

Tip Sheet: Neighborhood Block Parties

A series of how-to guides for residents working to improve their neighborhoods.

Why Have a Block Party?

Dear Fremont Resident,

For many generations block parties have served as a way for neighbors to meet each other. Some block parties are organized around holidays such as the 4th of July or Labor Day. Others may start because of an issue (traffic, vandalism) affecting the neighborhood. Whatever the motive, block parties often lead to further gatherings of neighbors, and may lead to neighborhood improvements such as new playground equipment, or a neighborhood clean up campaign.

You don't have to live in a district of single family homes to be involved in a block party. Block parties can happen in townhouse complexes, in apartment buildings, or even in a park near a condominium. A block party is simply a group of neighbors who work together to organize an event for their neighborhood.

This kit is organized so that all necessary information, forms, and "do's and don'ts" are included. In addition, your neighborhood community center or police department may be able to direct you to others who have organized block parties in your area if you want to organize a big event!

So don't hesitate! Gather a couple of neighbors, pick a date, follow the instructions in the guide, and invite everyone to join in!

Sincerely,

Fred Diaz
City Manager



*Police Department
Community Engagement Unit*

2000 Stevenson Blvd.
P. O. Box 5007
Fremont, CA 94537-5007
Tel# (510) 790-6740

www.fremontpolice.org

Table of Contents

Why Have a Block Party?	pg. 1
10 Reasons to Have a Block Party	pg. 3
How to Start Organizing	pg. 4
Good Ideas	pg. 5
Reminders	pg. 6
Sample Block Party Invitation	pg. 7
Block Party Details Sheet	pg. 8
Block Party Evaluation Form	pg.9
Suggested Activities	pg.10
Getting Your Neighbors to the Block Party	pg.11
Fun Family Activities	pg.12
Useful Phone Numbers	pg.13
Petition to close of the street	pg.14

10 Reasons To Have a Block Party:

1. To have fun - no excuse or reason is needed to celebrate!
2. To meet your neighbors. The more you know who belongs to the neighborhood, the more likely you are to identify strangers or suspicious people.
3. To increase the sense of *belonging* in your neighborhood.
4. To organize a city-sponsored group such as Neighborhood Crime Watch or Community Emergency Response Team (CERT).
5. To make connections within the community. When you know people, you can exchange skills or resources and perhaps organize a book club, baby-sitting co-op, share waling to school duties, or find new friends for your children.
6. To plan a campaign for traffic slowdown, get better lighting, or address other interests.
7. To "use" the street for one day, for example to roller blade, play hockey or set up a kids jump house.
8. To meet some of the old time residents in the neighborhood and learn about its history.
9. To have a neighborhood clean-up day, play some good music and barbecue once all of the work is done.
10. To start a yearly neighborhood tradition of getting together at least once a year!

Suggestions on How to Start Organizing

1. Gather a few neighbors and divide up the tasks. Decide on a possible theme, activities etc. Decide what to do about food.
2. Start knocking on doors to find out if there is enough interest and, if so, which day would be the best for the most people.
3. Pick a date and time (mid-afternoon to evening works best). Respect neighborhood quietness after 9:00pm. Think of an alternate plan in case of poor weather.
4. Go door to door.
 - Hand out an invitation (use the one included in this guide or create your own).
 - Ask people to fill out the Block Party details sheet and let them know where to return it.
 - Ask people to sign the Sign-Off form (included in this guide) so you can close off the street, if you want. This will indicate that neighbors have no objections to the street being blocked off. Complete the necessary forms and deliver them to the City of Fremont-Development Services Center, c/o Nancy Tacchella at 39550 Liberty Street.
 - Recruit volunteers.
5. Decide if this will be a block party restricted to those on the street/block or will people be able to invite friends/relatives (if yes, how many). Make this clear in your flyer/invitation.



