$3.00

NNWI

HOW TO START

(AND MAINTAIN A HEALTHY) NEIGHBORHOOD WATCH PROGRAM

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A PUBLICATION OF THE

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HOW TO START A NEIGHBORHOOD WATCH PROGRAM

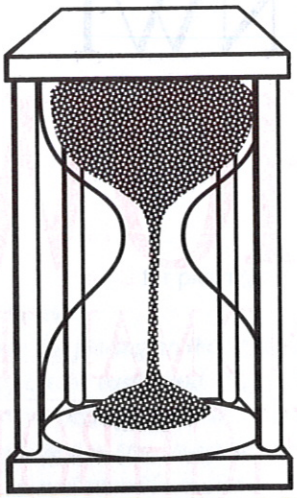
Starting a Neighborhood Watch program might seem like a huge task. Where do we begin? What kind of time-table? Who will be involved in it? How can interest be maintained? What materials are needed? What are the benefits of a Neighborhood Watch program?

All these, and more, are common questions you might ask when facing the challenge of starting a crime prevention program such as Neighborhood Watch. Here, at the National Neighborhood Watch Institute, we are providing you a 16-page working guideline on **"How to Start (and Maintain a Healthy) Neighborhood Watch Program."**

The price: Your time in reading through it, and hopefully, taking action and starting up your own program. You are encouraged to use this manual, and pass it along to others to spread the word. The National Neighborhood Watch Institute charges $3.00 per copy.

Here is how you start:

1 Determine if there is a need for and if there is an interest in a program in your city, town, condominium, home owners association or whatever size unit you wish to start. At a minimum, invite neighbors who have a fairly direct view of each other's houses or apartments. For a standard city block, this might include both sides of the street, corner houses that look down your block, and backyard neighbors when applicable. Remember our motto, **"We Look Out For Each Other!"** Don't get carried away! You want a small group of neighbors that you mutually trust — not a group of strangers too large to know each other by name.



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2 Four weeks before the start-up meeting, visit your neighbors and explain that you are starting a NW program for your neighborhood. Get an indication from them of the best time, date and place for a meeting. Explain that this start-up meeting will have to be coordinated with the other neighbors and your local law enforcement agency. Ask about any crime concerns or other local issues they may have. They may also provide you with information on suspicious activity in the area.

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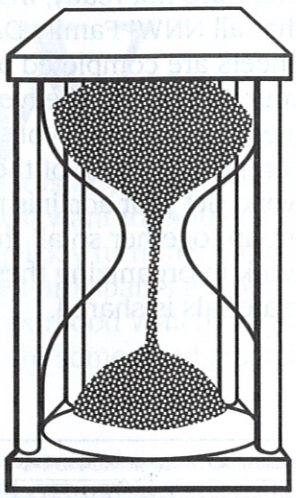
3 Verbally inform each of them of the benefits of having such a program and that you will welcome them to the start-up meeting. Also explain that the start-up meeting will probably be a few weeks away. For best results hold the meeting in a home in the immediate neighborhood.



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4 Three weeks before the meeting you should order:

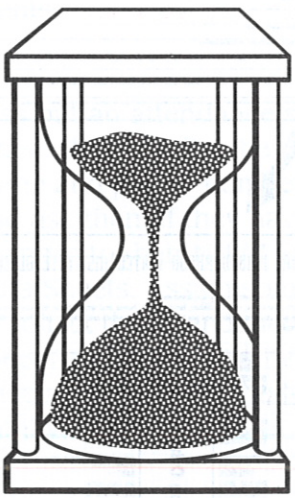
- NNWI Participants' Handbooks
- NNWI Personal and Home Security Handbooks
- NNWI Family Data Sheets
- NNWI Telephone Tree Sheets
- NNWI Family Data Summary Sheets
- NNWI Block Maps
- Electric Engraver and
- NNWI Inventory Sheets

You may want to create some of your own items shown above, but at a cost of only a few cents each, you are far better off purchasing these from NNWI. The three handbooks are copyrighted and must not be reproduced. An order form will be found on the back cover of this publication.

5 Give them a NNWI Family Data Sheet to complete prior to coming to the start-up meeting. *(See NNWI Family Data Sheet or sample on page 13.)*

6 After determining the best time and day of the week for the meeting, contact your local law enforcement representative to schedule a time with them to attend your start-up meeting. It is important to contact them at least two weeks in advance. This should be coordinated very early in this process. Schedule the officer to arrive a half hour after the meeting begins so that Block Captains can be elected and information about the program can be distributed. *(See First Start-up Meeting on page 5.)*

7 A week in advance of the meeting, give Participants a flyer with the day, date and time of the start-up meeting as well as the location and the name of their neighbor who will host the start-up meeting. (See Meeting Announcement Flyer on page 12) Try to make personal contact with every potential member, and ask them to bring their completed NW Family Data Sheet to the meeting. Seek help from the neighbors you contact. They can provide folding chairs or refreshments, escort seniors to the meeting, or they can assist you with organizing and networking. Getting them involved early secures their commitment.



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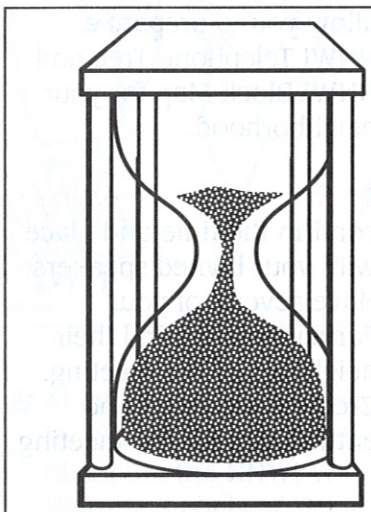

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8 Call and contact each prospective Participant two days in advance of the meeting to remind them of the meeting date, time and place. Remind them that refreshments will be served...turnout improves when refreshments are available.

9 If possible, collect the completed NNWI Family Data Sheets prior to the meeting. You probably will not collect them all so explain to the participants who have not completed their NNWI Family Data Sheets to

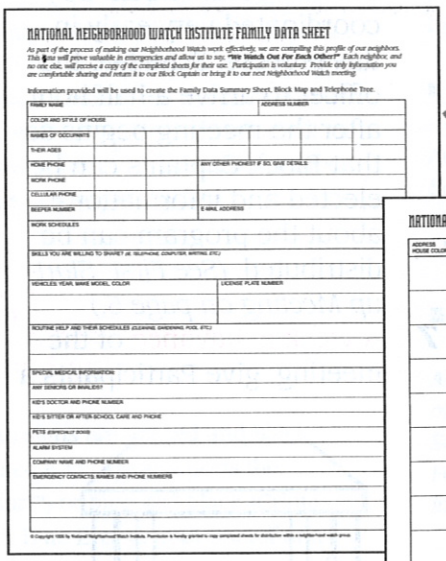
please do so before they leave the meeting. It is necessary for all participants to complete the NNWI Family Data Sheets to fully implement your Neighborhood Watch program. This information is ESSENTIAL to compile a complete NNWI Family Data Summary which each participant will have in their home as their primary neighborhood reference and is ESSENTIAL to fully implement our program. (See NNWI Family Data Summary) The Family Data Sheets will also allow you to prepare a NNWI Telephone Tree and NNWI Block Map for your neighborhood.

