

City of Brampton

NEIGHBOURHOOD

ASSOCIATION

GUIDE



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SECTION ONE

INTRODUCTION



Introduction

The City of Brampton Community Safety & Well-Being Office (CSWO) is excited to present the **Brampton Neighbourhood Association Guide**. Using place-based approaches, neighbourhoods are at the heart of our work. Through resident engagements from the Nurturing Neighbourhoods Program, the CSWO heard that feeling safe, being connected to resources, and having a sense of belonging are important to creating positive impacts in the community.

The Neighbourhood Association Guide is a tactic identified in the Council-approved Community Safety Action Plan (2022-2027). This resource will share information for capacity building and establishing a network of residents to support working collectively to address and overcome safety concerns in their neighbourhoods.

The Neighbourhood Association Guide aims to support groups of residents governed by volunteers or people with a vested interest in improving the well-being of residents, and outlines use of the CSWO Nurtured Neighbourhood Grant.





SECTION TWO

WHAT IS A NEIGHBOURHOOD

ASSOCIATION?

What is a Neighbourhood Association?

A Neighbourhood Association is a volunteer group of residents from the same neighbourhood who get together to identify ways to improve their neighbourhoods and work together to bring about those changes.

A neighbourhood is described as an area where people live and interact with one another. We leave it to each Neighbourhood Association to define their own boundaries, based on a variety of factors, including geographic location, proximity to amenities, shared goals, values, and/or the overall feel and identity of their area. The CSWO can assist by providing information about existing Neighbourhood Associations and their boundaries and help resolve any cases of mutual claim over a particular area.

A Neighbourhood Association is a great way to meet fellow residents, identify both the strengths and weaknesses within a neighbourhood, and work together to improve the community. Connected neighbourhoods are resilient neighbourhoods.

“Neighbourhood Associations increase friendships, knowledge with neighbours.”

- Resident, Nurturing Neighbourhoods Program Survey



SECTION THREE

BRAMPTON NEIGHBOURHOOD

ASSOCIATION AFFILIATION

Neighbourhood Associations in Brampton are encouraged to become affiliated with the City. Affiliated status is granted to support groups that contribute to the City's Corporate Strategic focus area of Health & Well-Being.

A Why become affiliated with the City?

Becoming affiliated will unlock the following opportunities through the CSWO:

✓	Benefits Through the CSWO
	The CSWO will fund the Neighbourhood Association up to \$1,500 through the Nurtured Neighbourhood Grant for activities, special events, projects, meetings, and related supplies.
	Boardroom bookings through the CSWO at City Hall West Tower (2nd or 3rd floor) for executive meetings and/or annual general meetings (subject to capacity limits).
	Access to a City liaison through the CSWO's Community Safety Coordinators.
	Opportunity to be featured in the upcoming Community Safety & Well-Being digital newsletter.
	Access to advice and support from the Brampton Community Safety Advisory Committee (BCSAC).
	General liability insurance to cover the Neighbourhood Association's affiliated initiatives, as approved by the CSWO. The City of Brampton will cover the cost of this insurance through the Community Services Community Group Affiliation Policy and will require a full list of activities and actions of the Neighbourhood Association's Nurtured Neighbourhood Grant project.
	Access to other Neighbourhood Associations for information, ideas, resource sharing, and opportunities to connect.

Becoming affiliated also allows for networking and connecting to other Neighbourhood Associations that are supported by the CSWO, and the following additional perks:

✓	Benefits
	Access to mutually beneficial relationships that support and strengthen community involvement.
	Support for neighbourhood initiatives led by association member volunteers.
	City recognition for neighbourhood-led initiatives that increase community safety and well-being.
	Access to opportunities for association members to work collaboratively with the City to address local neighbourhood concerns.

B What is required to become affiliated with the City?

