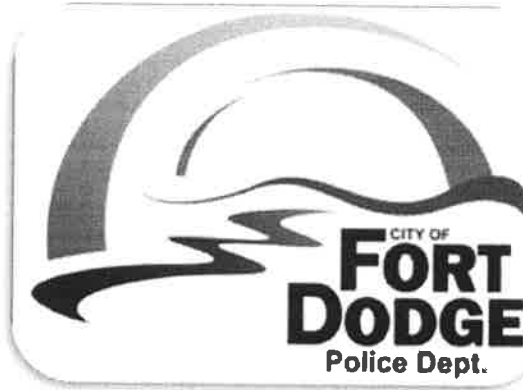


Neighborhood Watch Starter Kit



WHAT IS A NEIGHBORHOOD WATCH?

A Neighborhood Watch is an organized effort by concerned citizens to improve the quality of life in their neighborhood. In cooperation with the police department, neighbors work to safeguard each other's homes and reduce the risk of crime in their community.

HOW IS A NEIGHBORHOOD WATCH ORGANIZED?

A Watch consists of a Coordinator, Block Captains, and Watch Members. The Coordinator serves as the liaison between the Watch and the police department. The Coordinator is responsible for sharing information with the Block Captains. Block Captains keep Watch Members, who live in their block, updated about important information. Watch Members are the "eyes and ears" of the Watch. The success of a Neighborhood Watch depends on neighbors who are alert and who communicate with each other.



WHAT ARE THE COORDINATORS DUTIES?

1. Serve as the liaison between the Fort Dodge Police Department and our Neighborhood Watch group Block Captains.
2. Pass important information on to Block Captains.
3. Maintain a phone list of the watch area. A copy of the list must be provided to the Neighborhood Watch Officer once a year.
4. Organize at least one meeting a year.

WHAT ARE THE BLOCK CAPTAIN'S DUTIES?

1. Recruit residents to join the Watch, especially when someone new moves in the area.
2. Share the information with Watch Members.
3. Help the Coordinator when necessary.

WHAT ARE THE WATCH MEMBERS' DUTIES?

- ✓ Pay attention to activities and issues in your neighborhood.
- ✓ Report suspicious activity to the police.
- ✓ Work with the Block Captains/Coordinator to solve problems in the neighborhood.
- ✓ Attend neighborhood meetings when organized by the Coordinator.

HOW DO WE GET STARTED?

- ✓ Review the information in this packet.
- ✓ Talk with your neighbors to generate interest in Neighborhood Watch.
- ✓ Contact the Safe Communities Coordinator at 515-573-3178 or the Fort Dodge Police Department at 515-573-1426 or any of these email addresses:
jeanette@fd-foundation.org, mweir@fortdodgeiowa.org, or
mmeyer@fortdodgeiowa.org
- ✓ Make a contact list of your neighbors.
- ✓ Organize your first meeting and invite your neighbors.

OTHER IMPORTANT INFORMATION

- ✓ Phone lists are ***strictly confidential***. They are only to be shared with Block Captains and the Neighborhood Watch Officer.
- ✓ The Neighborhood Watch signs will be posted on the outside of the boundaries of active Neighborhood Watch areas.

HOW/WHEN TO CALL THE POLICE

The Webster County 911 System is designed to handle a wide variety of situations: **Life threatening emergencies, Medical emergencies, Crimes in progress and suspicious activity.**

- ✓ Please ***do not*** call 911 if there is no emergency. The 911 operators are specifically instructed to handle calls for service based upon the life safety priority.
- ✓ Use the non-emergency number - **(515)573-2323** – to report ***non-emergency*** situations.
- ✓ When you see suspicious activity, **CALL THE POLICE!** The operators are trained to assess and prioritize your situation and coordinate the most effective response. Calls are dispatched on a priority system, with emergencies dispatched first.
- ✓ Even if an officer is unable to respond as quickly as you like, it is still important for you to report the suspicious activity.
- ✓ We encourage Coordinators to problem-solve the issues and use the phone list as a resource. If additional assistance is needed please contact your Neighborhood Watch Officer.

SAMPLE NEIGHBORHOOD WATCH MAP

CENTRAL AVENUE NEIGHBORHOOD WATCH

Mike & Cindy Jones	Bob & Lucy Smith	Linda Welsh	Vacant	Sam Seasons
101 S. 15 th St.	103 S. 15 th St.	105 S. 15 th St.	107 S. 15 th St.	109 S. 15 th St.
444-0001	444-0002	444-0003	444-0004	444-0005



CENTRAL AVENUE



Gary & Bobbi Klein	Jerry Smith	Robin Byrd	Jack Gleason	Summer Wilson
102 S. 15 th St.	104 S. 15 th St.	106 S. 15 th St.	108 S. 15 th St.	110 S. 15 th St.
444-0010	444-0020	444-0030	444-0040	444-0050

SAMPLE FLYER



Our neighborhood is undertaking a program to reduce the opportunity for residential burglaries and thefts to occur. We can accomplish this by establishing a network of concerned citizens to communicate with their neighbors and the Fort Dodge Police Department.