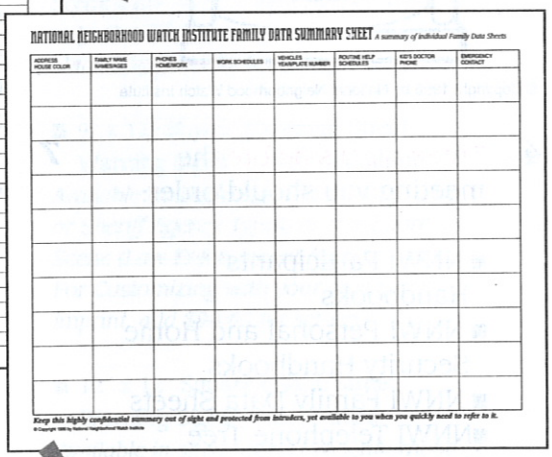
10 On the day of the meeting, confirm the time and place with your invited speakers. Have several of your Participants remind their neighbors of the meeting. Create excitement and enthusiasm for the meeting.

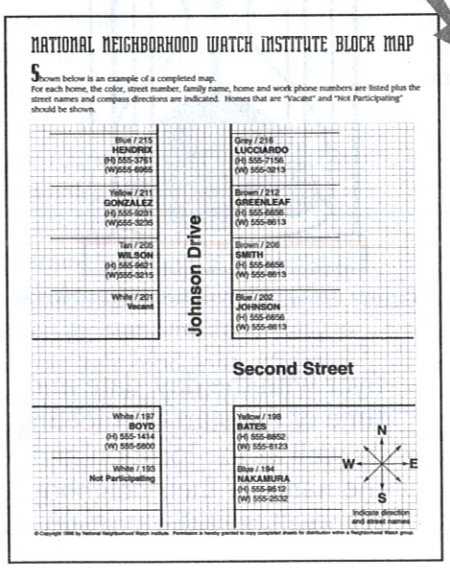
The NNWI Family Data Sheet is the key piece of paperwork in implementing your Neighborhood Watch Program.

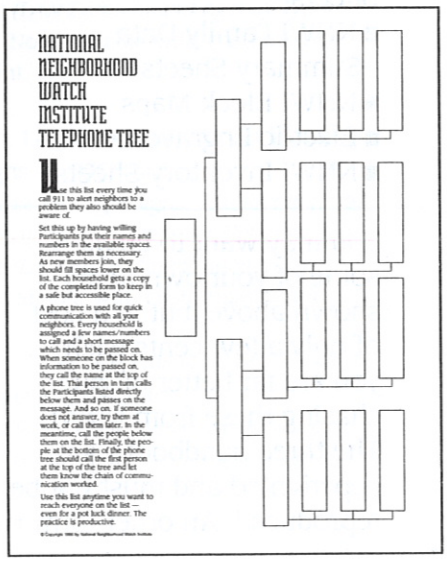
11 Prepare for the first meeting. Try to keep the first meeting limited to 90 minutes. Have refreshments before the announced start of the meeting. Hold to the schedule as much as possible. Plan to keep the meeting focused on the establishment of the Neighborhood Watch, its benefits and its organization. If you have not already done so, discuss whatever minimal fees are needed to start and maintain the program.

12 At the initial meeting, have name tags for each neighbor. This will enable them to know each other by name. Circulate the completed NNWI Family Data Summary Sheets, NNWI Telephone Tree and the NNWI Block Map if they are ready. Demonstrate how the NNWI Telephone Tree and the NNWI Block Maps work. If these are not ready, insure that all NNWI Family Data Sheets are completed before your Participant's leave the meeting to enable you to complete the rest of the work. Get your administrative group together so all the work in organizing these materials is shared.


NATIONAL NEIGHBORHOOD WATCH INSTITUTE FAMILY DATA SHEET

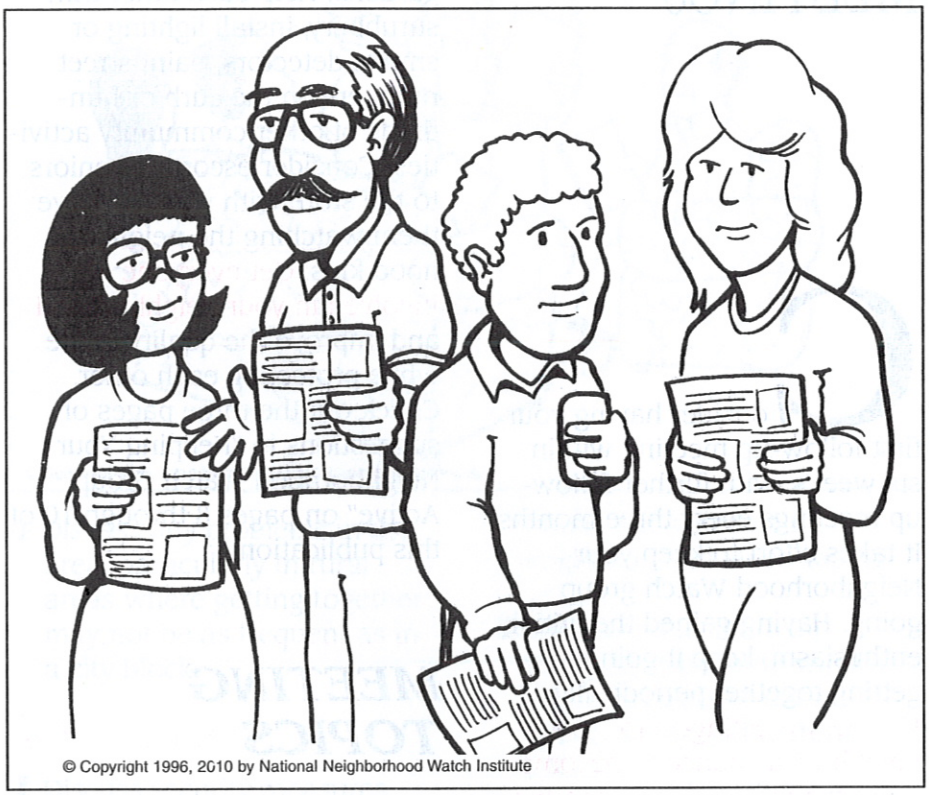

NATIONAL NEIGHBORHOOD WATCH INSTITUTE FAMILY DATA SUMMARY SHEET




NATIONAL NEIGHBORHOOD WATCH INSTITUTE TELEPHONE TREE

THE FIRST START-UP MEETING

When you have your neighbors at your first meeting you will want to motivate them and quickly turn them into active Participants in your Neighborhood Watch program. Here are some good guidelines:



1 Have refreshments, name tags and seating ready at least fifteen minutes before the meeting time.

2 Give your neighbors a chance to socialize a little before the meeting begins. For the start-up meeting, have extra NNWI Family Data Sheets available because someone will certainly arrive without theirs.