To qualify as a recognized affiliated group and receive the applicable supports and benefits, Neighbourhood Associations must meet all the following requirements and eligibility criteria:

✓	Requirements and Eligibility
1	Geography <p>The Neighbourhood Association must be located within the City of Brampton. All members must reside within their defined geographic boundaries, established by the Neighbourhood Association.</p> <p>The CSWO will review and approve the proposed boundaries as part of the application process and help resolve any cases of mutual claim over a particular area.</p> <p>In such cases, the CSWO will work with both parties to find a resolution. Outcomes include but are not limited to:</p> <ul style="list-style-type: none">• merging of Neighbourhood Associations for the purpose of affiliation,• granting of affiliation, with the limitation that multiple Neighbourhood Associations sharing a geographic boundary are not permitted to apply for funding concurrently,• denial of affiliation status.
2	Financial Stability <p>The Neighbourhood Association must exercise good financial management practices and transparency. The CSWO will review the Neighbourhood Association's use of Nurtured Neighbourhood Grant funds on an annual basis as part of the close out period and renewal process.</p>

✓	Requirements and Eligibility
3	Structure
	The Neighbourhood Association must operate in an open and democratic manner through the election of two key positions from the general membership, a Treasurer, and a main point of contact between the CSWO and the Neighbourhood Association. For more information on the election process, the Neighbourhood Association may reach out to the CSWO for support.
	A minimum of 50% of members must be over the age of 18.
	One (1) voter per household is permitted.
	The Neighbourhood Association must be made up of a minimum of twenty (20) Brampton residents from the same neighbourhood, each from different households. The CSWO will review applications and proposed boundaries and identify cases where applicants may wish to join an existing Neighbourhood Association to avoid unnecessary community division.
	The Neighbourhood Association must be a volunteer-based group.
4	Agreement
	Neighbourhood Associations must sign and adhere to an Agreement, outlining the CSWO's conditions for affiliation and other related information.
5	Activities
	The Neighbourhood Association must have one or more neighbourhood-based activity, program, or event that supports the City's Corporate Strategic focus area of Health & Well-Being, and the City of Brampton Community Safety Action Plan. Neighbourhood Associations must submit a copy of any activities/schedules/dates (i.e., neighbourhood clean-ups, planting, parties, etc.) in advance to the CSWO, including financial information related to costs and use of the Nurtured Neighbourhood Grant funds.
6	Other Requirements
	The Neighbourhood Association must hold an Annual General Meeting (AGM) within the year affiliation is granted, keeping meeting minutes and recording meeting attendance.
	Neighbourhood Associations must adhere to the Ontario Human Rights Code .
	Composition of the Neighbourhood Association must be submitted to the CSWO. Updates or changes must be re-submitted to the CSWO within thirty (30) days of any substantive change (i.e., change to the main point of contact, treasurer, etc.)
	Notification must be provided to the CSWO one month in advance of any annual or special general membership meetings.

C What is the process of becoming affiliated?

The process of becoming affiliated with the City has never been easier!

✓	Steps
1	Visit the CSWO website
	Navigate to www.brampton.ca/communitysafety
	Read through the identified requirements and eligibility (available on www.brampton.ca/communitysafety or on pages 9-10 of this Guide).
	Contact the CSWO (CSWO@brampton.ca) for more information on requirements, if necessary.
2	Complete the online application form
	If your Neighbourhood Association meets the requirements and eligibility criteria, complete the online application form within the intake period. Alternate formats are available upon request. The application will include and require Neighbourhood Associations to complete the CSWO project work plan and budget template.
	Neighbourhood Associations may contact the CSWO (CSWO@brampton.ca) with any questions or for support in completing the application.
3	Application review
	The CSWO will review all applications and reply with an approval status within eight (8) weeks. All approvals will be discussed and provided over a meeting with the CSWO. The CSWO will communicate with applicants via email, unless otherwise specified or requested.
4	Meeting with the CSWO for affiliated status
	The CSWO will reach out to successful applicants to schedule a meeting to sign the Neighbourhood Association Affiliation Agreement.
	Once Neighbourhood Associations receive affiliated status, they may start using benefits, as applicable.
5	Maintenance and review
	Neighbourhood Associations are required to report back to the CSWO by the end of the year following the CSWO close-out report template, on activities, meetings, finances, and projects.
	Renewal of affiliated status is required on an annual basis. While a full application form is not required as part of the renewal process, a CSWO representative will reach out to the Neighbourhood Association leadership regarding the reports listed above.
	The CSWO will make renewal approvals based on review of Neighbourhood Association activities, meetings, finances, and projects. Additionally, the CSWO will also consider complaints related to the Neighbourhood Association Affiliation Agreement and Ontario Human Rights Code.

