



Department of NEIGHBORHOOD EMPOWERMENT

200 N. Spring Street, 20th FL, Los Angeles, CA 90012 • (213) 978-1551 or Toll-Free 3-1-1

E-mail: NCsupport@lacity.org www.EmpowerLA.org



Neighborhood Council Self-Assessment Form for Fiscal Year 2015-2016

Neighborhood Council Name: COASTAL SAN PEDRO NEIGHBORHOOD COUNCIL (CSPNC)

What was the BIG Vision(s) for your Council? increase stakeholder engagement with CSPNC and continue to improve the quality of life for all stakeholders in the CSPNC area by addressing issues of concern

What were the BIG Goals for fulfilling your Vision?

1. Continue to develop training for the Board in order to achieve maximum effectiveness

Did your Council meet this goal? Yes No – Why? _____

2. Continue to work with the Council Office to provide smooth communications with City Departments

Did your Council meet this goal? Yes No – Why? _____

3. Continue to improve the website to make it an effective tool for access to CSPNC information

Did your Council meet this goal? Yes No – Why? _____

4. Manage the budget with stakeholder influence and oversight

Did your Council meet this goal? Yes No – Why? _____

5. Work with other NCs in the area on major projects that impact more than just the Coastal area

Did your Council meet this goal? Yes No – Why? _____

How did your BIG Budget match up to your goals?

Outreach: Budgeted:\$ 17,200 Spent:\$ 11,351

Operations: Budgeted:\$ 6,800 Spent:\$ 5,891

Neighborhood Purpose Grants: Budgeted:\$ 10,500 Spent:\$ 10,578

Neighborhood Improvements: Budgeted:\$ 0 Spent:\$ 0

Elections/Selections: Budgeted:\$ 4,500 Spent:\$ 4,477

Budgeted Total:\$ 37,000 Actual Amount Spent:\$ 32,297

When did your Council do the majority of the spending?

First quarter (July – Sept):\$ _____ Second quarter (October – December):\$ _____

Third quarter (January – March):\$ _____ Fourth quarter (April – June):\$ 19,094

How did you measure your BIG Score and what were the results? Please be specific with numbers if the measurement was to increase a number, e.g. increase web traffic (from how many hits to how many?) or more people at meetings (from how many people to how many?)

Measure: Create a tracking system to track issues from inception to completion.

Result: Issues continue to be tracked manually by the responsible committee chair and admin staff.

Measure: File community impact statements

Result: The CSPNC filed three community impact statements on items of interest to stakeholders.

Measure: file requests for action to our elected and city departments

Result: CSPNC worked closely with CD15 to advance planning and engineering studies related to Sunken City

Measure: conduct 12 general board meetings and 40 committee meetings this year

Result: This goal was met - we conducted 12 meetings and 48 committee and agenda meetings.

Measure: collaborate on at least 3 events with CD15, City departments, local organizations and schools, and other NCs

Result: Outreach activities were substantially less than planned during 15-16.

increase our stakeholder database by 15% We increased the number of emails in the database 30%.
Contact stakeholders electronically 3 times per month Stakeholders were contacted 6 times per month

Citywide Neighborhood Council Metrics

How many Community Impact Statements did your Council file? 3 None. Why? _____
<http://www.cspnc.org/community-impact-statements/>

How many Requests for Action* (not including Community Impact Statements) from your electeds or City Departments did your Council make? _____ None. Why? _____

*A Request for Action is when the board makes a recommendation on an issue that must be conveyed to your electeds or City Departments to take further action, e.g. Neighborhood Council position on a land use issue or other City matter.

How many general and special meetings did your Council conduct? 12 Committee meetings? 48

How many events did your Council collaborate with electeds and/or City Departments to conduct? 0

Please list the event and the elected and/or City Departments involved.

n/a

How many events did your Council collaborate with a community group or non-profit? 0 Schools? 0

Please list the event and the community group, non-profit or school.

n/a

How many stakeholders did your Council have in its database (if not already listed in the Big Score above):

on July 1, 2015 558 and on June 30, 2016 743

do not have a stakeholder database

How many times did your Council communicate with its stakeholder database? 6 times every month year

Thank you for taking the time to complete this Neighborhood Council Self-Assessment Form!