and provide them with information and support to encourage their participation in Census 2000. Examples of activities that may be funded include, but are not limited to:

- Creating language-specific materials or hotlines.
- Developing culturally specific messages and approaches.
- Conducting individual or group outreach efforts.

#### ***Eligible Expenses:***

Grant funds may be used to pay for staff coordination, outreach and translation, transportation, space and equipment, supplies, printing, mailing and other program related needs specific to Census 2000. Maximum grant size is \$50,000 per coalition.

#### ***How to Apply:***

Applications may be submitted in writing anytime until December 31, 1999. Applications **WILL NOT** be accepted by facsimile. Grant requests must include a complete description of the project and a proposed budget. (Please refer to the back of this page for detailed information). An Advisory Committee appointed by The Saint Paul Foundation will review applications.

#### ***Please send applications to:***

Census 2000 Fund  
The Saint Paul Foundation  
600 Norwest Center, 55 East Fifth Street  
St. Paul, MN 55101-1797

Please direct questions to Ruby Lee, Program Officer, at 651- 224-5463 or by e-mail at [arl@tspf.org](mailto:arl@tspf.org)

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The Census 2000 Fund was established with grants from the Katherine B. Andersen Fund, the F.R. Bigelow Foundation, the Dayton-Hudson Foundation, the Mardag Foundation and The Saint Paul Foundation.

*Receipt of a grant from the Census 2000 Fund does not preclude a group or organization from applying or receiving financial support from these foundations for other purposes.*

## CENSUS 2000 FUND APPLICATION INFORMATION

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### I. Project Description

Please address the following issues in narrative form:

- a. **Goals and Objectives** - How will you try to increase the number of people participating in Census 2000?
- b. **Specific Activities to be Undertaken** - What are the components of your proposed project and what activities will you undertake to complete each component?
- c. **Timeline** - What is the timetable for completion of each part of the project?
- d. **Area of Service** - What is the geographic location of your project and how many people will be affected?
- e. **Coalition Members** - Who are the members of your Coalition and what are their roles in completing the project?
- f. **Relationships with Others** - How will you work with representatives of the US Census Bureau and the Census Outreach Programs of the State Demographer's Office and the City Government?
- g. **Evaluation** - What are your expected outcomes and how will you measure them?

### II. Project Budget

Please provide a detailed budget for the project (not the overall organization's budget) using the following categories. Leave blank the categories that do not apply to your project.

- a. **Expenses:**
  - *Personnel* - May include the cost of employees and/or consultants; list each separately. Include job functions for each position being compensated.
  - *Supplies* - List items and their cost by category.
  - *Space and equipment* - The cost of any space or equipment that will be needed to help you carry out the proposed project.
  - *Transportation* - Costs related directly to the project.
  - *Publicity and promotion* - Costs of printing, mailing, and any promotional activities associated with your project.
  - *Other expenses* - Itemize expenses that do not fit in the above categories.
- b. **Income:**
  - *Sources of Income* - List all sources of income separately (i.e. grants, contributions, fees, and other) and note whether they are pending or secured at the time you submit the application.

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**DEADLINE FOR SUBMISSION: December 31, 1999**

## MINNESOTA LATINO COMPLETE COUNT COMMITTEE INITIATIVE GRANT

### *Operational Structure*

The MLCCC is a statewide committee with a subcommittee structure that allows for goals and objectives to be implemented at strategic planning and grassroots levels. The MLCCC is governed by the committee's constituency, lead by subcommittee key contacts, and facilitated by a Chairperson.

#### MLCCC's Strategic Planning Subcommittees

At a strategic planning level, the committee is divided into four subcommittees that each have functions of developing overall strategies that guide and frame the purpose census planned activities at a local level. The four committees include *allocations/finance*, *media/marketing*, *regional development*, *personnel*, and *evaluation* subcommittees. The *Allocations/Finance Subcommittee* is charged with developing a process whereby fundraised dollars are distributed expediently, efficiently, and fairly. The *Media/Marketing Subcommittee* is charged with developing a census awareness message which guides and unifies planned activities through the visual, print, and radio media in urban and rural areas. The *Personnel Subcommittee* develops a hiring process for individuals who are employed to carry out paid MLCCC activities. The *Regional Development Subcommittee* works on developing and facilitating an action planning process that will assist local groups implement census awareness programs and activities. The *Evaluation Subcommittee* is charged with developing an evaluation process to assess the initiative's outcomes.

#### MLCCC's State Regional Planning Subcommittees

At a grassroots level, the Regional Latino Complete Count Subcommittees work in local communities and neighborhoods across the state. Using 1990 Census demographic data, the MLCCC divided the State of Minnesota into 8 regions with high concentrations of Latinos. These regions are organized around a Regional Subcommittee model through which each region develops and implements a local census awareness plan. For instance, one of these eight areas is Region 4 (Twin Cities) which is divided into two Regional Subcommittees, the Minneapolis Complete Count Subcommittee and St. Paul Complete Count Subcommittee. With the assistance of the strategic group, the Regional Development Committee, Region 4 (Minneapolis and St. Paul Subcommittees) will be able to plan and implement local activities. Their plans will involve grassroots strategies that reach Latinos from their neighborhood to their home.

### *Population Served and Location of Services*

The MLCCC was established to ensure the complete and accurate count of the Chicano Latino Community in the State of Minnesota. The 1990 Census counted a Hispanic population of close to 50,000. The Chicano Latino population in Minnesota is diverse with the largest subgroup being representative of Mexicans and Mexican-Americans followed by a strong Cuban and Puerto Rican presence and then by a strong Central and South American population. The MLCCC has recognized the need to reach out, in particular, to recent Latin American arrivals and migrant or seasonal working Latinos. Eight areas have been designated strategic geographic regions for targeted census promotion and activity planning. These areas are identified by large metropolitan cities and their surrounding areas: which include Crookston, Moorhead and Fargo, Marshall, Willmar, Mankato, Rochester, the Twin Cities, Duluth, and Medilia.