NOTE: Affiliation applications and funding will be subject to changes the year of a municipal election. Funding and activities may be paused until after the municipal election date.

D What role does the City play in Neighbourhood Association affiliation?

The City of Brampton, through the CSWO will support all Affiliated Neighbourhood Associations by providing services outlined in this Guide.

Through the CSWO the City of Brampton's relationship with Neighbourhood Associations is one of support and guidance. The success of Neighbourhood Associations depends on the commitment of their members. The role of the CSWO is to support Neighbourhood Associations by providing guidance when requested, and assist Neighbourhood Associations in their ability to develop, thrive and continue to grow. The stronger the association, the more effective it will be at increasing safety and well-being within the neighbourhood it serves.

The City is not responsible for the decisions and/or actions of any Neighbourhood Association or its members.

E Approval of affiliated status

Applications for affiliated status will be approved by the CSWO, in consultation with other City divisions. The period for approval may take up to eight (8) weeks from the closing of the application intake.

Upon approval, all affiliated groups are required to meet with the CSWO to sign a Neighbourhood Association Affiliation Agreement with the CSWO. This contract requires each Neighbourhood Association to adhere to the elements outlined in this Guide.

Approvals for affiliation status are granted for a maximum of one (1) year from the date of approval. Affiliated groups must engage with the CSWO through the renewal process to continue their status. Approval is not guaranteed in subsequent years.

**F**

Termination of affiliated status

Affiliation status will be rescinded by the CSWO and future requests for assistance may be denied, if the Neighbourhood Association:

- abuses the services and privileges provided through affiliation,
- fails to operate in a financially responsible manner,
- fails to abide by the Ontario Human Rights Code, and/or
- acts in a manner contradictory to the Neighbourhood Association Agreement.

Affiliated Neighbourhood Associations must adhere to the Ontario Human Rights Code. Prohibited grounds under the Code include discrimination of any kind related to race, ancestry, place of origin, ethnic origin, citizenship, sexual orientation, sex, gender identity, gender expression, disability, colour, creed, age, marital status, family status, reprisal, receipt of public assistance (in housing), record of offences (in employment) and discrimination because of association.

If the prohibited conduct listed prior is reported to have taken place by any member of the affiliated Neighbourhood Association, the affiliation status will be reviewed and potentially rescinded by the CSWO. Reports of such conduct can be made to the relevant CSWO contact and/or CSWO management. The CSWO is committed to reviewing reports of prohibited conduct, and doing so in a manner that best protects the complainant. The CSWO can respond to reports of prohibited conduct with varying degrees of action, including but not limited to providing warnings and termination of affiliated status. Neighbourhood Associations that want support regarding a member contradicting the agreement can contact the CSWO for support.

Neighbourhood Associations may terminate affiliated status at any time. Requests to terminate affiliation must be made in writing to the CSWO (via CSWO@brampton.ca) and must be signed by the group's main point of contact.



SECTION FOUR

CONNECTING PEOPLE

Brampton's neighbourhoods are rich in diversity and culture. It is vital to ensure every effort is made to form associations that are reflective of the neighbourhood. To achieve this, the membership recruitment strategy for Neighbourhood Associations should be inclusive and consider a variety of factors:

✓	Considerations
	Family type
	Culture and religion
	Age ranges
	Languages
	Abilities
	Gender and/or gender identity
	Sexuality

“There is a need of a Neighbourhood Association in my neighbourhood as neighbours are not connected and no one feels a sense of belonging.”

- Resident, Nurturing Neighbourhoods Program Survey

A How to get started!

