



## How to start a Neighborhood Watch Group



### 1. Recruit and Organize as many neighbors as possible

It is wonderful that you are taking the steps to start a Neighborhood Watch (NW) group in your neighborhood! The first step is talking to your neighbors about starting a group.

### 2. Contact your local Law Enforcement agency to schedule a meeting

The next step is contacting Benicia Police Department. Invite us to meet with your group at a time and place convenient for your Watch Group. It is essential for your group to work in collaboration with Law Enforcement because Neighborhood Watch is a cooperative effort.

### 3. Establish your Watch Group Leadership/Facilitation

All NW groups have a Block Captain, and many groups have Co-Captains. Benicia Police Department keeps a list of all the NW Block Captains in Benicia. They are our primary contacts for all Neighborhood Watch and National Night Out communications.

### 4. Develop your NW Member Roster

Collect contact information for all members in your Watch Group. The minimum information you should collect includes: Name, Address, Phone, Email. Some groups also collect family members and other data: Number of Children, Pets, Vehicles, Work Schedules, Gardeners/Landscapers, Housekeepers, etc.

### 5. Create a Communication Plan

It is important to decide what type of communication and frequency will work for your watch group – in person meetings, e-meetings, social media or a combination of methods.

### 6. Take Action: Hold Meetings and Events

Many NW groups hold monthly, bi-monthly, or quarterly meetings. Some groups only meet when they have concerns or activities: crime in the area, event planning, etc. It is important for your group to stay active and vigilant. You don't want group members to become complacent or apathetic. A way to energize your group and keep them interested is to include fun social activities, not just meetings - picnics, block parties, game nights, etc.

For more information about the Neighborhood Watch Program, contact:

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