



2016/2017 Kitchener Festival of Neighbourhoods Registration Process

Please complete your registration form, preferably within two weeks of your activity. You may register over the phone, in person, by e-mail, snail mail, fax, or at your community centre.

Eligible activities are those that:

- ✓ Tell us which streets or street boundaries make up the invited neighbourhood (the area of houses/units/apartments that were invited to the neighbourhood activity)
- ✓ Are open, welcoming and advertised to everyone in that area, regardless of age, gender, ethnocultural background, ability, economic status, etc.
- ✓ Bring neighbours together face-to-face for opportunities to get to know each other

What you need to know about the registration process:

- The deadline for registering is October 5th, 2017 at 5:00pm.
- The sooner you complete this step, the sooner the Festival of Neighbourhoods Committee can confirm your registration and review your eligibility for awards.
- If you pre-register your activity, make sure to complete your registration afterwards
- To register your activity for the 2016/2017 Festival of Neighbourhoods, it must have taken place any time between October 1, 2016 and September 30, 2017.
- Complete a separate registration form for each inclusive neighbourhood activity.
- Every neighbourhood receives one ballot for the \$20,000 neighbourhood improvement capital grant from the City of Kitchener.
- Every activity registered will be considered for different awards of recognition.
- **Register early and often! Early Bird deadlines:** January 15, March 15, May 15 & July 15!

What Happens Next? Annual Festival Finale!

Send at least one representative of your neighbourhood to the Festival Finale. You are encouraged to bring as many people from your neighbourhood as you like—everyone is welcome! Remember, a neighbourhood representative must be present to win an award.

At the Finale, you will join neighbours from across Kitchener who also held activities to bring their neighbours together. Join in the celebration of your achievements and be inspired by others. The Festival Finale includes:

- Refreshments and activities for all ages
- Stories and displays celebrating neighbourhood activities
- Prizes and awards, including the draw for the \$20 000 capital improvement grant!

Date: Sunday, November 19th, 2017 from 1-3pm.

Location: Kitchener City Hall Rotunda

Festival of Neighbourhoods Registration Form

To register with the Festival of Neighbourhoods, complete the following form. Please provide as much detail as you can so we can properly assess the eligibility for awards. If you have questions or have any additional information like flyers, photos of other information you want to share about your activity, please send these with your registration.

The information you provide in this form will be used only by Festival of Neighbourhoods staff. Some information may be used for Festival promotion. No information will be made public in any way that identifies individuals without their previous consent. Personal information such as name and address of contacts will be used solely for the purposes of administration and will not be released to any other party.

Please complete and return as soon as possible. It must be received by **October 5th, 2017**.

Send your registration to:

Festival of Neighbourhoods

c/o Social Development Centre Waterloo Region

74 Frederick St. Kitchener, ON N2H 2L7

Phone/TTY: 519-579-3800

Fax: 519-578-9185

entries@festivalofneighbourhoods.ca

Or drop off at your local community centre!



Eligible activities are those that:

- Tell us which streets or street boundaries make up the invited neighbourhood (the area of houses/units/apartments that were invited to the neighbourhood activity)
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- Bring neighbours together face-to-face for opportunities to get to know each other

Contact Information for the person(s) registering this activity

Last Name

First Name

Email

Street Address

City

Postal Code

Phone

Alternate Contact First and Last Name

Alternate Contact Phone/Email

Tell us about your neighbourhood and your activity.

Tell us which streets or houses you invited to your activity. If you invited your apartment building, condominium, or townhouse complex, please give us the name and address.

Your neighbourhood can be big or small. It is up to you!

Provide a brief name we can use to refer to your neighbourhood area.

You can use a name that helps us know where your neighbourhood is.

Approximate number of households in your neighbourhood.

Give us your best guess.

Tell us more about your neighbourhood: the place and the people.

What did you do to bring your neighbourhood together face-to-face?

e.g. meet and greet, games night, community clean-up, street party, neighbourhood walk

Date and time

Month, date, year, and time (e.g. July 12 2016 at 1 – 3 p.m.)

Where did this activity take place?

Did youth play a leadership role in this activity?

Please describe how the young people (under 21) took a lead and, if not already given, provide the names of two of these youth leaders along with a phone or email contact for each.

Approximately how many people helped to organize your activity?

How did you reach out to your neighbours so that everyone was invited and felt welcome?

e.g. door-to-door flyers, word of mouth, posters, etc.

How many people took part?

Use your best estimate.

Finale Recognition

Each year, at the Festival of Neighbourhoods Finale, we recognize neighbourhoods for intentional effort they made to build strong and healthy community. Please answer the questions below so we can determine how your activity demonstrates the efforts.

Did you take the [Inclusion Challenge](#)? What ideas were explored or steps taken to make the gathering welcoming and accessible to all neighbours, regardless of their age, abilities, religion or ethnocultural background?

Please tell us a bit more about what you did to be more inclusive, and what difference do you think it made?

How were the arts included in the activity you are registering?

Perhaps you showed a local artist's work, included live performance, film, crafts, and artistic activities for different ages, etc.

Did the activity help the environment or make your community greener in any way?

E.g. the actual activity such as a neighbourhood clean-up or tree planting or, some aspect of what you did such as a no waste activity.

Was your activity intended to increase neighbourhood safety or to focus on security?

Is there interest in your neighbourhood to do more to improve the social conditions or opportunities for those who live there?

Did the activity recognize the heritage of your neighbourhood or the City of Kitchener in any way?

E.g. a reunion, historical walking tour, etc

How has your gathering made your neighbourhood a better place to live and play?
Have any exciting things happened because of your gathering? Please explain:

Is this the first year that your neighbourhood has registered THIS activity with the Festival of Neighbourhoods?

Yes No Not sure

Is this the first year your neighbourhood has registered ANY activity with the Festival of Neighbourhoods?

Yes No Not sure

If your neighbourhood has registered any activity before, please check which years.
If you are unsure, use your best guess.

<input type="checkbox"/> 2016	<input type="checkbox"/> 2008	<input type="checkbox"/> 2000
<input type="checkbox"/> 2015	<input type="checkbox"/> 2007	<input type="checkbox"/> 1999
<input type="checkbox"/> 2013	<input type="checkbox"/> 2006	<input type="checkbox"/> 1998
<input type="checkbox"/> 2013	<input type="checkbox"/> 2005	<input type="checkbox"/> 1997
<input type="checkbox"/> 2012	<input type="checkbox"/> 2004	<input type="checkbox"/> 1996
<input type="checkbox"/> 2011	<input type="checkbox"/> 2003	<input type="checkbox"/> 1995
<input type="checkbox"/> 2010	<input type="checkbox"/> 2002	<input type="checkbox"/> 1994
<input type="checkbox"/> 2009	<input type="checkbox"/> 2001	

I want to be added to thE-Neighbour email list and receive bi-monthly newsletter with news and resources from the Festival of Neighbourhoods.

I am already on thE-Neighbour email list

Do not add me to thE-Neighbour email list