Follow these helpful tips for connecting with neighbours and starting a Neighbourhood Association:

✓	Steps
1	Meet your neighbours
	Get to know your neighbours!
	Gather a group of neighbours together who share a common interest of improving the safety and well-being in the neighbourhood.
	Contact the CSWO to inquire if there is an existing Neighbourhood Association in your area.
2	Start a group conversation
	Initiate a virtual group conversation over free online social/digital platforms. For help and ideas, contact the CSWO (CSWO@brampton.ca).
	Initiate an in-person group conversation at a nearby community park or trail.
	Ensure the manner(s) of communication is inclusive of those with varying access to technology and is also inclusive of language barriers.
	Potential topics to chat about: safety, beautification, staying connected, accessing resources.

✓	Steps
3	Formalize
	Establish a formal Neighbourhood Association with a group of neighbours that have engaged thus far.
	Identify a group name, for example: your “ <i>street name/neighbourhood name Neighbourhood Association.</i> ”
	Identify and finalize your geographic boundary with the CSWO staff.
	Establish parameters, guidelines, composition, and rules of communication.
4	Plan a neighbourhood walk
	Take a light walk through your neighbourhood with neighbours to chat about what you love and what you would like to see improved.
	Establish goals, priorities, and an overall vision for the neighbourhood.
	Identify neighbourhood assets.
5	Keep the conversation going!
	Determine a structure for the Neighbourhood Association, including timelines, format, and meetings.
	Identify your group’s preferred method of voting on future projects and decisions. The CSWO suggests considering establishing a quorum or minimum number of members present for a vote and using a 50% +1 voting threshold to determine the overall wishes of the group. This method aims to demonstrate the consensus needs and wants of the neighbourhood without placing an undue burden on groups related to attendance for votes.
	Determine meeting/communication frequency.
	Continue to meet and communicate about priorities identified as a group.

B How to keep members active and involved!

Neighbourhood Associations can make a big impact in the community. The following suggestions can keep the group motivated and maintain their regular participation in the activities of the Neighbourhood Association:

✓	Tasks
1	Establish structure Define and establish a structure for membership requirements, neighbourhood boundaries, governance, mission, vision, and values.
2	Establish communication channel(s) Communicate with members regularly over one or more channels (i.e., newsletter or social/digital platforms).
3	Discuss common interests/issues Come together and collaborate to problem-solve or learn about common interests or issues in the neighbourhood, such as safety, access to resources, and taking action.
4	Hold regular meetings Book a suitable location, convenient and accessible by all members. Prepare an agenda to keep the meeting on track. Assign a member to lead discussions. Share notes, action items, decisions, and outcomes from meeting discussions for accountability. Ensure that all meeting communication is transparent and accessible to all.
5	Vote on key decisions and projects Engage members by taking votes on key decisions and projects that the group wishes to pursue. This ensures that the voice of the community is heard in all decisions and helps increase a sense of ownership in the Neighbourhood Association's activities.
6	Hold regular events Engage members by planning and attending events, such as neighbourhood social gatherings, neighbourhood tours and walks, and other fun opportunities to meet and socialize with your neighbours.



SECTION FIVE

TAKING ACTION

The City supports Neighbourhood Associations in their efforts to take action towards making our neighbourhoods better. A key goal of the CSWO is to provide resources, tools, and support for the process, and to make it as simple as possible for residents to make great things happen in their neighbourhoods.

Need help getting started on a Neighbourhood Association project? Follow this helpful checklist:

✓	Tasks
	Brainstorm a project within your Neighbourhood Association! The goal should be a project that promotes safety and well-being.
	Work within your Neighbourhood Association to inspire action, keep the project moving, and identify those willing to lead or support the project.
	Develop a project budget. Determine the cost for the project, including estimates for materials or equipment.
	Submit your project plan and application for affiliation to the CSWO. This should include financial details including associated costs.
	Make it happen!
	Report back to the CSWO and the BCSAC upon project completion. Include details related to any purchased materials or other associated costs.

A Opportunities to receive the Nurtured Neighbourhood Grant from the City

Through the CSWO, a funding source to support local Neighbourhood Associations will be provided, with funds allocated through the 2024 budget process.