3 Prepare and review the Agenda. *(See Meeting Agenda on page 7)*

4 Have everyone introduce themselves, telling the group which dwelling they live in and say who the other non-attending occupants are by name, sex and age.

5 Ask the group to feel free to join in the discussion with their questions and comments. ***Don't be bashful.***

6 Pass out an attendance sheet where they can list their name and phone numbers — and ask them if they have changes to their NNWI Family Data Sheets. Assign someone to collect the attendance sheets and NNWI Family Data Sheets, and update the NNWI Family Data Summaries.

7 Arrange for copies of the NNWI Family Data Sheets (and Summaries) to be distributed to all **PARTICIPANTS, ONLY!!**

8 At either the first meeting or the first follow-up meeting, distribute the NNWI Window Warning Labels or Decals.

9 At the first meeting, elect a Block Captain or Watch Coordinator to interface with law enforcement and a Social Director to set up a social event within the next six weeks for the first follow-up meeting.

Get Everyone Involved!

FOLLOW-UP MEETINGS

Consider having your first follow-up meeting within six weeks, with further follow-up meetings every three months. It takes effort to keep your Neighborhood Watch group going. Having gained the initial enthusiasm, keep it going by getting together periodically. Frequent meetings allow your neighbors a chance to become more familiar with one another. This makes it harder for a stranger to go undetected.

Make a strong effort to get the families in your neighborhood who are not already Participants to become involved.

If you did not already pass out the NNWI Window Warning labels or decals, do so at this meeting.

Make the time meaningful at the same time being considerate of your neighbor's time. Keep the meeting to 90 to 120 minutes in length.

A quarterly pot-luck based on the season of the year is a good excuse for the group to get together. It encourages the attitude exemplified in your street and window signs, **"We Look Out For Each Other!"**

Use your Neighborhood Watch group to organize other activities such as tool exchanges, garage sales and community gardens. Help each other trim shrubbery, install lighting or smoke detectors, paint street numbers on the curb or hundreds of other community activities. Consider escorting seniors to the store with you and have them watching the neighborhood kids. Get everyone involved in your neighborhood and improve the quality of life while protecting each other. Check out the three pages of suggestions in "Keeping Your Neighborhood Watch Group Active" on pages 8 through 10 of this publication.

MEETING TOPICS

Our reason for existence, **"We Look Out For Each Other!"**, is best achieved by becoming better acquainted at regularly scheduled Neighborhood Watch meetings. These meetings better educate you and your neighbors about subjects that should be of concern to the group. These meetings also build better friendships. There are many resources that are available to your Neighborhood Watch group from the Federal, State and Local levels. Your local Crime Prevention Officer can offer you information on many topics, including:

- Personal Safety
- Self Defense
- Child Safety
- CPR and First Aid
- Gangs
- Drugs
- Vandalism Prevention
- Fire Prevention
- Victim-Witness Services
- Annoying Phone Calls
- Observations Skills
- Bicyle Safety
- Fraud and Con Games
- Larceny Prevention
- Safety Tips for Seniors
- Auto Safety
- Latchkey Kids
- ATM Precautions
- Car-Jacking
- Holiday Precautions
- Home Security
- Recognizing Substance Abuse
- Graffiti Protection

Form a committee to see what information is available. See if speakers or videotapes are available. Take an informal survey among your group and decide which are most important. Set priorities for which subjects will be discussed at which times. Try involving all members of your neighborhood, not just one or two from a dwelling, but the entire household.

Set out an agenda for each meeting, provide the dates and subjects of each meeting, print it out and distribute it to each Participant two weeks in advance of your meeting. Call all your participants to remind them two days before your meeting. Test your telephone tree for this purpose.

TYPICAL MEETING AGENDA

A typical meeting agenda should include:

INFORMATION SHARING

1 Discuss area's strengths, weaknesses and problems.

2 Distribute updated NNWI Family Data Summary Sheets, NNWI Telephone Trees and NNWI Block Maps.

3 Distribute NNWI Participants' Handbooks, NNWI Personal and Home Security Handbooks and any other training literature which has become available.

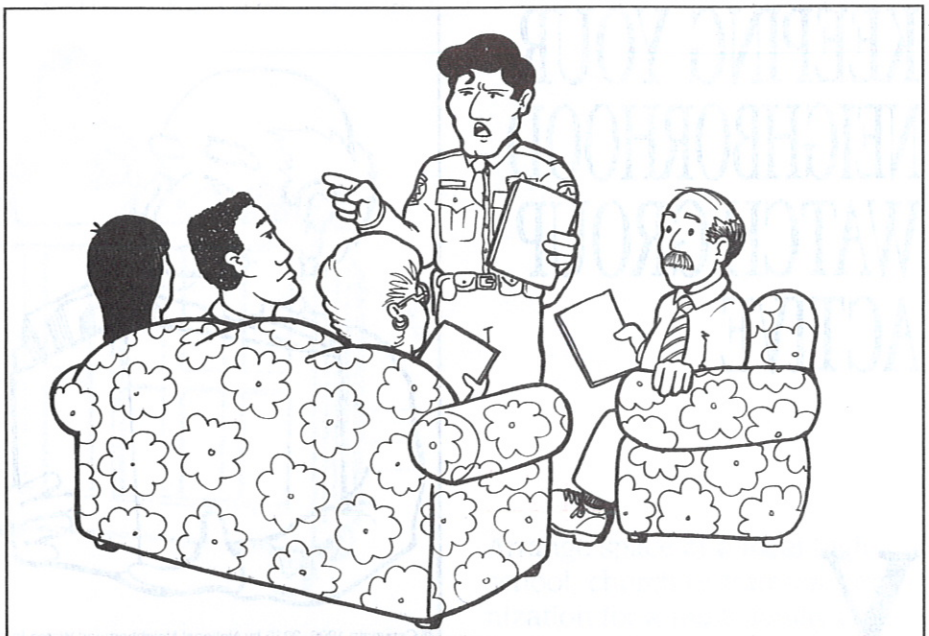
SUSPICIOUS ACTIVITY

1 Perform a Suspect Description exercise, including asking each person to explain what is meant by "**S**he **S**imply **C**ould **N**ot **H**ave **H**ad **A**ny **R**eally **G**ood **E**arly **W**arning **A**bout **H**im"?

2 Define and discuss suspicious activity

3 Review when you call 911 and when you call your law enforcement agency's business number.

Emphasize importance of calling, without hesitation, if they see, hear or smell anything suspicious



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4 Discuss any problems in the area, particularly in rural areas where getting together may not be as frequent as in a city block.

HOME SECURITY

1 Discuss security measures that can be taken.

2 See who needs help with lock installation, tree trimming, installing outside lights, etc.

3 For rural areas, discuss the concept of zone security and the placement of automatic timers for lights and radios.

4 Discuss the use of signage for both street and individual property. Discuss use of window labels and decals.

PROPERTY ENGRAVING/ PROTECTION

1 Explain how best to mark and inventory property.

2 Ask a volunteer to video-tape the interior of each home for insurance purposes. Put the video tape in a safe place, somewhere away from your home. Set schedule for engraving and video-taping.