## MINNESOTA LATINO COMPLETE COUNT COMMITTEE INITIATIVE GRANT

### STATEMENT OF PURPOSE

#### *Philosophy & Mission*

The philosophy behind the Minnesota Latino Complete Count Committee (MLCCC) is to join the strengths of the Twin Cities metropolitan area with the strengths of the rural communities in Minnesota. By coming together as a group, the MLCCC can mobilize the expertise and resources from both the metropolitan area and rural communities to increase Latino community involvement in the Census 2000.

The Census Bureau estimates that in the 1990 Census there was an approximate 5% undercount amongst Latinos in the State of Minnesota. The estimated loss per individual is \$2,500. In 1990, roughly 50,000 Latinos were counted in the community. An estimated 1/2 million dollars did not reach the Latino community. This record loss of public funds resulted in less goods and services rendered to the Latino community. In Minnesota, the overall estimated loss was \$8 million dollars.

The MLCCC aims at increasing the count of members of the Latino community in the Census 2000 by at least 5% and increasing Latino community involvement and participation in Census 2000 activities. The MLCCC is strategically planning to reach more than 15,000 Latino households across the state of Minnesota. The Latino population can be found in located in specific pockets in rural and urban areas where factories and farms promise work for families. High priority areas for the MLCCC include Crookston, Fargo, Moorhead, Willmar, Mankato, Rochester, Marshall, Duluth and the Twin Cities.

### PROGRAM DESIGN AND EVALUATION PLAN

#### *Intended Goals*

In 1990, a 5% undercount led to more than 1/2 a million dollars in goods and services that did not reach the Latino community in Minnesota. The MLCCC plans to ensure a complete count that reaches at least the 5% mark. MLCCC's goals fall into four general categories, which include

- I. *Developing a grassroots media campaign* that will reach the Latino community in urban and rural areas across the State of Minnesota.
- II. *Establishing Regional Complete Count Subcommittees* to implement activities at a local level across the state and lending technical, financial, and planning support to rural and urban complete count regional initiatives.
- III. *Hiring a Community Organizer* to assist in the implementation of the strategic plan.
- IV. *Fundraising* to support Latino complete count awareness and promotion activities in urban and rural areas across the State of Minnesota.

**MINNESOTA LATINO COMPLETE COUNT COMMITTEE**  
**INITIATIVE GRANT**  
**PROGRAM DESIGN**

*Action Plan*

OBJECTIVE NO.	OBJECTIVE DESCRIPTION:	
1.	<b>Identify Fiscal Agent and Project Host</b>	
STRATEGIES (steps, activities, tasks to achieve objective)		Time Frame
1. Develop a Fiscal Agent and Project Host Agreement		9/99 – 11/99
2. Promote Position within MLCCC and Census Partnership members		9/99 – 11/99
3. Select and secure Fiscal Agent and Project Host		9/99 – 11/99
MLCCC Planning Team		
MLCCC, U.S. Census Bureau		
MLCCC		
OBJECTIVE NO.	OBJECTIVE DESCRIPTION:	
2.	<b>Establish Strategic Planning Subcommittees</b>	
STRATEGIES (steps, activities, tasks to achieve objective)		Time Frame
1. Develop Subcommittee Structures		10/99
2.		
3. Develop Responsibilities		10/99
a). Develop Financial accountability Process		10/99
b). Develop Media /Marketing Campaign		10/99
c). Hire a community organizer		10/99
d). Develop Evaluation Plan		10/99
e). Develop Regional Subcommittee Community Organizing Training Model		10/99
4. Recruit volunteers onto Subcommittees		10/99
5. Recruit key contacts for Subcommittees		10/99
6. Develop Regional Planning Subcommittee Work Plans		12/99
7. Execute Regional Planning Subcommittee Work Plans		1/00 – 4/00
MLCCC Planning Team		
MLCCC		
Allocations Subcommittee		
Media Subcommittee		
Personnel Subcommittee		
Evaluation Subcommittee		
Planning Team & MLCCC		
Regional Development		
MLCCC		
MLCCC Chairperson		
MLCCC Regional Subcommittees		
MLCCC Regional Subcommittees		

## MINNESOTA LATINO COMPLETE COUNT COMMITTEE INITIATIVE GRANT

OBJECTIVE NO.	OBJECTIVE DESCRIPTION:	
<b>3.</b>	<b>Establish State Regional Planning Subcommittees</b>	
STRATEGIES (steps, activities, tasks to achieve objective)	Time Frame	Person/Group Responsible
1. Develop a state regional community organizing model	11/99	MLCCC Planning Team
2. Recruit key contacts for Subcommittees	11/99 – 12/99	MLCCC Regional Development Committees
3. Recruit volunteers to Subcommittees	11/99 – 12/99	MLCCC Regional Development Committees, Subcommittee Contacts
4. Train Regional Planning Subcommittee volunteers on community organizing Model	11/99 – 12/99	Planning Team
OBJECTIVE NO.	OBJECTIVE DESCRIPTION:	
<b>4.</b>	<b>Hire a Community Organizer</b>	
STRATEGIES (steps, activities, tasks to achieve objective)	Time Frame	Person/Group Responsible
1. Develop a Community Organizer Job Description	9/99	MLCCC Personnel Subcommittee
2. Advertise Position amongst census partnership members and local Latino press	10/99 – 12/99	MLCCC Personnel Subcommittee
3. Hire Community Organizer	1/99	MLCCC Personnel Subcommittee

# MINNESOTA LATINO COMPLETE COUNT COMMITTEE INITIATIVE GRANT

## CONSOLIDATED BUDGET

Dec. 1999 - May 2000

### REVENUE

85,000	Grants/Corporate Foundations & (Community & Private)	
40,000	Donations/in-kind Contributions	
90,000	Public Support	
215,000	Total Support	

### EXPENSES

	Staff	
30,000	Community Organizer - Salary 0.5 FTE	
2,500	FICA	
15,000	Contract Services	
	Marketing	
	Media Campaign	
152,000	Program	
	Advertising & Publicity	
2,500	Auto Expenses & Mileage	
3,000	Meetings	
2,500	Postage	
3,000	Printing	
500	Telephone	
1,500	Office Supplies	
215,000	Total Expenses	