Neighbourhood Associations in Brampton will have the opportunity to apply for affiliation. Once approved, the CSWO will fund the Neighbourhood Association projects/initiatives from the Neighbourhood Association Guide project list for up to \$1,500 through the **Nurtured Neighbourhood Grant** for access to:

- City-owned boardroom space at City Hall West Tower (2nd and 3rd floor).
- Projects related to public space beautification, cleanliness, and taking proactive approaches to the upkeep of neighbourhood properties.
- Projects related to increasing the sense of belonging in the neighbourhood, through events such as street parties and street barbeques.

Access to the Nurtured Neighbourhood Grant must follow the CSWO guidelines, where applicants are expected to:

✓	Requirements
	Outline outputs and measures.
	Align project(s), meeting(s), or event(s) to the Community Safety Action Plan.
	Report back to the CSWO and the BCSAC on outcomes and expenditures.

B Nurtured Neighbourhood Grant potential uses

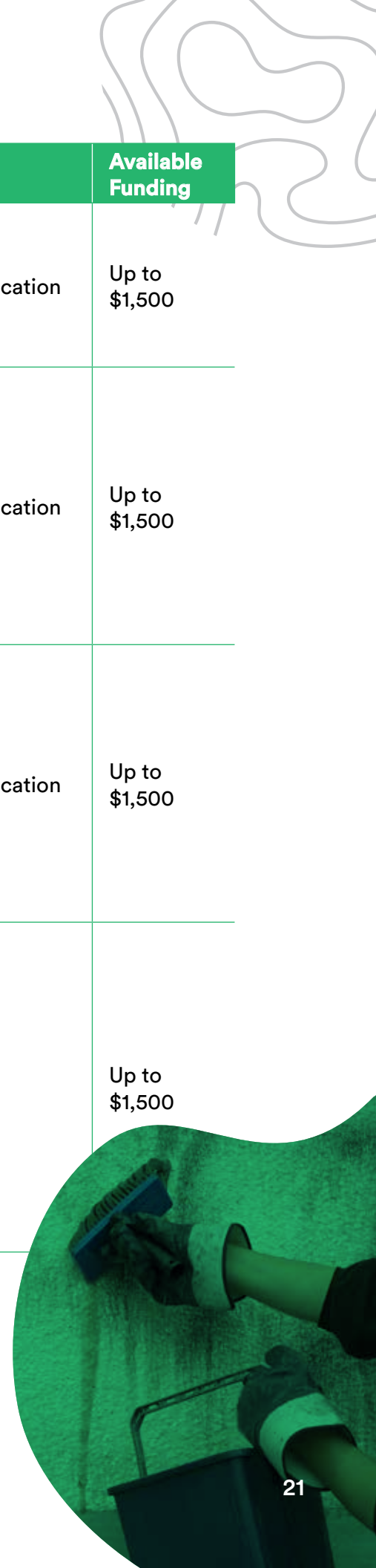
Successful affiliated Neighbourhood Association applicants have the opportunity to use the Nurtured Neighbourhood Grant available through the CSWO for several purposes related to the Community Safety Action Plan, with focus areas and suggested related projects outlined below.

- **Safety:** Organizing and implementing measures for improving safety and local beautification. A visually appealing neighbourhood improves the overall perception of the neighbourhood and one's interest in participating in neighbourhood initiatives.

- **Awareness:** Organizing and holding neighbourhood events, meetings and/or walking tours to discuss neighbourhood visions and goals and connect people to resources and information.
- **Empowerment:** Fostering belonging within the neighbourhood and taking action to make spaces into places.

Potential projects that fall into the Safety, Awareness, and Empowerment areas are outlined next:

✓	Project	Description	Theme	Available Funding
	Litter clean-up	Organize a neighbourhood cleanup event to pick up litter in and around parks, trails, schools, and other public spaces. More information on the City's Parks Cleanup Program is available online.	Beautification	Up to \$1,500
	Graffiti removal	Identify areas in the neighbourhood where graffiti removal is required. Participate in graffiti removal activities/re-painting/clean-up. Develop a maintenance plan. Appropriate materials and maintenance must be determined with the CSWO and applicable City divisions prior to initiating this project.	Beautification	Up to \$1,500
	Flower planters in public spaces	Identifying public spaces in the neighbourhood to add flower planters to and develop and implement a plan for the maintenance of planters. This project must be in consultation with the City of Brampton Parks Maintenance & Forestry division for a feasibility study and does not guarantee implementation.	Beautification	Up to \$1,500
	Flower planters for traffic calming (landscaped street medians)	Identify local roadways in the neighbourhood to implement flower planters or landscaped street medians as a physical design element to improve traffic safety for pedestrians, cyclists, and motorists. This project must be in consultation with the City of Brampton Public Works & Engineering Department and Parks Maintenance & Forestry division for a feasibility study and does not guarantee implementation.	Safety	Up to \$1,500