3 Purchase and share an engraver. Distribute window warning labels or decals which are available from NNWI.

TASK ASSIGNMENT

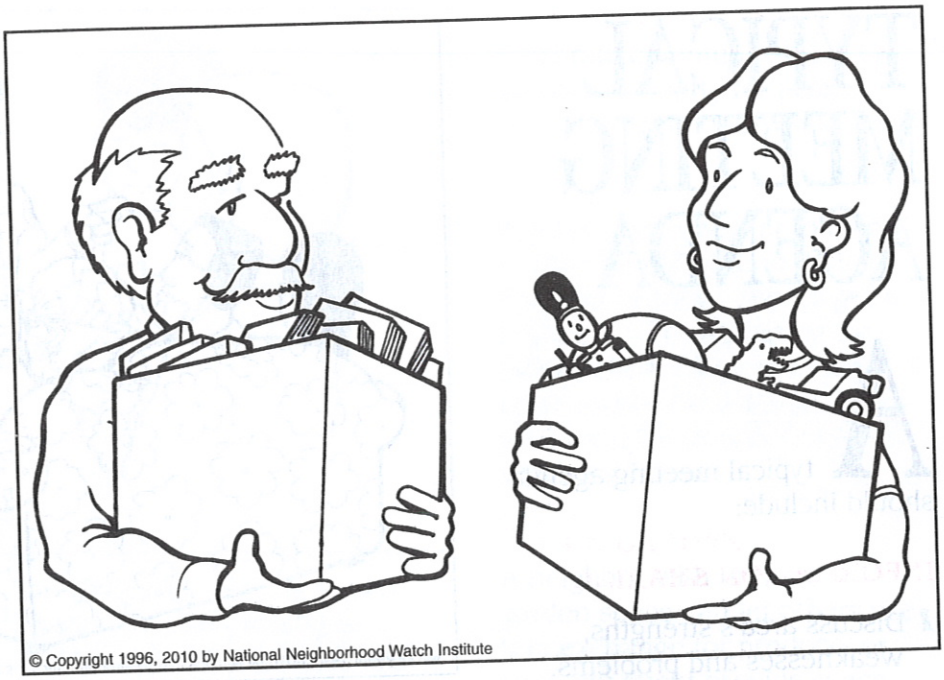
1 Delegate responsibilities based on the above discussions.
2 Set deadlines for completion, or milestones along the way.
3 Collect donations to purchase signs. Decide where the signs should go.

WRAP-UP

1 Decide on time and place of next meeting.
2 Who will handle refreshments?

Enjoy the camaraderie of your neighbors, socialize and make getting together for the Neighborhood Watch Meeting a fun experience on a regular basis. *See Meeting Topics on page 6 for other ideas for subjects to be discussed at your regularly scheduled meetings.*

KEEPING YOUR NEIGHBORHOOD WATCH GROUP ACTIVE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Your Neighborhood Watch group will have high interest at the start-up and for a few meetings thereafter. The real trick is keeping the group actively going and involving all the neighbors for years. Here are a list of 22 ideas to help you have regular activities, in which all the Participants have fun, socialize and attempt to solve neighborhood problems. These really take the motto, **"We Look Out For Each Other!"**, to its fulfillment.

INFORMATION SHARING

Write your own block newsletter. Keep people up to date on crime or other subjects of interest including the goings-on within your own group. With desk-top publishing so easy to do on a home computer, the task is made easy.

Involve several neighbors in gathering information to share. It's fun.

CARPOOLING

Share a ride to work, downtown, shopping, etc., with a neighbor or two — especially the seniors on your block.

BLOCK HOME

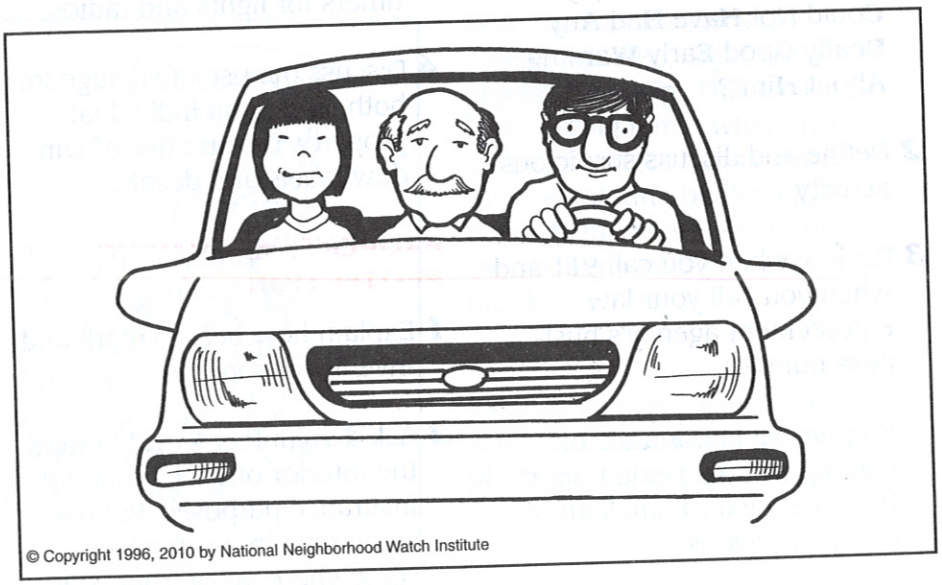
Involve at least one home on the block to serve as a safe haven for kids who are frightened. Latch key kids are a big problem. Loneliness of seniors is another problem. Put them together to get a great solution to both problems.

GROUP MATERIAL BUYING

Many nurseries, building supply businesses, equipment rental yards, etc. will give customers a discount on large orders. Tie this in with your block clean-up day; buying fruit trees, shrubbery or firewood; or renting home repair equipment. You might even extend this to groceries and canned goods if you have a Price Club, Sam's Club or other wholesaler/retailer offering bulk purchases.

BLOCK GARAGE SALE

Buy an ad in the local paper and post signs advertising your big block-wide garage sale. Conduct it on the same Saturday and get the whole block involved. You can even buy each other's cast-offs so you can have the makings of your next Block Garage Sale.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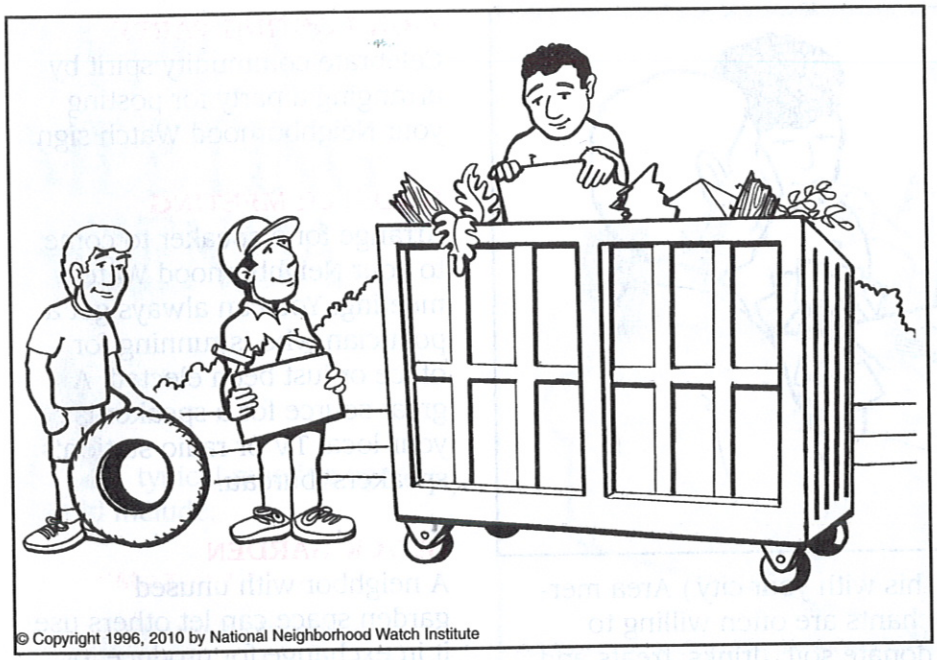
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BLOCK CLEAN-UP