# MINNESOTA LATINO COMPLETE COUNT COMMITTEE INITIATIVE GRANT

## MEDIA CAMPAIGN BUDGET December 1999 - May 2000 EXPENSES

Gen. Source	Type & Vendor	Frequency/Quantity	Concentration	Cost
	<b>Print</b>			
Newspaper				
	La Prensa	Weekly Jan - May	Twin Cities/Rural	7,410.00
	Latino Midwest	Weekly Jan - May	Twin Cities/Rural	4,300.00
	La Voz	Weekly Jan - May	Twin Cities	1,197.00
	Nuestra Gente	Weekly Jan - May	Twin Cities	1,618.20
	<b>Total Print</b>			<b>14,525.20</b>
Gen. Source	Type	Frequency/Quantity	Concentration	Cost
	<b>Transportation</b>			
Transtops				
	Shelter Rental	25 Transtops (Illuminated)	Twin Cities	10,533.75
	Print Posters	50 posters	Twin Cities	1,333.00
Buses				
	Bus Rental	100 buses for 4 weeks 9,500 trips	Twin Cities (Downtown areas)	21,900.00
	Print Posters (sides - out)	115 posters		3,720.00
	Bus Rental	20 buses 4-6 weeks	Duluth metro & west side	2,000.00
	Print Posters (sides out)	23 posters		837.00
	Bus Interiors	73 bus interiors	Duluth metro & west side	1095.00
	Print Posters	73 posters		500.00
Bus Benches				
	Bench Rental	24 benches	Duluth metro & west side	1,200.00
	Print Posters	24 posters		1,200.00
	<b>Total Transportation</b>			<b>44,318.75</b>

# MINNESOTA LATINO COMPLETE COUNT COMMITTEE INITIATIVE GRANT

Gen. Source	Type	Frequency/Quantity	Concentration	Cost
	<b>Direct Mail</b>			
Postcards		20,000 Postcards	Metro/Rural	1,500.00
	Postage	20,000 stamps (.20 c)		4,000.00
School Stickers		20,000 Stickers Schools	Metro/Rural	2,500.00
Store Stickers		100,000 Stickers Meat Markets	Metro/Rural	4,250.00
	<b>Total Direct Mail</b>			<b>12,250.00</b>
Source	Type	Frequency/Quantity	Concentration	Cost
	<b>Outdoor Print</b>			
Billboards		20 Billboards for 4 weeks	Duluth Metro & West side	3,000.00
		Printing 20 Panels	Duluth Metro & West side	1,500.00
		1 Billboard for 1 month	Willmar	470.00
		25 Billboards	Clusters 3,6, & 8 Albert Lea (2) Austin (3) Blooming Prairie (1) Mankato (15)	6,250.00



# COMMUNITY ORGANIZING BUDGET

Dec. 1999 - June 2000

## REVENUE

Grants/Corporate Foundations (Community & Private)			37,500 <u>28,200</u>
Donations/In-kind Contributions			2,500
<b>Total Support</b>			<b>40,000</b>

## EXPENSES

<b>Staff</b>			
		<i>\$ 15.00 x 40 x 20wks</i>	<i>12,000</i>
Community Organizer - Salary 1.0 FTE		\$18.00/Hr x 50 Hr./Week x <i>24 1/2</i> Weeks	21,600
	FICA		2,400
	Benefits		3,000
	Auto/Mileage		2,500
Contract Services			2,500
<b>Marketing</b>			
Education Campaign	Creative		
	Printing & Advertising		8,000
<b>TOTAL EXPENSES</b>			<b>40,000</b>

*adjusted.*  
\$12,000  
Fiscal agent  
\$1,800

*-1000  
1500*

*11,  
>*

*Salary:  
\$30,000  
- 18  
12,000*

**CENSUS 2000 FUND APPLICATION**  
**for**  
**BUS SHELTER ADVERTISING (TRANSTOPS)**

**I. PROJECT DESCRIPTION**

Purchase 25 lighted bus shelter panels from TRANSTOP in Minneapolis and St. Paul locating them in historically undercounted communities. The advertising will be in various languages and may advertise Questionnaire Assistance Centers. For every panel purchased, one will be donated by TRANSTOP.

**A. Goals and Objectives**

TRANSTOP advertising will:

- effectively target particular population segments;
- be produced in multiple languages
- generate extensive awareness and Census 2000 name recognition
- advertise locations of Questionnaire Assistance Centers

**B. Specific Activities to be Undertaken**

- Select the 25 sites for the TRANSTOP signs. The sites will be selected through discussion with Coalition members and community members. The discussion will focus on sites that are highly visible. TRANSTOP will select the location of the twenty-five donated sites.
- Coalition members will be responsible for translation.
- Graphic designer will do layouts of posters in multiple languages.
- Wipson Posters will produce 50 posters using four-color processing.
- TRANSTOP will post the posters and update the messages on the posters on a weekly basis.

**C. Timeline**

February	Select and Purchase Locations
February	Graphic Layout and Production of Posters
March -April	Run Advertisements with TRANSTOP

#### **D. Area of Service**

Locations will be selected in historically undercounted neighborhoods as well as areas with recent immigrant populations in both central cities. Sites should be highly visible. TRANSTOP estimates 12,200 viewers per day per panel.

#### **E. Coalition Members**

In order to eliminate the administrative cost of a fiscal agent, it would be ideal for the St. Paul Census Fund to pay vendors directly.

This is a collaborative effort between the Minnesota Latino Complete Count Committee, the South East Asian Complete Count Committee, the Complete Count Committee on Black Minnesotans and the American Indian Complete Count Committees in both cities.

#### **F. Relationships with Others**

The Census Bureau/Young & Rubicam will not be purchasing bus shelter advertising in Minnesota. This request is in addition to previously submitted requests to fund TRANSTOP advertising.

This grant is being prepared in collaboration with the Minnesota Census Round Table, Minneapolis Complete Count Committee, St. Paul Complete Count Committee and Ramsey and Hennepin Counties.