✓	Project	Description	Theme	Available Funding
	Public bench dedication	Identify areas in the neighbourhood that could benefit from public benches. More information on bench dedications is available online.	Placemaking	Up to \$1,500
	Painted waste receptacles	Partner with local artists for a neighbourhood-led project to paint waste receptacles, to encourage use and discourage litter. Appropriate materials and maintenance must be determined with the CSWO and applicable City divisions prior to initiating this project and does not guarantee implementation.	Beautification	Up to \$1,500
	Information boards	Identify areas for neighbourhood information/resource boards and a maintenance plan for turnover of information and avoiding litter.	Placemaking	Up to \$1,500
	Pop-up libraries	Identifying areas for and resourcing a neighbourhood pop-up library. Appropriate materials and maintenance must be determined with the CSWO and applicable City divisions prior to initiating this project.	Placemaking	Up to \$1,500
	Pop-up markets	Identifying areas for and resourcing a neighbourhood pop-up market. Appropriate materials and maintenance must be determined with the CSWO and applicable City divisions prior to initiating this project.	Placemaking	Up to \$1,500



✓	Project	Description	Theme	Available Funding
	Adopt-a-park	Volunteers can donate time and resources to give special care to a City park by helping maintain, beautify, and enhance the open space and keep the park safe for all to enjoy. By adopting a park, a group of volunteers pledge to conduct six (6) stewardship activities or events over the two-year adoption period. More information is available online .	Sense of belonging	Up to \$1,500
	Neighbourhood entrance flower beds	Supporting or leading the design and planting of neighbourhood entrance flower beds. This project will be assessed and actioned by the City's Parks Maintenance & Forestry division following the submission of a 311 service request.	Beautification	Up to \$1,500
	Wayfinding signage	Identify areas in the neighbourhood that require new or additional wayfinding signage. This project must be in consultation with applicable City departments for a feasibility study and does not guarantee implementation.	Placemaking	Up to \$1,500



✓	Project	Description	Theme	Available Funding
	Painted trails	<p>Partner with local artists for neighbourhood-led projects to paint neighbourhood trail(s), to beautify and build a sense of belonging within the neighbourhood.</p> <p>Appropriate materials and maintenance must be determined with the CSWO and applicable City divisions prior to initiating this project and does not guarantee implementation.</p>	Placemaking	Up to \$1,500
	Multi-purpose court artwork	<p>Partner with local artists for neighbourhood-led beautification of multi-purpose courts.</p> <p>Appropriate materials and maintenance must be determined with the CSWO and applicable City divisions prior to initiating this project. Implementation is not guaranteed.</p>	Beautification	Up to \$1,500
	Street parties	<p>Plan and hold a street party with your Neighbourhood Association. Include inclusive activities and fun 'getting-to-know-you' games to build sense of belonging within the neighbourhood.</p> <p>This project must be in consultation with applicable City departments to obtain appropriate permits.</p>	Sense of belonging	Up to \$1,500
	Street barbeques	<p>Plan and hold a street barbeque with your Neighbourhood Association. Include inclusive activities and fun 'getting-to-know-you' games to build sense of belonging within the neighbourhood.</p> <p>This project must be in consultation with applicable City departments to obtain appropriate permits.</p>	Sense of belonging	Up to \$1,500