The security of each of our lives begins with our own actions and is ultimately our responsibility. Our police department can be most effective in protecting our lives and property with the support and the active cooperation from each of us.

We would like to invite you to attend an organizational meeting for our Neighborhood Watch. The meeting will be held on:

TIME:

DATE:

LOCATION:

By meeting together, we hope to explain the goals of our Watch, illustrate simple home-protection techniques, and discuss ways we can reduce the opportunity for crime to occur in our neighborhood.

Signature
Address
Phone Number



IMPORTANT CONTACT INFORMATION

EMERGENCIES	911
Animal Control	573-2323
Better Business Bureau-Des Moines	800-222-1600
Business Affairs	573-8321
City Attorney-Mark Crimmins	576-4101
City Clerk's Office (permits, bonds, licenses, ordinances, assessments)	576-4551
Community Growth	576-8191
Emergency Management	573-1403
Engineer's Office (sewer, water, streets, traffic signs, street lights, sidewalks)	576-3601
Fire Dept (non-emergency)	573-2323
Highway Patrol	972-4213
Board of Health	573-4107
Human Resources & EEO	576-6869
Inspection (electrical, plumbing, mechanical)	573-4271
IA Dept of Inspection (food & consumer safety)	515-281-6538
Mayor/City Manager's Office	573-7144
Neighborhood Watch	573-1426
Parks and Recreation	576-7237
Police (non-emergency)	573-2323
Public Works (street complaints, garbage pick-up, recycling, street sweeping)	955-6139
Sheriff	573-1410
Traffic Safety Office	955-2237
Webster County Auditor (voting, judgments, liens, board of supervisors)	573-7175
Webster County Clerk (speeding tickets, fines, jury duty, child support, civil court cases)	576-7115
Webster County Engineer	576-3281
Webster County Recorder (deeds, licenses, registrations, applications, vital statistics)	576-2401

Action Center	
Public Nuisance Report	www.fortdodgeiowa.org/egov/apps/action/center.egov?action=form&item=22&fDD=
Report a Pothole location	www.fortdodgeiowa.org/egov/apps/action/center.egov?action=form&item=18&fDD=
Speed Camera Request	www.fortdodgeiowa.org/egov/apps/action/center.egov?action=form&item=38&fDD=
Speed Camera Location	www.fortdodgeiowa.org/departments/division.php?fDD=14-204

TIPS FOR INCREASING PARTICIPATION IN NEIGHBORHOOD WATCH

THINK OF NEIGHBORHOOD WATCH AS “YOUR NEIGHBORHOOD INVOLVEMENT PROGRAM” INSTEAD OF A “CRIME PROGRAM”

Neighborhood Watch can be a way of life! Watch activities are only limited by your imagination. Neighborhood Watch can be a tool for improving the quality of life on your block.

CONSIDER THE SIZE OF YOUR WATCH It is easier to organize and motivate smaller rather than larger groups of people.

ASK QUESTIONS Find out your neighbor's goals and what you may have in common.

PLAN A VISIBLE ACTIVITY Activities such as tying ribbons on street posts, luminaries, and clean-up programs can create active interest in the Neighborhood Watch program. Such activities can be accomplished by a small number of people, but can raise greater awareness among neighbors.

PLAN A MEETING Consider what topic might be of interest to many people in your neighborhood and arrange for a guest speaker. Your Neighborhood Watch officer can assist you with ideas. Once you have people gathered, take the opportunity to brainstorm future events!

IDENTIFY A NEED IN THE NEIGHBORHOOD AND ORGANIZE A RESPONSE TO IT The goal is to bring people together for a common goal. You might do a yard clean-up for an elderly neighbor or plant flowers in a common area.

CREATE A STRATEGIC PLAN If your neighborhood watch does not have goals that provide direction, the result will be a flurry of activities that have little purpose. Ultimately, this will lead to a decreasingly inactive Watch. A strategic plan can provide direction and longevity for your Neighborhood Watch.

YOU ARE NOT ALONE There are lots of people for you to turn to for help with your neighborhood watch. Neighborhood Watch Officers are available to answer questions and help create problem-solving strategies. Do not hesitate to call them. The Neighborhood Watch Advisory Board members are also experienced coordinators available to help your Watch succeed.

TAKE ACTION! If your area has a lot of problems that need to be addressed, start with something easy that can be resolved quickly (i.e. Having streetlights repaired). This will show your group that they can achieve results. Your Neighborhood Watch Officer can help you develop a plan.

CREATE A NEWSLETTER TO RE-INTRODUCE NEIGHBORHOOD WATCH Hand out a newsletter as you go door-to-door to update your phone tree.

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