#### **G. Evaluation**

Lighted bus shelter advertising will lead to increased exposure in the historically undercounted population. (TRANSTOP estimates 12,200 viewers per day per panel.)

## II. PROJECT BUDGET

### A. Expenses

TRANSTOP Cost	25 panels * 8 weeks	\$29,157
Graphics and Design		\$2,000
Production of Shelter Posters	50 Posters	\$3,000
TOTAL		\$34157

### B. Income

The Census Bureau will not pay for bus shelter advertising. TRANSTOP will donate a sign for every sign purchased.

**CENSUS 2000 FUND APPLICATION**  
**for**  
**QUESTIONNAIRE ASSISTANCE CENTERS**

**I. PROJECT DESCRIPTION**

Establish, promote, and staff 14 Questionnaire Assistance Centers in Minneapolis and St. Paul locating them in historically undercounted communities.

**A. Goals and Objectives**

Questionnaire Assistance Centers will be established to:

- assist persons needing assistance with completing their census questionnaire;
- provided assistance to those with language barriers to completing the questionnaire
- assist persons who believe they did not receive a questionnaire, and
- answer general questions about the census.

**B. Specific Activities to be Undertaken**

- Select the 14 sites for the QACs. The sites will be selected through discussion with Coalition members and community members. The discussion will focus on sites that are easily accessible, well-known, and perceived as safe or trustworthy places.
- Establish agreements with site owners to be a QAC.
- Advertise the locations of QACs.
- Hire staff to provide two people at each site for 16 hours each weekend for four weeks. Preference will be given to staff who are already working with the community or have language specialties. The Coalition will be responsible for hiring the staff and paying them an hourly rate.
- Provide a half-day training for staff about the census form, appropriate responses and other related issues. One training will be offered in Minneapolis and one training will be offered in St. Paul. Supply refreshments during training.
- Coordinate staffing and operations at QACs.

### **C. Timeline**

January 1-31	Select and Secure Sites
February 1-29	Hire Staff
March -April	Advertise locations of QACs
March 18-19	Trainings
March 25-April 16	Staff QACs

### **D. Area of Service**

Sites will be selected in historically undercounted neighborhoods as well as areas with recent immigrant populations in both central cities. Sites should be easily accessible, well-known, and perceived as safe or trustworthy places. The assistance centers will serve people from all communities who are interested in receiving assistance.

### **E. Coalition Members**

The Minnesota American Indian Chamber of Commerce has agreed to be a fiscal agent and handle administrative responsibilities. The contact person is Lyle H. Iron Moccasin.

They will work collaboratively with the Minnesota Latino Complete Count Committee, the South East Asian Complete Count Committee, the Complete Count Committee on Black Minnesotans and the American Indian Complete Count Committees in both cities.

### **F. Relationships with Others**

The Census Bureau intends to establish and operate QACs. However, the Census Bureau expects to staff most of them with volunteers. After reviewing resources available in the Twin Cities community, it is clear that there is an insufficient number of people willing to volunteer their time who have the necessary skills. To ensure that staff with cultural and language skills are working at the QACs, they need to be paid instead of volunteer. The Census Bureau will swear in staff who are funded by this grant. The Census Bureau will also make sure supplies and trainers are provided.

This grant is being prepared in collaboration with the Minnesota Census Round Table, Minneapolis Complete Count Committee, St. Paul Complete Count Committee and Ramsey and Hennepin Counties.

### **G. Evaluation**

Our goal will be to provide assistance to individuals who have questions about census forms. We will count the number of people assisted at each site.

## II. PROJECT BUDGET

### A. Expenses

Personnel-staffing QAC	28 people * \$15/hr. * 64 hrs	\$26,880
Personnel-training of staff	28 people * \$15/hr. * 4 hrs	\$1,680
Other expenses- refreshments		\$100
Supplies		\$0 in kind from Census Bureau
Space and equipment	\$100 * 14 sites	\$1400
Publicity and promotion	radio and lighted bus shelters (Transtops)	\$0 coordinated with other outreach efforts
Administrative costs of hiring staff and processing checks	5% of total budget	\$1,503
TOTAL		\$31,563

### B. Income

It is unknown whether the Census Bureau will pay staff to work at QACs. If the Census Bureau does provide funding, it will expand the number of hours that service is guaranteed. We will ensure that staff hired by this grant is bi-lingual and culturally appropriate, whereas the Census Bureau can not make this guarantee.



# COMMUNITY ORGANIZING BUDGET

Dec. 1999 - June 2000

## REVENUE

Grants/Corporate Foundations (Community & Private)			37,500
Donations/In-kind Contributions			2,500
<b>Total Support</b>			<b>40,000</b>

## EXPENSES

<b>Staff</b>			
Community Organizer - Salary 1.0 FTE		\$18.00/Hr x 50 Hr./Week x 24 Weeks	21,600
	FICA		2,400
	Benefits		3,000
	Auto/Mileage		2,500
Contract Services			2,500
<b>Marketing</b>			
Education Campaign	Creative		
	Printing & Advertising		8,000
<b>TOTAL EXPENSES</b>			<b>40,000</b>

# Community Organizer Job Description

(Draft)

## General Objective:

To assist volunteers in local communities in planning and implementing activities designed to increase Latino community participation in Census 2000 activities..

## Primary Responsibilities

1. Promote the mission and values of the Minnesota Latino Complete Count Committee.
2. Nurture a safe, dynamic and team-based working environment.
3. Identify existing resources and coordinate activities with other Census 2000 related groups.
4. Assist local communities in developing and implementing local (regional) action plans by identify successes, barriers, and resources and to brainstorm solutions.
5. Serve as a liaison between local communities, Latino and non-Latino community organizations, churches and the MLCCC.
6. Develop weekly field and work progress reports
7. Report to the MLCCC Personnel Committee, the Host Agency (Employer of Record)
8. Facilitate communication between MLCCC committees
9. Available to work some evenings and weekends

## Desired Skills, Knowledge, and Abilities

- Bilingual (Spanish preferred)
- Ability to build and sustain effective collaborative relationships.
- An interest in and commitment to the Minnesota Latino community.
- Dynamic communication skills including empathic listening and effective verbal skills.
- Knowledge of and familiarity with the Latino community in various parts of Minnesota including rural areas.
- Experience in community organizing and partnership building in the Latino community
- Computer Skills.