Rent a dumpsters for a weekend. Neighbors can share tools and expertise to help one another. Cap off the day with a celebration of your achievement.

BLOCK INVENTORY

Explore the wealth of talent on your block — auto or bicycle mechanics, gardeners, artists, typists, lawyers — all those secret talents can be bartered. Share your expertise, make friends and maybe even save some money.

DISASTER PREPAREDNESS

Every part of the country has earthquakes, floods, fires, hurricane, tornado or other disasters. Develop plans to cope with these emergencies and insure that all the Participants have their homes prepared, food and water supplies on hand, and meeting places for their loved ones decided upon. Lots to do this in area.

WINTER EMERGENCY PLANNING

Develop a game plan for winter emergencies. Who has a gas stove? Four wheel drive vehicle? Does anyone have special needs? Who has a CB or ham radio? Identify and inventory your block resources.

WALKING / EXERCISE GROUPS

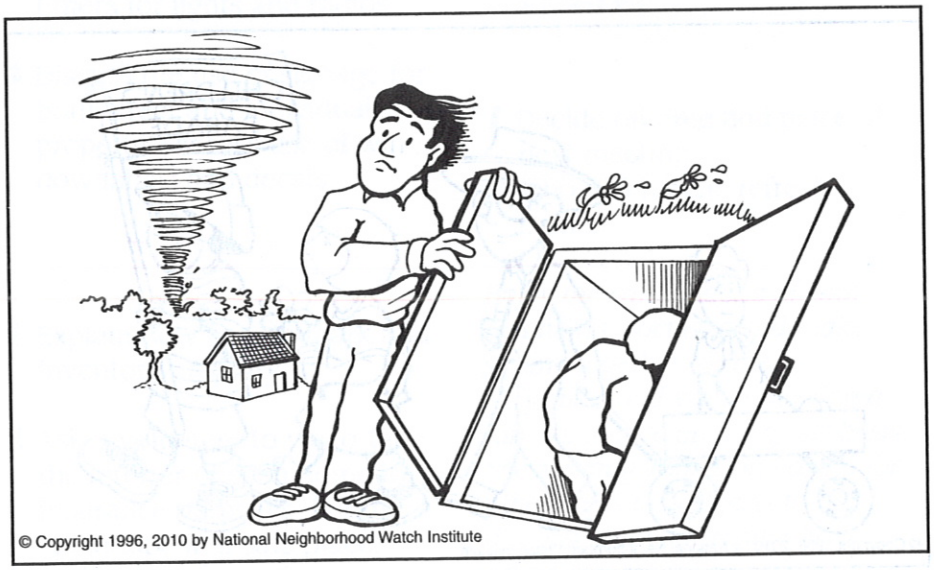
It's easier to exercise with a companion at a regular time. Organize a weight loss competition. Celebrate with a low-cal pot luck.

HOLIDAY DINNER GET-TOGETHER

Arrange space at a local high school, church or fraternal organization for a multi-family celebration. Share the work and the cost of the meal and provide home-born entertainment. Could be lots of fun!

PROGRESSIVE DINNERS

Hors d'ouerves at one house, salad at the next, soup at the third, main course at the fourth and dinner at the fifth. You really don't have far to drive. Each house provides one course, and the party moves from house to house. And what a wonderful opportunity to socialize and visit each other's homes.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CARD OR GAME GROUPS

When was the last time you played bingo, gin rummy, canasta, Monopoly or Scrabble? How much fun was it? Get away from the TV and enjoy each other's company. And while you're kibitzing, talk about Neighborhood Watch.

DISCUSSION GROUPS

Once a month, instead of watching TV, get together with neighbors, designate a rotating facilitator, and discuss any topic.

KID'S PARADE

If your block has a lot of kids, show them off with a children's parade. Close off your block for the event. (Be sure to coordinate this with your city.) Area merchants are often willing to donate soft, drinks, treats and prizes for these events.

GOODS EXCHANGE

Collect unwanted books, toys, or outgrown children's clothing. Exchange them with neighbors for new "treasures."

SUPPORT GROUPS

Seniors, young mothers and single parents will benefit from meeting to each other share concerns.

SIGN POSTING PARTY

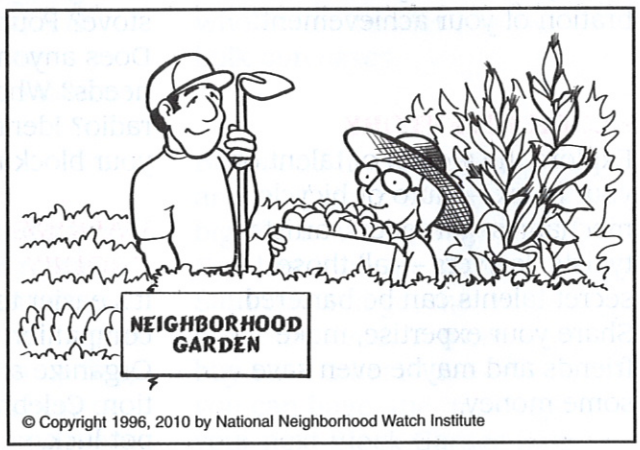
Celebrate community spirit by arranging a party for posting your Neighborhood Watch sign.

BOOSTER MEETING

Arrange for a speaker to come to your Neighborhood Watch meeting. You can always get a politician who is running for office or just been elected. A great source for a speaker is your local TV or radio station's speakers' bureau.

BLOCK GARDEN

A neighbor with unused garden space can let others use it in exchange for produce, or your city might provide space for a garden plot in a community garden. Celebrate with a harvest festival.



