

Establishing A Neighborhood Watch Program In Your Community



Savannah – Chatham Metropolitan Police Department

ESTABLISHING A NEIGHBORHOOD WATCH PROGRAM

INTENT OF THE NEIGHBORHOOD WATCH PROGRAM

- BUILD A PARTNERSHIP WITH THE COMMUNITY TO REDUCE CRIME AND IMPROVE LIVABILITY
- INSTILL A GREATER SENSE OF SECURITY WHILE REDUCING THE FEAR OF CRIME
- CREATE A “SENSE OF COMMUNITY” AND PUT THE “NEIGHBOR” BACK INTO THE NEIGHBORHOOD

ORGANIZING A NEIGHBORHOOD WATCH PROGRAM

- ESTABLISH THE NEED FOR A **NW** PROGRAM
- SELECT A **CHAIRPERSON** AND **BLOCK CAPTAINS** TO ORGANIZE THE **NW** PROGRAM (OPTIONAL: DEVELOP A **STEERING COMMITTEE** TO ORGANIZE THE **NW** PROGRAM)
- SELECT A LOCATION TO HOLD THE **NW** START-UP MEETING
- SELECT A DATE AND TIME FOR THE **NW** START-UP MEETING
- CONTACT THE **SCMPD** AND INVITE AN OFFICER TO PRESENT THE **NW** PROGRAM TO THE GROUP
- PREPARE AN AGENDA FOR THE **NW** START-UP MEETING
- INVITE YOUR NEIGHBORS TO THE **NW** START-UP MEETING

RESPONSIBILITIES

CHAIRPERSON – THE **CHAIRPERSON** IS RESPONSIBLE FOR OVERSEEING THE OPERATION OF THE **NW** PROGRAM IN THEIR COMMUNITY.

- WORK WITH THE COMMUNITY TO INCREASE THEIR AWARENESS OF THE **NW** PROGRAM
- HANDLE INCOMING CALLS/EMAILS FROM THE **BLOCK CAPTAINS**
- REVIEW THE PROGRESS ON THE **NW** PROGRAM
- PASS ON INFORMATION RECEIVED FROM THE **SCMPD**
- INSURE THAT THE COMMUNITY IS HOLDING REGULAR **NW/HOA** MEETINGS
- ARRANGE FOR THE **SCMPD** TO PROVIDE TOPIC SPECIFIC TRAINING (I.E.: HOME SECURITY, OPERATION ID, REPORTING SUSPICIOUS ACTIVITY)
- MAINTAIN A COMPREHENSIVE LIST OF **BLOCK CAPTAINS** (I.E.: NAME, ADDRESS, TELEPHONE AND EMAIL ADDRESS) AND **NW** PARTICIPANTS

BLOCK CAPTAINS – THE **BLOCK CAPTAINS** ARE RESPONSIBLE FOR GETTING THEIR NEIGHBORS INVOLVED IN THE **NW** PROGRAM.

- DISTRIBUTE INFORMATION RECEIVED FROM THE **CHAIRPERSON** VIA TELEPHONE, EMAIL OR NEWSLETTER
- CREATE A **BLOCK MAP** WITH THE CURRENT INFORMATION OF THEIR NEIGHBORS (I.E.: NAME, ADDRESS, TELEPHONE AND EMAIL ADDRESS)
- KEEP TRACK OF ANY MEDICAL PROBLEMS OR UNIQUE CIRCUMSTANCES THEIR NEIGHBORS HAVE

- **COORDINATE ALL ACTIVITIES FOR THEIR BLOCK AND NEIGHBORS THEY ARE RESPONSIBLE FOR**
- **GREET ANY NEW NEIGHBORS THAT MOVE INTO THEIR COMMUNITY AND EDUCATE THEM ON THE NW PROGRAM**
- **SERVE AS A LIAISON BETWEEN THE CHAIRPERSON AND THE NEIGHBORS THEY ARE RESPONSIBLE FOR**

