



# NEIGHBORHOOD WATCH

## CHECKLIST

### ***Getting Started with a Neighborhood Watch Group:***

- You will need to organize a group of neighbors committed to the Neighborhood Watch Program and select a Coordinator as the primary point of contact. It will be the neighborhood's responsibility to select and approve the Neighborhood Watch Coordinator and Block Captains. Since this program is an all-volunteer group, the Orange County Sheriff's Office does not endorse, approve or select the Neighborhood Watch Coordinator or other participants.
- Create a planning committee to help initiate the program and to set program goals and procedures.
- Establish Block Captains to assist the Coordinator in passing on information and helping the program grow.
- Establish a means of communicating with the residents through the use of e-mail, fliers, and telephone list.
- Set up a community bulletin board for crime prevention information and notice of meetings.
- Designate a community meeting location (a resident's house / apartment, community center, school, library, etc...) to hold meetings with your neighbors.
- Maintain an agenda to keep things moving and on track.
- Invite a Crime Prevention Deputy to a meeting to discuss crime issues in the neighborhood and provide crime prevention information and safety tips to the community.
- Have a map of the community with spaces for names, addresses, and phone numbers of all households. This is part of the "telephone tree" and a great way to pass on information.
- Offer crime prevention brochures or other materials on topics of interest to the residents.
- The Orange County Sheriff's Office will facilitate Orange County approved Neighborhood Watch signs for your community.

### ***Community Meetings:***

- Seek out neighborhood partners, guest appearances from local civic leaders and elected officials to be your advocates and mentors.
- Work with existing citizen associations, tenant associations, and local housing authorities.
- Invite guest speakers to talk about local crime trends and crime prevention tips.
- Start a neighborhood newsletter. Host a National Night Out gathering in October.
- Allow time for fun activities at your meetings. Attendees should have time to socialize and come up with community crime prevention projects (i.e... clean a recreation area; remove built up trash in storage areas; fix broken lights; paint over graffiti, etc.).

### ***Building Community Partnerships / Establishing Resources:***

- The Sheriff's Office's provides information on local crime patterns, crime prevention education, and crime reporting sources such as CrimeLine (1-800-423-TIPS) <https://crimeline.org> ; [www.ocso.com](http://www.ocso.com) ; [www.nnw.org](http://www.nnw.org)
- Partnering with local businesses and community based organizations can assist by providing materials to make fliers and a centralized place to hold community meetings.
- Libraries are another valuable source that can provide research materials, videos, computers, and a meeting location as well.
- Social media platforms can also aid Neighborhood Watch programs by publicizing recruitment drives and passing on crime prevention information ([www.ocso.com/Public-Interest/E-Brochures](http://www.ocso.com/Public-Interest/E-Brochures)).