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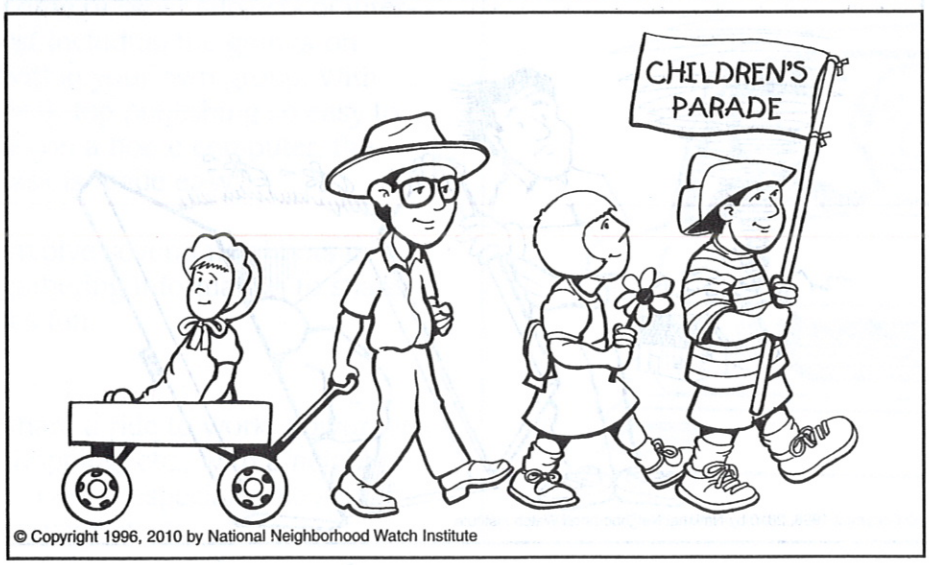
CHILD CARE CO-OP

With the aid of your NW Telephone Tree, organize a childcare Co-Op. This is like a baby-sitting bank, where no money changes hands, only time. A rotating bookkeeper reminds members when they owe hours —or they need a break!

TELEPHONE REASSURANCE

Establish a system whereby seniors or shut-ins are telephoned daily to make sure they are all right.



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BENEFITS OF A NEIGHBORHOOD WATCH PROGRAM

The eight most important benefits of being involved in your own Neighborhood Watch program are:

1 Neighborhood policing by you and your neighbors, together with your own police or sheriff, creates a greater sense of security, well-being, and reduction of fear of crime because you know you and your neighbors will **"... LOOK OUT FOR EACH OTHER."** Most law enforcement agencies are limited in their available manpower — you help stretch that tax dollar and add eyes, ears and even noses by your involvement in Neighborhood Watch.

2 Reduce the risk of being a crime victim. You are taught how to take preventive measures that substantially decrease the likelihood of becoming a crime victim. Not only does Neighborhood Watch reduce the risk of your home being burglarized, the instances of other crimes such as vandalism, graffiti, personal assault, auto theft and other personal crimes also decrease.

3 The Neighborhood Watch program trains you how to observe and report suspicious activities occurring in your neighborhood. It trains you on what information law enforcement officers need when you report a crime and why. It trains you to detect illegal activities 24 hours a day - seven days a week.

4 Knowing your neighbors is an important feature and benefit of this program. You get to know Participants regular patterns so you can see when something is unusual. You get to know how to contact them quickly. You get to know when they are on vacation, when they are away at work and who are the occupants of their home. Being aware of the goings-on in your neighborhood is not invading any one's privacy or snooping, it is guarding against trouble or any situation which could be dangerous to your neighborhood. It simply comes down to our motto, **"WE LOOK OUT FOR EACH OTHER".**

5 You have greater access to criminal activity information. Neighborhood Watch programs are designed to keep Participants informed of crime trends and patterns so they will be better prepared to spot criminal activity in their neighborhood.

6 Participants get on-going training in how to protect themselves. In the early 1980's the terms of "Car-Jacking" or "ATM victims" were not even in our vocabulary. Do you or someone you know have a car alarm, or an anti-theft device installed or provide other protection for you as a driver or your vehicle? Do you now carry an ATM card? And do you sometimes do your banking at odd hours? Neighborhood Watch provides this training.

7 Posting Neighborhood Watch signs on your street and labels or decals in your windows tells a criminal that (a) you are not an easy target, that (b) they are probably being watched and (c) you have taken the steps necessary to deter crime in your neighborhood. Convicted burglars report avoiding neighborhoods that have Neighborhood Watch signs posted.

8 Address issues of mutual interest by getting together with your neighbors on a regular basis (monthly, quarterly, or what ever you wish). These may be for other crime prevention, fire prevention, local planning, or other projects which you alone may say, "Why don't they do something about...!" As a community, as an organization already working together as a Neighborhood Watch group, you have the stepping stone needed to getting things done.

Just Do It!

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We <u>can</u> do something for ourselves.

Get involved.

Make a difference.

Have fun at the same time!

We welcome you to our First

NEIGHBORHOOD WATCH MEETING

at _____ on _____, the _____ of _____
Time Day Date Month

at the home of: _____

at: _____
Address

This will be a good chance for us neighbors to meet each other as friends. Refreshments will be served. The meeting should last about 90 minutes, giving us time to talk about how we can mutually prevent crime and better our neighborhood. Please complete the Family Data Sheet accompanying this flyer and bring it to the meeting with your own ideas and concerns for our neighborhood.

Please call _____
to confirm the attendance of you and your family.

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SAMPLES OF NATIONAL NEIGHBORHOOD WATCH INSTITUTE VITAL PAPER WORK

NATIONAL NEIGHBORHOOD WATCH INSTITUTE FAMILY DATA SUMMARY SHEET

A summary of individual Family Data Sheets

ADDRESS HOUSE COLOR	FAMILY NAME NAMES/AGES	PHONES HOME/WORK	WORK SCHEDULES	VEHICLES YEAR/PLATE NUMBER	ROUTINE HELP SCHEDULES	KID'S DOCTOR PHONE	EMERGENCY CONTACT

Keep this highly confidential summary out of sight ***you when you quickly need to refer to it.***

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AVAILABLE FROM NNWI IN PACKAGES OF 30 SHEETS

NATIONAL NEIGHBORHOOD WATCH INSTITUTE FAMILY

As part of the process of making our Neighborhood Watch work ef… neighbors. This data will prove valuable in emergencies and allow us to say, "W… each neighbor, and no one else, will receive a copy of the completed sheets for their use. P… provide only information you are comfortable sharing and return it to our Block Captain or bring it to … Neighborhood Watch meeting.

Information provided will be used to create the Family Data Summary Sheet, Block Map and Telephone Tree.