## Compensation and Benefits

\$15-18 per hour DOE. Full-medical coverage, mileage reimbursement

## Start Date

January 31, 2000



# Kansas City Regional Census Center In-Kind Support Proposal

ORGANIZATION NAME	MN Latino Complete Count Committee		DATE	Jan. 2, 2000	
ADDRESS CITY, ST, ZIP	CLAC 555 Park Street Suite 210 St. Paul, MN 55103				
CONTACT NAME/TITLE	Mario Vargas, MLCCC Chairperson				
PHONE NUMBER	651 296-9587	FAX NUMBER	651 297-1297		
PROJECT TITLE & OVERVIEW	<p style="text-align: center;">Briefly describe the proposed project, scope, and duration.</p> <p>The Minnesota Latino Complete Count Committee (MLCCC) is a community based collaborative of Latino community-based organizations, churches, businesses, educators, community members, and state and federal agencies interested in ensuring a complete count within the Chicano/Latino community in the State of Minnesota.</p> <p>The MLCCC has developed a strategic plan to ensure the complete count of Latinos in Minnesota. The MLCCC Strategic Plan has the goals of developing a grassroots educational campaign, establishing a volunteer regional complete count subcommittee process, and hiring a community organizer to assist volunteer regional complete count subcommittees in planning and implementing census promotional activities.</p> <p>The MLCCC requests \$2499.99 in support from the KCRCC for the MLCCC Community Organizer position. Support would go to hiring a full-time Community Organizer for a period of 4-5 months.</p> <p style="text-align: right;">Attach additional pages, if necessary      See Attachment A</p>				
TARGET (HTE) COMMUNITY (i.e. Hispanic, Vietnamese, etc.)	Hispanic/Chicano/Latino		APPROX. POPULATION OF TARGET COMMUNITY	73,000 +	
TOTAL # ITEMS/SERVICES	1 full-time staff position	ESTIMATED COST PER ITEM/SERVICE	\$30,000	TOTAL ESTIMATED COST (cannot exceed \$2,499.99)	\$2,499.99
				ESTIMATED PROJECT COMPLETION DATE	5/2000
DESCRIPTION/DATES OF CURRENT AND/OR COMPLETED CENSUS 2000 AWARENESS ACTIVITIES	National Council of La Raza Presentation Fall 1999, Chicano Latino Affairs Council/U.S. Census Bureau Kick-off Press Conference June 1999, St. Paul Foundation: El Fondo Mayoral/Community Forum Aug. 99				
AUTHORIZING SIGNATURE/TITLE				DATE	01/02/2000

All proposals must include all required documentation - see reverse side for detailed instructions

\*\*\*\*ALL PROPOSALS MUST BE RECEIVED NO LATER THAN JANUARY 10, 2000\*\*\*\*

FOR OFFICE USE ONLY

Partnership Review \_\_\_\_\_

RD Approval \_\_\_\_\_

(1)

Greater MN		Great
Loli	Stoffel	Adelante Cultural Center
		Alliance for Building Community
		Area Adult Learning Cooperative
Ivan	Benitez	Catholic Charities
Hector	Martinez	Centro Cultural
David	Echavarria	Centro de comunidad Cristiana
Robert L.	Duenas	Chem. Dep. Counseling Fountain Center
		Chicano, Mexicano and Latino Affairs Program
		CLASA
Raul	Garza	Clues
		Committee Against Domestic Abuse
		Community Connectors
Cynthia	Sillers	Community Issues Diversity Program
Ann	Strawn	Community Service
Yoke-Sim	Gunasatne	Cultural Diversity Project
Rev. Alan	Wielinski	Director of Hispanic Ministry
Kent	Peters	Director of Social Concern & Ministry
		Eden Children's Project
		Fountain Center
		Freeborn Community Action Agency
Linda	Cruz-Lares	Freeborn County
		Freeborn County Chemical Dependency Center
		Goodwill/Easter Seal Migrant Project
		Guadalupe Project
S. Teresa Ann	Wolf	Hispanic Ministry Office, Diocese of Crookston
Sister Rose Ann	Ficker	Hispanic/Latino Ministry
		Hispanos en Minnesota - Wilmar
San Juanita	Ramos	Hope for Women
Pablo	Guajardo	Job Service
Martha	Cardenas	La Raza Affairs
		LA-MANO
		Latino Emergency Fund
Efren	Tovar Leon	M.F.E. & T. Inc.
		Midwest Farmworkers
Joan	Porraz	Migrant Head Start
Jane	Hines	Migrant Health Services Inc.
Joan	Altenbernd	Migrant Health Services, Inc.
		Migrant Issues Task Force
		Migrant Legal Service
Chuck	Vaala	Migrant Legal Services
Abner	Arauz	Moorhead State University
Olga	Montes de Oca	Mujeres Unidas
		Mujeres Unidas
Raquel	Ybarra	Mujers Unidas Del Red River Valley
Margaret	Steiner	Northfield Community Action Center
Berta	Lumbrera	Northfield Community Action Center

(1)