Good Ideas



- Invite a City council member, school principal or city staff member.
- Call the Police Department, Fire Department, Environmental Services, or other City department to obtain literature, give-aways, or to request a presentation (see Useful Phone Numbers for ideas)
- Make sure you have a record of everyone who attends and everyone you contacted; after all, the idea of a block party is to connect neighbors.
- Identify special talents your neighbors might have - you may be living next to a magician, singer, dancer, artist, radio host or prize winning cook.
- Plan lots of activities for children.
- Have an environmentally friendly party. Ask everyone to bring their own reusable plates, cups and cutlery to limit paper garbage and litter.
- Include activities that encourage people to meet each other. Use nametags and include children by asking them to create the tags.
- Make sure that people with disabilities can participate in the activities and include their attendants (those with Seeing Eye dogs or in wheelchairs).
- Institute a bathroom policy "everyone to use their own" so that home security is maintained.
- Inspire clean up after the party by rewarding children with a prize for packing up garbage
- Have a block/street clean up as part of the party. Also, neighbors may want to contribute towards the cost of a truckload to the dump and use this to clean out gardens, garages and alleys.
- Distribute an evaluation form to participants (to get a good response, number the forms and have door prizes for returned entries).

REMINDERS

- Alcohol is only permitted on private property, not on city streets or in parks.
- Residents should observe security precautions, for example lock back doors to houses, and keep equipment in sight.
- In hot weather food spoils quickly: all perishables such as mayonnaise, salads or meats should be stored in coolers and be kept at the proper temperature.
- Food cannot be sold on city streets unless the proper permits have been obtained.
- Loud amplification of music is prohibited.
- Remember, when you set up tables and chairs on the street, that emergency vehicles may need to have access to the area, so leave room.
- Observe safety precautions for all activities, for example keep barbecues away from activities for children.
- Post signs the day before reminding everyone to remove cars and that the street will be closed.



YOU ARE INVITED TO



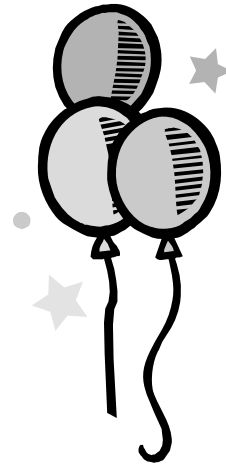
A BLOCK PARTY!

DATE: _____

TIME: _____

PLACE: _____

THEME/EVENT: _____



To RSVP or to help out, please phone:

_____ at _____ or
_____ at _____



Block Party Details

We are glad you can join us for the Block Party

On _____ at _____
(date) (time)

We are asking each family to bring:

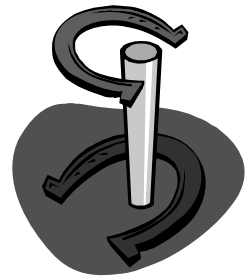
- chairs to sit on
- your own meats or vegetarian food to barbecue
- 1 salad and 1 desert to share (make enough for ___ people)
- your own beverages - coffee and tea will be provided
- your own non-breakable plates, cups and cutlery
- other _____

In addition, do you have the following that could be used:

_____ A barbecue _____ tables _____ coolers

Do you have a talent that you would like to share with us?

Suggestions for activities you could organize?



Please return this form by _____ (date) to:

Name _____ Phone _____

Address _____

Block Party Evaluation Form

To help us plan future block parties,
your feedback is appreciated.



What were the 3 best things about this block party?

1. _____
2. _____
3. _____

What 3 things would you change for next time?

1. _____
2. _____
3. _____

How would you like the neighborhood connections gained at the block party to be maintained during the year?

1. _____
2. _____
3. _____

Are you willing to help with the planning of future neighborhood events?

yes _____ no _____

if yes, please leave your name and phone number

with _____ at _____

Please leave this form at (address) _____

Thank You!

Suggested Activities for Getting to Know Your Neighbors

4th of July

- Who can trace their family origins back the farthest.
- Who is the newest "American".
- Play charades using American Heroes.
- A cake decorated with the American flag.
- Patriotic music.



Neighborhood History

- Research through the library, and the Fremont Museum of Local History of your neighborhood
- Identify any special people that lived in your area such as the longest resident, politician, artist, eccentric, hero, etc. Have partygoers guess who, what, where through charades and other games.