FAMILY NAME				ADDRESS NUMBER		
COLOR AND STYLE OF HOUSE						
NAMES OF OCCUPANTS						
THEIR AGES						
HOME PHONE			ANY OTHER PHONES? IF SO, GIVE DETAILS:			
WORK PHONE						
CELLULAR PHONE						
BEEPER NUMBER			E-MAIL ADDRESS			
WORK SCHEDULES						
SKILLS YOU ARE WILLING TO SHARE? *(IE. TELEPHONE, COMPUTER, WRITING, ETC.)*						
VEHICLES: YEAR, MAKE MODEL, COLOR			LICENSE PLATE NUMBER			
ROUTINE HELP AND THEIR SCHEDULES *(CLEANING, GARDENING, POOL, ETC.)*						
SPECIAL MEDICAL INFORMATION:						
ANY SENIORS OR INVALIDS?						
KID'S DOCTOR AND PHONE NUMBER						
KID'S SITTER OR AFTER-SCHOOL CARE AND PHONE						
PETS *(ESPECIALLY DOGS)*						
ALARM SYSTEM						
COMPANY NAME AND PHONE NUMBER						
EMERGENCY CONTACTS: NAMES AND PHONE NUMBERS						

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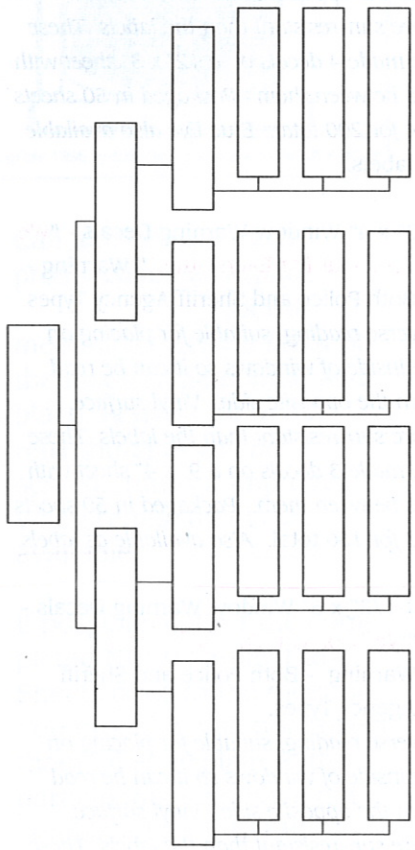
NATIONAL NEIGHBORHOOD WATCH INSTITUTE TELEPHONE TREE

Use this list every time you call 911 to alert neighbors to a problem they also should be aware of.

Set this up by having willing Participants put their names and numbers in the available spaces. Rearrange them as necessary. As new members join, they should fill spaces lower on the list. Each household gets a copy of the completed form to keep in a safe but accessible place.

A phone tree is used for quick communication with all your neighbors. Every household is assigned a few names/numbers to call and a short message which needs to be passed on. When someone on the block has information to be passed on, they call the name at the top of the list. That person in turn calls the Participants listed directly below them and passes on the message. And so on. If someone does not answer, try them at work, or call them later. In the meantime, call the people below them on the list. Finally, the people at the bottom of the phone tree should call the first person at the top of the tree and let them know the chain of communication worked.

Use this list anytime you want to reach everyone on the list — even for a pot luck dinner. The practice is productive.



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NEIGHBORHOOD WATCH MATERIALS

Neighborhood Watch Decals & Labels

All the decals and labels are red and black (Masked Bad Guy and Boris the Burglar[sm]) or blue and black (Crime Watch Blue Eye). Deacls are for placing on the inside of windows. Labels are for placing on top of surfaces. All are available in Mini-Packages of 12.

- 3" x 3" Window Warning Decals - **Neighborhood Scene** Warning - Law Enforcement Agency Type.

Reverse reading, suitable for placing on the inside of windows so it can be read from the opposite side. Vinyl surface. More sun-resistant than the labels These are made 4 decals on a 12" x 3" sheet with slits between them. Packaged in 50 sheets of 4 for 200 total. Blue Eye also available as labels.

- 3" x 4" Window Warning Decals - "We Look Out For Each Other!" Warning - Both Police and Sheriff Agency Types.

Reverse reading, suitable for placing on the inside of windows so it can be read from the opposite side. Vinyl surface. More sun-resistant than the labels These are made 3 decals on a 9" x 4" sheet with slits between them. Packaged in 50 sheets of 3 for 150 total. *Also available as labels.*

- 4-1/2" x 6" Window Warning Decals - "We Look Out For Each Other!" Warning - Both Police and Sheriff Agency Types.

Reverse reading, suitable for placing on the inside of windows so it can be read from the opposite side. Vinyl surface. More sun-resistant than the labels These are packaged in 100s.

- 5" x 5" Window Warning Decals - **Neighborhood Scene** Warning - Law Enforcement Agency Types.

Reverse reading, suitable for placing on the inside of windows so it can be read from the opposite side. Vinyl surface. More sun-resistant than the labels These are made 4 decals on a 12" x 3" sheet with slits between them. Packaged in 100s. Also available as labels.

- 5-1/2" x 4-7/8" Window Warning Decals - The same used since 1982. Both Police and Sheriff Agency Types.

Reverse reading, suitable for placing on the inside of windows so it can be read from the opposite side. Vinyl surface. More sun-resistant than the labels. Packed in 100s.

- 5-1/2" x 4-7/8" Window Warning Labels - The same used since 1982 . Both Police and Sheriff Agency Types.

Suitable for placing on the outside of windows, walls, posts or any surface not too exposed to weather. Coated label paper surface. Packaged in 100s.

Neighborhood Watch Street Signs

All the signs are are red and black (Masked Bad Guy and Boris the Burglar[sm]) or blue and black (Crime Watch Blue Eye) in both Sheriff and Police Versions or Law Enforcement Version with the Neighborhood Scene. They are silk-screened on to a white surface. The all-aluminum signs have white baked enamel on <u>both</u> sides and have a fade-resistant coating. Plastic are all white also. These will NOT rust.. All signs are round-cornered and punched with two holes for easy mounting.

The "Warning" message is white with black borders against the red background on the standard signs. Easy to read in low-light conditions. The standard signs have the easy to understand message: " We Look Out For Each Other!" A simple message anyone can understand
The Neighborhood Scene presents a "softer" image of the presence of a Neighborhood Watch group in the community. It is available only in the Law Enforcement Agency type. Both the standard and the Neighborhood Scene styles (aluminum signs) can be customized with your local agency name and phone number.

- 18" x 24" Large Aluminum Street Warning Signs — .063" aluminum

Available in single signs. Traditional (Police or Sheriff Agency Types) or Neighborhood Scene (Law Enforcement Agency Type). For Customizing with your own black imprint, add $110.00 for set-up.

- 12" x 18" Medium Aluminum Street Warning Signs — .050" aluminum

Available in single signs. Traditional (Police or Sheriff Agency Types) or Neighborhood Scene (Law Enforcement Agency Type). For Customizing with your own black imprint, add $100.00 for set-up.

- 12" x 12" Square Aluminum Street Warning Signs — .050" aluminum

Available in single signs. Neighborhood Scene (Law Enforcement Agency Type) only. For Customizing with your own black imprint, add $100.00 for set-up

- 9" x 12" Small Aluminum Street Warning Signs — .050" aluminum

Available in single signs. Traditional (Police or Sheriff Agency Types) or Neighborhood Scene (Law Enforcement Agency Type). For Customizing with your own black imprint, add $90.00 for set-up.

- 12" x 12" Square Plastic Street Warning Signs — .035" thick.

Available in single signs. Neighborhood Scene (Law Enforcement Agency Type) only. Not available with customized imprint.

- 9" x 12" Small Plastic Street Warning Signs — .035" thick.

Available in single signs. Traditional (Police or Sheriff Agency Types) or Neighborhood Scene (Law Enforcement Agency Type). Not available with customized imprint.

- 5" x 5" Square Plastic Street Warning Signs — .035" thick.

Available in single signs. Neighborhood Scene (Law Enforcement Agency Type) only. Not available with customized imprint.

