

The captain is also responsible for the paperwork that is required. Attendance sheets from each meeting/event you have need to be turned into your crime prevention officer to ensure active participation. Attendance sheets can be downloaded from the Web at www.cityofmesa.org/police/neighbor.aspx.

Any Neighborhood Watch group that does not have the two required meetings per year with at least 50% participation will not be considered "active" and will have their Neighborhood Watch removed from the program.

The captain is also the liaison between the police department and their neighbors. The police department sends e-newsletters, e-mails and information to the captains and co-captains. They, in turn, can disseminate the information to their neighbors. If there are questions or concerns conveyed during an event, the captain can call their crime prevention officer for clarification and answers.

How to plan your meetings and make them successful!

Make the date as convenient as possible for the majority of the people. Send out invitations or flyers at least 2 weeks in advance. You will probably never get everyone at one meeting. That's okay. All you need is 50% of the homes in your designated area to participate. Take a quick survey of your neighbors to see which night and time are best for them. They are the ones who make the program successful. Be sure to have everyone there sign the attendance sheet so you get credit for the meeting.

Tips for having a Neighborhood Watch party!

- Assign one person to handle RSVPs.
- Have name tags with each person's name and house number.
- Assign people to bring food, paper plates, napkins, cups, drinks, utensils, ice; or let each person bring their own beverage.
- Younger children are comfortable on sheets or blankets on the ground. It is nice to have some toys out for them or activities planned for them.
- Provide several large trash containers.
- Ask guests to bring lawn chairs.
- Ask local merchants to donate food, prizes, gift certificates; even money-saving coupons that will make good give-aways to those who attend.
- Just in case, have a first-aid kit handy.
- If you BBQ, keep the grill far away from the children's area. Begin cooking on the grill about a half-hour before the party.
- Take pictures as souvenirs.

Check out our Web site for:

- more meeting and party ideas
- all the forms you need

www.mesaaz.gov/police/literature/neighbor.aspx



So...
you want to
start a

Neighborhood
Watch?



Mesa Police Department
Crime Prevention
(480) 644-2300
www.mesaaz.gov/police

Your Neighborhood Watch Representatives

There are four full-time crime prevention officers who coordinate the Neighborhood Watch program.

Call (480) 644-2300
to find out who your
crime prevention officer is.

Neighborhood Watch...What is it?

The Neighborhood Watch program is the cornerstone of all crime prevention programs. It enlists the active participation of citizens in cooperation with law enforcement to reduce burglaries and other neighborhood crimes. Its primary purpose is the protection of property — **yours and your neighbors.**

Neighborhood Watch is a proven and effective means to substantially reduce not only the incidence of residential burglaries in a specified geographical area, but the incidence of other crimes.

A good neighbor is one of the most effective crime prevention tools ever invented!

This program teaches you the steps that can be taken to help protect your home. It also helps you organize a neighborhood group and start making crime prevention a part of everyone's daily routine.

Why establish a Neighborhood Watch?

The Neighborhood Watch program will help deter crime in the neighborhood you live in. The

"job" of a citizen in a neighborhood watch area is to be suspicious, alert and to report any suspicious activity to the police. It is the responsibility of the police to apprehend the criminals. Yours is to report crime.

Who gets involved? Everyone!

Get as many neighbors involved as possible. Not everyone will want to be part of the program, and that's alright. Make sure they know about the Neighborhood Watch program and that they are always welcome to come to the get-togethers. Make sure they know about all your events.

Where to hold your meetings...

Make the meetings as convenient as possible. Have them in the neighborhood so that your neighbors will come. The first meeting can be held indoors or out, depending on the weather. If outside, ask the participants to bring their own chairs. Most meetings are held outdoors, in front of the home, in the driveway, backyard, garage, etc. Your second meeting and subsequent meetings can be held anywhere. If you have it somewhere other than the neighborhood, make sure there are good directions to the event. **A crime prevention officer will need to attend one of your first two meetings to introduce the program to everyone. Please call at least 3 weeks in advance to schedule a meeting with us.**

When do you hold your meetings or get-togethers...

Whenever it is good for your neighbors! Make it hard for them to give you an excuse not to be there. Evenings are good, beginning around

7 p.m. or later. Daytime is good if you are in a retirement-type community. Contact your crime prevention officer to schedule a date and time.

Active Participation...

The captain and co-captain(s) will be responsible for holding two meetings or activities per year. A qualified activity is 50% or more participation of the homes in your "watch" area.

What are the responsibilities of a Neighborhood Watch captain?

A captain is very important to the success of the program! Their involvement and enthusiasm will get the other neighbors involved. The captain arranges the meetings or events. **Two are required per calendar year.** Don't let it scare you! It will take less time than you think.

One of your first two meetings needs to be the presentation of the program by a crime prevention officer from the Mesa Police Department. Some of the topics covered in the presentation will be:

- The Neighborhood Watch program
- Home Security and Target Hardening
- Vehicle Security
- Operation Identification

Subsequent meetings just need to be some kind of get-together. The purpose of these meetings is for the neighbors to get to know each other.