✓	Project	Description	Theme	Available Funding
	Youth engagements	Plan and hold a community gathering designed to engage youth in the community, such as a movie or games night in the park. This project must be in consultation with applicable City departments to obtain appropriate permits.	Sense of belonging	Up to \$1,500
	Access to space	Access municipal space, such as community rooms at recreation centres or parks for Neighbourhood Association events, executive meetings, or membership meetings.	Connectedness	Up to \$1,500
	Dog and/or pet related community parties	Plan and hold a community gathering designed to connect dog and/or pet owners, such as a dog-walk or pet show. This project must be in consultation with applicable City departments to obtain appropriate permits.	Sense of belonging	Up to \$1,500
	Community fitness events	Plan and hold community fitness events, such as yoga in the park, to connect neighbours and encourage physical activity. This project must be in consultation with applicable City departments to obtain appropriate permits.	Sense of belonging	Up to \$1,500
	Learning events	Plan and hold a community learning night, engaging local experts and locals with lived/living experience to deepen the community's knowledge of local issues and opportunities. Funding should be used in part to provide honorariums for the speakers.	Connectedness	Up to \$1,500

NOTE: All potential projects listed in the table above have varying timelines. Connect with the CSWO for applicable project timelines.

C Number of projects per year

Affiliated Neighbourhood Associations are permitted to apply for access to the Nurtured Neighbourhood Grant for projects in the specific geographic boundaries of their Neighbourhood Association for as many projects/initiatives totalling \$1,500.

If additional projects are desired for the geographic boundaries of the Affiliated Neighbourhood Association, the group may connect with the CSWO for additional options for running multiple projects/initiatives per year.

Multiple Neighbourhood Associations for one geographic boundary are not permitted to apply for funding concurrently. The CSWO will review all applications and boundaries upon receipt to make a collective decision.

The CSWO can assist by providing information about existing Neighbourhood Associations and their boundaries and help resolve any cases of mutual claim over a particular area.

D Successful projects

Successful applicants will be required to report back to the CSWO and the BCSAC on their projects, as a mechanism for ensuring the funds are used towards neighbourhood beautification and safety and will be invited to participate in CSWO Quadrant Connection Meetings and Workshops to share their projects with the community.

The CSWO will evaluate the impacts on safety and well-being in neighbourhoods resulting from the Neighbourhood Association's collective measures on beautification and enhanced safety projects and will track outputs and outcomes as a measure for determining the success of the Nurtured Neighbourhood Grant. The CSWO may follow-up with the Neighbourhood Association as part of this process.

“Neighbourhood-based festivals and events would help to build connection and community between neighbours, which is an important factor in personal wellbeing, safety, security, and ability to support each other in celebrations and difficulties.”

- Resident, Nurturing Neighbourhoods Program Survey



SECTION SIX

NEIGHBOURHOOD

ACTION PLAN

Through Neighbourhood Action Plans, Neighbourhood Associations are empowered to build stronger neighbourhoods where everyone feels safe, has a sense of belonging, and are connected to information and resources.

Neighbourhood Action Plans identify short, medium, and long-term goals to shape the future of neighbourhoods, with achievable actions to reach the neighbourhood vision identified by its residents.

The CSWO can support Neighbourhood Associations in the development and implementation of Neighbourhood Action Plans. Please contact the CSWO to access a template Neighbourhood Action Plan.

“Help us to be more familiar with neighbours and feel safer.”

- Resident, Nurturing Neighbourhoods Program Survey

A

Why create a Neighbourhood Action Plan?

There are many reasons to capture the collective thoughts and ideas from residents into an Action Plan – benefits include:

✓	Benefits
	Increase knowledge about the neighbourhood.
	Increase opportunities to connect and get to know your neighbours.
	Increase sense of belonging within the neighbourhood.
	Increase opportunities for residents to get involved and be engaged in the neighbourhood.
	Increase safety, access to information, and empowerment within neighbourhoods.
	Increase opportunities for capacity building and leadership among the neighbourhood.

B Approach

The eight (8) principles noted below outline the approach for building Neighbourhood Action Plans within your Neighbourhood Association. Recognizing that each neighbourhood is unique, these principles are provided to establish some common ground for neighbourhoods to incorporate and work towards.