## r Minnesota Agencies

310 North 1st Avenue West	Duluth	(218) 733-2097	
P.O. Box 433	Bloomington	(507) 583-6699	(507) 583-6699
115 North 5th Street Room 117	LeSueur	(651) 665-6244	(651) 665-4488
105 NW 3rd St.	Montgomery	(507) 384-7321	
1014 19th Street South	Moorhead	(218) 233-3043	(218) 236-0483
P.O. Box 26	Willmar		
408 Fountain St.	Albert Lea	(507) 377-6411	(507) 377-6443
MSU 65, P.O. Box 8400	Mankato	(800) 722-0544	(507) 389-6209
MSU 65, P.O. Box 8400	Mankato	(507) 389-6300	(507) 389-6209
2110 Nicollet Avenue S	Minneapolis	(612) 871-0200	(612) 871-1058
P.O. Box 254	St. James	(507) 375-5770	(507) 625-9431
2011 Nobles Street	Worthington	(507) 372-4664	(507) 372-4668
Suite 600 - 715 11th St. N.	Moorhead		
128 3rd St. NW	Faribault		
810 S. 4th Ave Suite 147	Moorhead	(218) 236-7277	(218) 233-1610
PO Box 378	Pelican Rapids		
2830 East 4th Street	Duluth		
820 Litchfield Ave. SW	Willmar	(320) 235-2042	(320) 235-2042
408 Fountain Street	Albert Lea	(507) 377-6411	(507) 377-5173
411 South Broadway	Albert Lea	(507) 377-5199	
411 S Broadway	Albert Lea	(507) 377-5199	
222 East Main	Albert Lea	(507) 377-5172	(507) 377-5173
101 Center Avenue North	Madelia	(507) 642-3900	(507) 642-3902
601 North 15th Avenue	Moorhead	(218) 233-4780	(701) 237-9822
1200 Memorial Drive	Crookston		
1051 Linn Ave.	Owatonna	(507) 451-4704	(507) 451-4704
200 SW 4th Street, Ste 37	Willmar	(320) 214-8360	(320) 214-8360
P.O. Box 152761	Arlington		
P.O. Box 819	Moorhead	(218) 236-2191	(218) 299-5871
1205 6th Avenue			
P.O. Box 3526	Mankato	(507) 345-2436	(507) 345-2414
216 Spring Street N., c/o Church of	Northfield		
Box 1231	St. Cloud	(320) 253-7010	(320) 255-1215
821 14th St N	Moorhead	(218) 236-5854	
P.O. Box 607	Crookston		
810 Fourth Avenue South	Moorhead	(800) 842-8693	(218) 236-6507
Townsite Centre 819 South Fourth	Moorhead	(218) 236-6502	(218) 236-6507
810 4th Ave. S.	Moorhead		
118 Broadway Suite 301	Fargo	(701) 232-8872	(701) 232-8366
305 Black Building 118 Broadway	Fargo	(701) 232-8872	(701) 232-8366
Rm 222 Comstock Memorial	Moorhead	(218) 236-2721	(218) 287-5050
506-1st. Ave. S	St. James		
200 S. 5th St.	Moorhead	(218) 236-9884	
200 5th St. #308	Moorhead	(218) 236-9884	
1001 Division St.	Northfield	(507) 645-9301	(507) 645-9676
1001 Division St.	Northfield	(507) 645-9301	(507) 645-9676



P.1.

#s are HCCcom. HCC to do outreach to rest of list

NAME	ORGANIZATION
1) Franklin Curbelo	
2) Dr. Nancy Barcelo	U of M Assoc. V.P. Multicultural/Academic Affairs
3) Mike Hernandez	Northern States Power (NSP)
4) Eduardo Barrera	NEDA
5) Jesse Bethke-Gomez	CLUES
6) Rudy Trujillo	
7) Juan Martinez	Ramsey County Human Services
8) Anne Briseno	REDA
9) Kate Rios	Central Legal
10) Esperanza Guerrero	Milestone Growth Fund
11) The Honorable Carlos Mariani	Minnesota State Legislature
12) Eloisa Echavez	La Oportunidad, Inc.
13) Gilbert de La O	Neighborhood House
14) Tyrone Guzman	Centro Cultural Chicano
15) Mario Anchondo	Minnesota Hispanic Education Program
16) Carlos Mendez	Programa Contacto Latino
17) Jessie Montano	Minnesota Department of Child Family/Learn
18) Mario Duarte	La Prensa de Minnesota
19) Paul Carrizales	HACER
20) Sal Miranda, Juan Linares	
21) Lupe Serrano	Casa de la Esperansa
22) Juan Moreno	
23) Rudy Rios	Greater Minnesota Family Services
24) Lupe Monzon	Esperanza Para Mujeres
Hermina Navejas	Community Coordinator
Gen Morales	Migrant Labor Rep.
Dolly Gonzalez	Liaison
Elia Bruggeman	Sleepy Eye Hgh School
Ruben Mendez	
Rosalinda Mendez	Community Connector
Sylvia P Balboa	Life Work Planning Center
Loli Stoffel	Adelante Cultural Center
	Alliance for Building Community
	Area Adult Learning Cooperative
Ivan Benitez	Catholic Charities
Hector Martinez	Centro Cultural
David Echavarria	Centro de comunidad Cristiana
Robert L. Duenas	Chem. Dep. Counseling Fountain Center
	Chicano, Mexicano and Latino Affairs Program
	CLASA
Paola Thomas	CLUES
	Committee Against Domestic Abuse
	Community Connectors
Cynthia Sillers	Community Issues Diversity Program
Ann Strawn	Community Service
Yoke-Sim Gunasatne	Cultural Diversity Project
Rev. Alan Wielinski	Director of Hispanic Ministry
	Director of Social Concern & Ministry