Cultural Connections

- Have everyone bring their favorite family dish.
- Teach everyone how to say three things in another language.
- Use a map to indicate where everyone originally came from.
- Record the story of how everyone came to live in the neighborhood and what they like best about it.

Neighborhood Action

- Discuss what issues/concerns people may have (keep this to a predetermined time: remember, a block party should be fun).
- Establish teams to explore how to resolve the concerns.
- Have a clean-up time.
- Build a bench, plant a garden, paint street numbers, etc. as part of the block party activities.

Getting Your “New Neighbor” to the Block Party

Many new citizens/neighbors want to meet their neighbors and make friends. It is important to make everyone feel at ease and to communicate clearly your intentions.

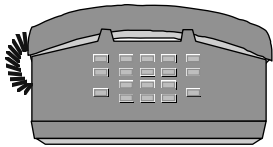
Here are some suggestions that may help new neighbors feel welcome:

- Use a translated description of what a block party is.
- If possible, knock on the door of a new neighbor with someone who speaks the language.
- Be specific about what the expectations are.
- Remember words like barbecue, face painting or potluck may need to be explained.
- If you are blocking off the street for the day, explain about street parking changes.
- It may take more than one invitation for a new citizen/neighbor to fully understand what a block party is, so make a point of following up in the weeks leading up to the party.
- Make activities accessible to those with limited English language skills.
- Ask about special cultural/religious diet or activity constraints.
- Safety is a big concern for many new citizens because of past experiences or fear caused by not knowing the language.

Fun Family Activities For Block Parties

- Invite a Clown, Balloon Artist, or Magician
- Water Balloon or Egg Toss
- Rent a "Jump House"
- Hide and Seek
- Face Painting
Remember to use non-toxic paint
- Organize a Kids Talent Show or Parade
- Sidewalk Chalk
Make it a game for the kids and give out prizes
- Pictionary or Charades
- "Name that Baby"
Have everyone bring a childhood photo and see who can guess who's who
- Play Musical Chairs
- Rent a Popcorn or Snow Cone Machine





Useful Phone Numbers

Abandoned Vehicle Hotline:	790-6775
(to report vehicles abandoned)	
Alarm Permits, Alarm Billing Information: CSO Donna Gott	790-6755
Animal Services:	790-6630
Better Business Bureau:	238-1000
Business Crime Watch Program:	790-6740
CERT - Community Emergency Response Team	494-4726
City of Fremont Website Address:	www.fremont.gov
Community Mediation Services:	733-4940
Community Preservation/Code Enforcement:	494-4430
Counseling - Youth and Family Counseling Center:	574-2100
Community Engagement Unit (Crime Prevention/Safety Presentations/Community Events):	790-6740
Engineering Department (block party permits):	494-4700
Fire Department Administration:	494-4285
Graffiti Clean-Up Hotline:	494-4897
Housing (Landlord/Tenant questions):	494-4500
Maintenance:	713-5700
Neighborhood Crime Watch Program:	790-6740
Park Rangers:	494-4340
Planning:	494-4440
Recreation Services:	494-4600
SACNET: So. Alameda County Narcotics Enforcement Team:	476-2499
Senior Center:	790-6600
Smoke Detector Program:	494-4246
Solicitor Permit Verification at Revenue and Treasury:	494-4790
Speed Bump Inquiries:	494-4700
Street Crimes Unit:	790-6906
Street Lights Out:	1-800-544-4876
Traffic Unit (police enforcement for traffic related problems):	790-6760
EMERGENCIES, POLICE, FIRE, MEDICAL:	911
POLICE NON-EMERGENCY GENERAL BUSINESS NUMBER:	790-6800
POLICE DEPARTMENT WEBSITE ADDRESS:	www.fremontpolice.org



Police Department

2000 Stevenson Boulevard, P.O. Box 5007,
Fremont, CA 94537-5007

510 790-6800 *ph* | www.fremontpolice.org