STEERING COMMITTEE – THE **STEERING COMMITTEE** IS THE GUIDING FORCE FOR YOUR **NW PROGRAM**. THE COMMITTEE IS MADE UP OF THE **CHAIRPERSON, BLOCK CAPTAINS, SCMPD Crime Prevention Officer ASSIGNED TO YOUR AREA, MEMBERS OF THE HOA, MEMBERS OF DIFFERENT COMMUNITY ORGANIZATIONS, AND ETC.**

IDENTIFY SOME PRELIMINARY GOALS FOR THE COMMUNITY

1. GOALS ARE:

- **SPECIFIC SO YOU HAVE A CLEAR IDEA OF WHAT ACTIONS NEED TO BE TAKEN**
- **MEASURABLE SO YOU KNOW WHEN THE GOAL IS ACHIEVED**
- **CHALLENGING, BUT REALISTIC**
- **HAVE SIGNIFICANCE TO YOU AND THE COMMUNITY**
- **WISHES OR HOPES THAT ARE WRITTEN DOWN ON PAPER**
- **MOTIVATING AND CHALLENGING WITHOUT BEING RIGID**

2. SET A DATE FOR THE ACHIEVEMENT OF THE GOALS LISTED

LONG-RANGE GOALS – ACCOMPLISHED IN A THREE TO FIVE YEAR PERIOD

SHORT-RANGE GOALS – ACCOMPLISHED IN A SIX MONTH TO ONE YEAR PERIOD

IMMEDIATE GOALS – MUST BE ACCOMPLISHED CONSISTENTLY TO MOVE FORWARD TO THE SHORT-RANGE GOALS.

3. DETERMINE THE CONCERNS OF THE COMMUNITY IN REGARDS TO THE CRIMES OCCURRING IN THEIR AREA

- **ASCERTAIN FROM THE SCMPD THE REPORTED CRIMES OCCURRING IN THEIR AREA**
- **DESIGN PROGRAMS TO ADDRESS THE CONCERNS OF THE COMMUNITY**
- **ADVANCE AND MAINTAIN THE PROGRAMS SO THAT THE COMMUNITY WILL PARTICIPATE**
- **EVALUATE THE SUCCESS OF THE NW PROGRAM AS IT RELATES TO CRIME REDUCTION AND THE FEAR OF CRIME**
- **ADDRESS OTHER ISSUES OF CONCERN THAT THE COMMUNITY MAY HAVE (I.E.: DISASTER PREPAREDNESS, HEALTH AND SAFETY ISSUES)**

BIGGEST KILLERS OF A NEIGHBORHOOD WATCH PROGRAM

- LACK OF CLEAR AND VARIED GOALS
- LACK OF STRONG COMMUNITY INVOLVEMENT
- LACK OF ONGOING LEADERSHIP

PURPOSE OF A NEIGHBORHOOD WATCH PROGRAM IN YOUR COMMUNITY

- REDUCING THE RISK OF BEING A CRIME VICTIM
- BEING BETTER PREPARED TO RESPOND TO SUSPICIOUS ACTIVITY
- GREATER ACCESS TO CRIMINAL ACTIVITY INFORMATION
- GETTING TO KNOW YOUR NEIGHBORS
- REDUCING THE FEAR OF CRIME AND MAKING YOUR NEIGHBORHOOD MORE LIVABLE
- ALLOWING OTHER ISSUES OF CONCERN TO BE ADDRESSED
- RECEIVE A NW SIGN TO POST IN YOUR NEIGHBORHOOD

WHAT MAKES A NEIGHBORHOOD WATCH PROGRAM SUCCESSFUL?

- MUST GET EVERYONE IN THE COMMUNITY INVOLVED.
 - (YOUNG / OLD, MARRIED / SINGLE, HOMEOWNER / RENTER)
- COMMUNICATE WITH THE NW PARTICIPANTS
 - PEOPLE HAVE A NEED TO KNOW WHAT IS GOING ON IN THE GROUP
 - PEOPLE NEED TO FEEL LIKE THEIR IDEAS AND INPUT ARE VALUED
 - PEOPLE NEED TO FEEL THAT THE NW PROGRAM IS WORKING

