



HOW TO PREPARE FOR YOUR FIRST NEIGHBORHOOD WATCH*



1. Decide on a date and time for a 1-1 ½ hr. meeting. Check with Barbara Gellman, the University City Coordinator, so she can line up our Community Relations Officer.
2. Decide how many homes you would like to cover and then send out meeting invitations. (Refer to sample invitation)
3. Have the meeting in your home or yard if possible; if not the library or nearby park is an option.
4. Have name tags, registration forms, copies of safety tips, useful phone list, pens, and REFRESHMENTS. Keep it simple; cookies or brownies or cheese and crackers or dips and lemonade or other drinks.

WHAT WILL BE COVERED AT THE MEETING (Sample Agenda)

1. Neighbor introductions.
2. What is Neighborhood Watch?
3. What are some of the problems in the community and their street.
4. Safety tips.
5. Review whom to call and when.
6. Discuss Nextdoor, a phone tree and/or email tree to communicate with neighbors and distribution of the contact list.
7. Discuss activity log and the importance of reporting problems to police and street captain.
8. Follow up with potential participants who could not attend.
9. Posting of the new sign or signs. (cost)
10. Thank all for coming; encourage them to stay for refreshments.

Plan to have fun with this, it's very social and gives everyone a good feeling knowing what to do, who to call and that each neighbor is looking out for another.

Refer to <http://www.sandiego.gov/police/services/prevention/programs/neighborhoodwatch.shtml> for more information about Neighborhood Watch.

*Adapted from SDPD information; based on personal experience by University City Neighborhood Watch Coordinator Barbara Gellman. For more information, visit <http://www.universitycitynews.org/> or email bggellman@yahoo.com.