1	Resident-led	Residents will lead initiatives and have ownership over ideas and projects that make positive impacts to their neighbourhood.
2	Action oriented	Residents will generate ideas and projects to drive meaningful and measurable actions and change in their neighbourhood.
3	Focus on assets	Residents will focus on amenities and assets that are found in their neighbourhoods and find ways to maximize their use and benefits to the neighbourhood.
4	Inclusive and collaborative	Residents will work together within the neighbourhood association to ensure practices and programs are fair, equitable, and foster a sense of belonging for all members.
5	Achievable outcomes	Residents will work on projects and initiatives that are realistic and achievable based on available funding (through fundraising or community grants).
6	Positive impacts	Action Plans should identify and implement projects that lead to positive impacts and change for the neighbourhood.
7	Measurable	Projects and initiatives should be reported to the CSWO with metrics and data that show positive impacts and outcomes.
8	Accountable	Neighbourhood Associations will be held to a standard of conduct outlined in the agreement and are expected to steward funds and/or projects in a manner consistent with the goals of the Neighbourhood Association Affiliation Program.



C Asset identifying activity

How many communities are in my neighbourhood?

This activity can encourage connectedness and belonging, while also providing an opportunity for neighbourhood asset mapping. These identified communities within a neighbourhood may be able to either support Neighbourhood Association goals and objectives or become members.

For example, a beautification project might need a variety of talents, such as gardeners, artists and even landscapers. Members

from the gardening community, the artist community, and the landscaping community may already be residents in a neighbourhood that are taking part in a beautification project and may be happy to share their talents to improve their neighbourhood.


This activity also encourages Neighbourhood Associations to look beyond its current membership, thereby promoting the group itself and increasing the wealth of diverse voices and experiences represented in the group's efforts and impact.



SECTION SEVEN

HIGHLIGHTS FROM A

NEIGHBOURHOOD NEAR YOU!



Neighbourhood Associations assist residents in learning about how to improve their sense of safety, how to become more aware of concerns within their neighbourhood, and how to become empowered to address those issues. Neighbourhood Associations build neighbourhood resilience, and there are many active groups across the city working on enhancing their neighbourhoods. Check out some tips and highlights from existing Neighbourhood Associations in Brampton!

- **Fletcher's Creek SNAP (Wards 1 & 5)**

The Fletcher's Creek neighbourhood worked collaboratively with Credit Valley Conservation, City of Brampton, Region of Peel, local residents, community members, and leaders to develop the Fletcher's Creek Sustainable Neighbourhood Action Plan (SNAP). This group has come together to share resources and information, and work on several neighbourhood initiatives, including tree planting, sustainable home landscaping, and community engagement.

- **Heart Lake Happenings (Wards 2 & 6)**

Created in 2012, this group of residents live, work, or play in the Heart Lake neighbourhood, and come together over Facebook and in-person gatherings to foster community building and great neighbourhood spirit. Over 3,000 members participate, share, and discuss ideas and topics related to their neighbourhood.

- **Peel Village (Wards 3 & 4)**

The Peel Village neighbourhood hosts an active group of residents, who empower each other to take the lead in enhancing safety and shaping the future of their neighbourhood.

- **Bramalea SNAP (Wards 7 & 8)**

This program includes the facilitation of monthly network meetings, annual events with resident leadership, local partnership development, and a focus on neighbourhood engagement to support local revitalization projects.

- **Mount Royal Community Group (Wards 9 & 10)**

The Mount Royal Community Group works to build relationships among its residents to form a close-knit community by organizing fun movie nights and activities, supporting schools in their area, and advocating for neighbourhood with the local government to improve safety.



SECTION EIGHT

ACKNOWLEDGEMENTS



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To build this Guide, the CSWO conducted a jurisdictional scan of existing Neighbourhood Association programs across Ontario. With that, the CSWO is excited to share a structure to residents for establishing and sustaining Neighbourhood Associations within our community. We look forward to working with resident groups to enhance safety and well-being in our neighbourhoods.

The Community Services department is thrilled to support Neighbourhood Associations as we deliver neighbourhood projects that benefit the community in new and exciting ways that empower and connect Brampton within communities where people feel safe and have a sense of belonging.

Brampton is a beautiful city with vibrant outdoor spaces for all to enjoy. Everyone plays a role in keeping our city clean, green, and safe!





**COMMUNITY SAFETY
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