Handbooks

- Participants' Handbook - 32 pp, two color, approx. 8-1/2" x 11" (letter) size. A comprehensive guide to the benefits of joining Neighborhood Watch, how the program works, getting involved with your neighbors for mutual aid, direction and location training, instruction on observations and recognition, suspicious activities and sounds, suspect and vehicle identification, how to report a crime, etc. *A must for every Participant!*

- Home and Personal Security Handbook - 32 pp, two color, approx. 8-1/2" x 11" (letter) size. An excellent guide covering home security and safety, with check-lists and illustrations of the many types of doors, windows and locks. Operation Identification, tips on the prevention of car-jacking, what to avoid and do in event of a sexual assault, preventing ATM hold-ups, special emphasis on apartment and rural security, vacation preparations and kids home alone. Crime prevention begins with self-protection. *This is an excellent "How to..." guide.*

- How to Start (and Maintain a Healthy) Neighborhood Watch Program - 16 pp, single color, approx. 8-1/2" x 11" (letter) size. A guide book giving you a week by week program to start your program, what you do at the first meeting and then at subsequent meetings. A typical meeting agenda and suggested meeting topics. 22 ideas of other things a Neighborhood Watch group can do, benefits of the program, a sample flyer to kick off your meetings and samples of the paper work which make the program flow easy. *Want to start a program? Here's how.*

Work Sheets

- Family Data Sheet - A letter size form designed to be completed, copied and given to each Neighbor-Participant in the program. Information includes the family name, address, names of all the occupants, their ages, their work schedules, their vehicles, skills they are willing to share with the group, contact to be called in case of an emergency and other bits of information. Information about kids, seniors and pets is also solicited. To prevent burglaries, the routine help and their schedules in and around the home and whether an alarm system is in place is also asked for. This Family Data Sheet, in the hands of your neighbors, is great insurance for achieving a crime-proof neighborhood. **"We Look Out For Each Other!"** can best be accomplished by every Neighbor-Participant knowing this information about a family. Because of the confidential nature of much of this information, its distributions is very limited and those receiving it are expected to study it then keep it put away in a safe place. *This is the most important tool in the Neighborhood Watch crime prevention program.*

- Family Data Summary Sheet - This is a brief condensation of ten Family Data Sheets so it can be kept near at hand for quick reference. It provides for listing of the address, occupants, their phones, work schedules, vehicle identification, routine help schedules and the names/phones of the kid's doctor and emergency contacts. It can be easily copied, being a single letter sized card, and made available to each mature family member.

- Block Maps - Generic layouts of the houses on a block which allows for entering the address, family names, home and work phone numbers of the principal occupants. Printed two sides on a letter size sheet, two common layout maps are provided. If your neighborhood, mobile home park or apartment building does not fit this format, it will at least give you a format to allow you to create your own block map.

- Telephone Tree - a letter size card setting out the path for telephone messages to be passed through the organization. No one person need call more than three other people and in a matter of less than 2 minutes all 19 people in the group should be able to be contacted. Great for passing along information about a possible intruder in the neighborhood, about a call to 9-1-1, or simply to get information passed along to the group.

- Household Inventory Sheets - a letter sized card, printed on both sides. The front side is for listing the article, manufacturer and model, serial number, location marked and purchase price. The reverse side has a list of items that are frequently stolen which you can use as a reminder as you do your own inventory. There is also a place for listing your credit card numbers and the phone numbers you need to call in the event any of the cards are lost or stolen.

To Order

Fax your order 24-hours a day to **(888) 329-6694** or call the National Neighborhood Watch Institute 8:00 AM to 5:00 PM PT at **(888) 669-4872**.

Order On-Line via the web at **www.nnwi.org**

SK Starter Kits
WP Welcome Packs

- Starter Kit contains: 2 - 9" x 12" signs (1 aluminum, 1 plastic), 15 decals, 3 copies of all 3 handbooks and 3 copies each of all 5 work sheets. Available in Masked Bad Guy, Boris the Burglarsm or Blue Eye styles in both Police and Sheriff Agency types.
- Neighborhood Scene Welcome Pack contains: 4 - 3" x 3" declas, 2 - 5" x 5" decals, 2 - 12" x 12" square street signs (1 aluminum, 1 plastic), 1 each of 3 all 3 handbooks and 1 each of all 5 worksheets. Available in Masked Bad Guy, Boris the Burglarsm or Blue Eye styles in Law Enforcement Agency types only.
- Standard Welcome Pack contains: 2 - 9" x 12" signs (1 aluminum, 1 plastic), 3 - 3" x 4" decals, 3 4-1/2" x 6" decals, 1 each of all 3 handbooks and 1 each of all 5 work sheets. Available in Masked Bad Guy, Boris the Burglarsm or Blue Eye styles in both Police and Sheriff Agency types.

OIS Operation Identification System

NNWI now offers a proven system for property protection. This system includes decals for windows and labels for outside surfaces; Electric engravers and Inventory Worksheets. These tools provide a deterrent to a thief by making your valuables easily traceable. If your valuables are ever stolen, your law enforcement agency will be able to identify them and get them back to you quickly.

- 3" x 3" and 3-1/2" x 5" Window Warning Decals for Inside of Windows

Reverse reading, suitable for placing on the inside of windows so they can be read from the opposite side. Vinyl surface. 3" x 3" are packaged in 100s, 3-1/2" x 5" are packaged in 50s. Available in Masked Bad Guy and Blue Eye Versions.

- 3" x 3" and 3-1/2" x 5" Window Warning Labels for placing on Top of Surfaces

Suitable for placing on the top of surfaces so they can be easily read. Vinyl surface. 3" x 3" are packaged in 100s, 3-1/2" x 5" are packaged in 50s. Available in Masked Bad Guy and Blue Eye Versions.

- Electric engravers are available through YOUR LOCAL HARDWARE STORE at a competitive price. Use your engraver to make all your valuables easily tracable, harder to fence and capable of being returned to you quickly if recovered by a law enforcement agency!!!

Start your Operation Identification program today.

WHAT NEIGHBORHOOD WATCH IS AND IS NOT!

Neighborhood Watch IS

1. A crime prevention program where neighbors **"LOOK OUT FOR EACH OTHER!"**
2. A crime prevention program that encourages Neighbor-Participants to get to know each other and their routines so that any out of place activity can be observed, recognized for what it is, reported and investigated.
3. A crime prevention program that teaches Participants techniques to reduce the risk of being victimized at home, in their vehicles and in public places.
4. A crime prevention program which trains Participants on the importance of recognizing suspicious activities and sounds, evaluate them and then how to properly report them.
5. A crime prevention program which teaches Participants how to make their homes more secure, to properly identify their property, and how to *"LOOK OUT FOR EACH OTHER!"*.
6. A cohesive body of concerned, involved, Neighbor-Participants addressing many issues that concern the entire community.

Neighborhood Watch IS NOT

1. A vigilante force working outside the normal procedures of the local police department or sheriff's office.
2. A 100% guarantee that crime will not occur in your neighborhood.
3. A program designed for Participants to undertake personal risks to deter crime.