P.1

Hccc /hist for  
outreach

ADDRESS	City/state
1. 408 East 7th St.	Minneapolis, MN 55408
2 432-Morril Hall. 100 Church St S.E.	Minneapolis, MN 55455
3 501 Shepard Road	St. Paul, MN 55104
4 481 S. Wabasha St	St. Paul, MN 55107
5 220 S. Robert St, Suite 103	St Paul, MN 55107
6 2929 4th Ave., Suite 102	Minneapolis, MN 55408
7 811 Nebraska Ave. E.	St. Paul, MN 55106
8 176 Concord St.	St. Paul, MN 55107
9 2575 University Ave. W.	St. Paul, MN 55114
10 401 2nd Ave. S., Suite 1032	Minneapolis, MN 55401
11 403 State Office Bldg	St. Paul, MN 55155
12 1821 University Ave, Suite N-494	St. Paul, MN 55104
13 179 E. Roby	St. Paul, MN 55107
14 1915 Chicago Ave.	Minneapolis, MN 55107
15 1821 University Ave. Suite S-308	St. Paul, MN 55104
16 401 S. Saratoga St.	Marshall, MN 56258
17 1500 Hiway 36 West	Roseville, MN 55113
18 417 University Ave.	St. Paul, MN 55103
19 330 HHH Center, 301 19th Ave. S.	Minneapolis, MN 55455
20 2211 Clinton Ave. S.	Minneapolis, MN 55404
21 P.O. Box 30177	St. Paul, MN 55175
22 8663 Kathryn Court	Eden Prairie, MN 55344
23 322 2nd St. S.W., PO Box 1810	Willmar, MN 56201
24 640 3rd St.	Gaylord, MN 55334
PO Box 3373	Mankato, MN 56002
110 W. Fremont	Owatonna, MN 55060
615 Seventh St. SW	Rochester, MN 55902
700 3rd Ave NE	Sleepy, MN 56085
PO Box 582	Hawley, MN 56549
1400 E. Lyon St.	Marshall, MN 56258
601 W. Chandler	Arlington, MN 55307
310 North 1st Avenue West	Duluth, MN 55802
P.O. Box 433	Blooming Prairie, MN 55917
115 North 5th Street Room 117	LeSueur, MN 56058
105 NW 3rd St.	Montgomery, MN 56069
1014 19th Street South	Moorhead, MN 56560
P.O. Box 26	Willmar, MN 56201
408 Fountain St.	Albert Lea, MN 56007
MSU 65, P.O. Box 8400	Mankato, MN 56002
MSU 65, P.O. Box 8400	Mankato, MN 56002
2110 Nicollet Avenue S.	Minneapolis, MN 55404
P.O. Box 254	St. James, MN 56081
2011 Nobles Street	Worthington, MN 56187
Suite 600 - 715 11th St. N.	Moorhead, MN 56560
128 3rd St. NW	Faribault, MN 55021
810 S. 4th Ave Suite 147	Moorhead, MN 56560
PO Box 378	Pelican Rapids, MN 56572
2830 East 4th Street	Duluth, MN 55812



2

		People Escaping Poverty
		Project Turnabout
Garry	Peterson	Southern Minnesota Regional Legal Services
Jim	Street	Southern Minnesota Regional Legal Services
Bob	Yongerman	Southern Minnesota Regional Legal Services
Karen M.	George	Southern MN Reg Legal
Marina	Gillard	Southern MN Reg. Legal Serv.
Dennis	Twiss	Southern MN Regional Legal Services
Karen	DeBoer	SW Minnesota Opportunity Council
Melanie	Daniels	Tri-Valley Opportunity Council, Inc.
		Village Family Service Center
Christopher	Gerrard	Western Minnesota Legal Services
Dave	Sayler	Wilkin County Family Service Agency
San Juana	Flores	Woman Safe Center

First Name	Last Name	Organization
Garry	Peterson	Southern Minnesota Regional Legal Services
Martha	Cardenas	
Armando	Ortiz	
Dennis	Twiss	Southern MN Regional Legal Services
Student	Services	Worthington Community College
Le	Lucht	Worthington Community College
Antonio	Gonzales	
Leticia	Rodriguez	
Karen	DeBoer	SW Minnesota Opportunity Council
Jose	Lamas	
		Community Connectors
		Workforce Center
Carlos Alberto	Casian	
Eduardo and	Casian	
Juana Ivet	hernandez	
Ricardo	Magana	
Students		MN West Worthington Camp

First Name	Last Name	Organization
		NW MN Legal Services
		Migrant Health Services, Inc.
		People Escaping Poverty
		Migrant Issues Task Force
		Mujeres Unidas
		Adult Basic Education
		Guadalupe Project
		Minority Student Affairs
		Village Family Service Center
		Midwest Farmworkers
Joan	Altenbernd	Migrant Health Services, Inc.
Abner	Arauz	Moorhead State University
Ruben and Janie	Cantu	

22

116 12th St. South	Moorhead		
660 18th Street	Granite Falls	(320) 564-4911	(320) 564-3122
421 10th St.	Worthington	(507) 372-7368	(507) 372-2574
16174 Main Avenue	Prior Lake		
P.O. Box 1266 66East 3rd Street	Winona		
132 N. Broadway Ave.	Albert Lea		
132 N Broadway Ave	Albert Lea		
421 10th St.	Worthington		
515 10th Street, Box 787	Worthington		
P.O. Box 607 102 N. Broadway	Crookston	(218) 281-5832	(218) 281-6676
715 11th Street North, Ste 204	Moorhead	(218) 233-6158	(218) 233-7930
620 Litchfield Ave SW #101	Willmar	(320) 235-9600	(320) 235-1030
P.O. Box 369	Breckenridge	(218) 643-8561	(218) 643-2230
303 N.E. 1st Ave. Suite 365	Faribault	(507) 332-0882	(507) 332-6999

## Worthington

Address	City	State	Phone
421 10th St.	Worthington	MN	56187-
1205-6th Ave.	Worthington	MN	56187-
1205 6th Avenue	Worthington	MN	56187-
421 10th St.	Worthington	MN	56187-
1450 College Way	Worthington	MN	56187-
1450 College Way	Worthington	MN	56187-
1538 N. Spring Ave. #64	Worthington	MN	56187-
1422 Second Avenue	Worthington	MN	56187-
515 10th Street, Box 787	Worthington	MN	56187-
P.O. Box 521	Worthington	MN	56187-
2011 Nobles Street	Worthington	MN	56187-
511 10th Street	Worthington	MN	56187-2342
512 Strait Ave.	Worthington	MN	56187-
512 Strait Avenue	Worthington	MN	56187-
1564 N. McMillan St	Worthington	MN	56187-
1538 N Spring Avenue Lot 79	Worthington	MN	56187-
1450 College Way	Worthington	MN	56187-

## Moorhead

Address	City	Phone	Work Phone
P O Box 714	Moorhead		
Townsite Center 810 4th Avenue S.	Moorhead		(218) 236-6502
116 12th St. South	Moorhead		
810 4th Ave. S.	Moorhead		
200 S. 5th St.	Moorhead		(218) 236-9884
810 4th Avenue South	Moorhead		
601 North 15th Avenue	Moorhead		(218) 233-4780
Box 310	Moorhead		
715 11th Street North, Ste 204	Moorhead		(218) 233-6158
715 11th St. N #402	Moorhead		
821 14th St N	Moorhead		(218) 236-5854
Townsite Centre 819 South Fourth	Moorhead		(218) 236-6502
Rm 222 Comstock Memorial	Moorhead		(218) 236-2721
1209 20th St. S. Apt #4	Moorhead		(701) 233-8328