MAINTAINING AN ACTIVE NEIGHBORHOOD WATCH PROGRAM

- HOLD REGULAR MEETINGS SHARE INFORMATION (GOOD OR BAD) WITH YOUR NEIGHBORS

COMMUNICATION IS THE KEY

- MEETING ANNOUNCEMENTS SHOULD BE TO THE POINT AND TIMELY SO THAT PEOPLE CAN GET IT ON THEIR CALENDAR
- ENCOURAGE BLOCK CAPTAINS AND OTHER NEIGHBORS WITHIN THE COMMUNITY TO TAKE A LEADING ROLE AT MEETINGS
- KEEP MEETINGS BRIEF AND ON TARGET
- DEVELOP A NEWSLETTER TO KEEP YOUR NEIGHBORS INFORMED – DISTRIBUTE ON A REGULAR BASIS
- DEVELOP A WEBSITE TO KEEP YOUR NEIGHBORS INFORMED
- DEVELOP AN EMAIL TREE TO KEEP YOUR NEIGHBORS INFORMED
- DEVELOP AN ELECTRONIC BULLETIN BOARD WHERE YOUR NEIGHBORS CAN HAVE AN ONGOING DIALOG WITH EACH OTHER
- RECOGNIZE YOUR NEIGHBORS FOR THE GOOD THINGS THEY DO WITHIN YOUR COMMUNITY

- **MAKE SURE THE COMMUNITY KNOWS THAT YOU ARE GETTING THINGS DONE**
- **ENCOURAGE SOCIAL EVENTS WHERE YOU CAN COMMUNICATE MORE INFORMALLY**
- **BE CONSCIOUS OF THE TONE OF VOICE AND LANGUAGE USED WHEN COMMUNICATING WITH PEOPLE**

NEIGHBORHOOD WATCH PARTICIPANTS

- **DO NOT TAKE ANY RISKS TO PREVENT A CRIME OR TRY TO MAKE AN ARREST * IT'S MORE IMPORTANT TO BE A GOOD WITNESS***
- **PAY ATTENTION TO DETAIL (IE: CLOTHING, TAG NUMBER, DIRECTION OF TRAVEL AND ETC.) WHEN OBSERVING SUSPICIOUS PEOPLE, VEHICLES OR ACTIVITIES AND REPORT THEIR OBSERVATIONS TO OTHER NEIGHBORS, BLOCK CAPTAINS, CHAIRPERSON AND THE SCMPD WHEN NECESSARY.**
- **KEEP AN EYE ON THEIR NEIGHBOR'S HOUSE AND REPORT ALL SUSPICIOUS ACTIVITY**
- **GET TO KNOW THEIR NEIGHBOR'S NAMES AND ARE ABLE TO RECOGNIZE THEM AND THEIR VEHICLES WITHOUT ANY HESITATION**
- **NOTIFY A TRUSTED NEIGHBOR WHEN THEY ARE GOING TO BE AWAY SO THEY CAN WATCH THE HOUSE AND PICK-UP THE MAIL AND/OR NEWSPAPER**
- **ATTEND AS MANY NW/HOA MEETINGS AS POSSIBLE**
- **IMPLEMENT ALL SECURITY MEASURES SUGGESTED BY THE SCMPD**
- **PROPERLY IDENTIFY ALL PROPERTY USING THE OPERATION ID GUIDELINES**

NEIGHBORHOOD WATCH IS NOT

- **A VIGILANTE FORCE WORKING OUTSIDE THE NORMAL PROCEDURES OF LAW ENFORCEMENT**
- **A PROGRAM DESIGNED FOR PARTICIPANTS TO TAKE PERSONAL RISKS TO PREVENT CRIME**
- **A 100% GUARANTEE THAT CRIME WILL NOT OCCUR IN YOUR NEIGHBORHOOD**

RESOURCES

[HTTP://WWW.SCMPD.ORG](http://www.scmpd.org)

[HTTPS://WWW.CITIZENCORPS.GOV](https://www.citizencorps.gov)

[HTTP://WWW.NATW.ORG](http://www.natw.org)

[HTTP://WWW.NCCRIMECONTROL.ORG](http://www.nccrimecontrol.org)

[HTTP://WWW.NCPC.ORG](http://www.ncpc.org)

[HTTP://MCGRUFF.ORG](http://mcgruff.org)

[HTTP://WWW.READY.GOV](http://www.ready.gov)