(507) 372-7388	
	(507) 376-9025
	(507) 372-2107
	(507) 372-2107
	(507) 372-7493
	(507) 372-5949
(507) 372-4664	
	(612) 372-7196
	(507) 376-9677
	(507) 372-5746

(218) 236-6507
(701) 237-9822
(218) 233-7930
(218) 236-6507
(218) 287-5050

(3)

Ramon and	Chapa	
Charlotte	Christiansen	NW Tech Moorhead
Veronica	Garcia	
Maria	Garcia	
Eduardo	Gargurevich	Concordia College Dept. of Spanish
Pablo	Guajardo	Job Service
Ted	Guerrero	Moorhead Tech
Yoke-Sim	Gunasatne	Cultural Diversity Project
Dennis	Heitkamp	C-WOC Inc.
Jane	Hines	Migrant Health Services Inc.
Sonia	Hohnadel	Moorhead Helping Community Initiative
Dennis	Lien	Clay County Social Services
Denise	Lopez	
Hector	Martinez	Centro Cultural
Duke	Schempp	
Cynthia	Sillers	Community Issues Diversity Program
Leonore	Sillers	Concordia College
Christopher	Sprung	The Forum
Oscar	Surita	
Raquel	Ybarra	Mujers Unidas Del Red River Valley

(3)

1700 3rd Ave LOT #105	Moorhead		(218) 233-9457
1900 28th Ave. So.	Moorhead		
1204 South 4th St.	Moorhead		
810 4th Avenue S.	Moorhead		
901 8th Street South	Moorhead		(218) 299-3306
P.O. Box 819	Moorhead		(218) 236-2191
1900 28th Ave.	Moorhead		
810 S. 4th Ave Suite 147	Moorhead		(218) 236-7277
715 North 11th St. S. Suite 402	Moorhead		
810 Fourth Avenue South	Moorhead		(800) 842-8693
1001 Center Avenue Suite E	Moorhead		(218) 233-2468
715 11th St. N. Suite 102	Moorhead		
517 12th St. N.	Moorhead		
1014 19th Street South	Moorhead		(218) 233-3043
1517 4 Ave. S.	Moorhead		(701) 236-8439
Suite 600 - 715 11th St. N.	Moorhead		
275 Norht Syndicate Street	Moorhead	(218) 299-4000	
Box 69	Moorhead		(701) 235-7311
44 Queen St.	Moorhead		
200 5th St. #308	Moorhead		(218) 236-9884

P.3 HCCC / Potential  
Outreach List

512 Strait Avenue	Worthington, MN 56187
1564 N. McMillan St	Worthington, MN 56187
1538 N Spring Avenue Lot 79	Worthington, MN 56187
810 4th Avenue South, Moorhead, MN	Moorhead, MN 56560
601 North 15th Avenue, Moorhead, MN	Moorhead, MN 56560
Box 310, Moorhead, MN	Moorhead, MN 56563
1209 20th St. S., Apt #4	Moorhead, MN 56560
1700 3rd Ave LOT #105	Moorhead, MN 56560
1900 28th Ave. So.	Moorhead, MN 56560
1204 South 4th St.	Moorhead, MN 56560
810 4th Avenue S.	Moorhead, MN 56560
901 8th Street South	Moorhead, MN 56562
1900 28th Ave.	Moorhead, MN 56560
715 North 11th St. S., Suite 402	Moorhead, MN 56560
1001 Center Avenue, Suite E	Moorhead, MN 56560
715 11th St. N. Suite 102	Moorhead, MN 56560
517 12th St. N.	Moorhead, MN 56560
1517 4 Ave. S.	Moorhead, MN 56560
275 North Syndicate Street	Moorhead, MN 56560
Box 69	Moorhead, MN 56560
44 Queen St.	Moorhead, MN 56560

Eduardo Casian	
Juana Ivet Hernandez	
Ricardo Magana	
	Adult Basic Education
	Guadalupe Project
	Minority Student Affairs
Ruben and Janie Cantu	
Ramon and Isabel Chapa	
Charlotte Christiansen	NW Tech Moorhead
Veronica Garcia	
Maria Garcia	
Eduardo Gargurevich	Concordia College Dept. of Spanish
Ted Guerrero	Moorhead Tech
Dennis Heitkamp	C-WOC Inc.
Sonia Hohnadel	Moorhead Helping Community Initiative
Dennis Lien	Clay County Social Services
Denise Lopez	
Duke Schempp	
Leonore Sillers	Concordia College
Christopher Sprung	The Forum
Oscar Surita	



(3)

(218) 299-3572
(218) 299-5871
(218) 233-1610
(218) 236-6507
(218) 233-0855
(218) 236-0483

CLAC

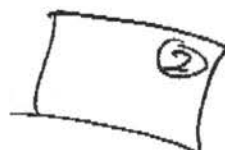
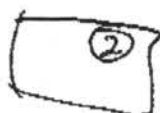
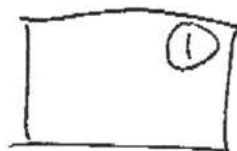
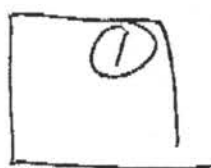
TO: IRENE GOMEZ

From: Ianael Miranda

CLAC

Note: The papers are numbers  
to how they go

i.e.



Fax: (651) 290-4497

(2)

(507) 372-7368	
	(507) 376-9025
	(507) 372-2107
	(507) 372-2107
	(507) 372-7493
	(507) 372-5949
(507) 372-4664	
	(612) 372-7196
	(507) 376-9677
	(507) 372-5746

(218) 236-6507
(701) 237-9822
(218) 233-7930
(218) 236-6507
(218) 287-5050