

# Festival of Neighbourhoods 2011-2012 Registration Information



## Completing Your Registration

- Thank you for telling us about your neighbourhood gathering!
- Please complete your registration form preferably within two weeks of your gathering.
- You may return the form by e-mail, mail, fax, or in person.
- The deadline for registering is October 5<sup>th</sup>, 2012 at 5:00pm.
- The sooner you complete this step, the longer the Festival of Neighbourhoods Committee has to confirm your registration and review your eligibility for awards. Completing it early will give us time to contact you for clarifications.
- Feel free to include additional pages if you need more space.
- To register your gathering for the 2011-2012 Festival of Neighbourhoods, it must have taken place any time between October 1<sup>st</sup>, 2011 and September 30<sup>th</sup>, 2012.
- Hosting more than one gathering in the same neighbourhood area? Please contact us to request a secondary registration form. Registering for multiple gatherings will not affect your neighbourhood's chances of winning the capital grant, but we will consider secondary gatherings equally for awards of recognition.

## Festival of Neighbourhoods Contact Information

- Mailing Address:  
Festival of Neighbourhoods  
c/o Social Planning Council of Kitchener-Waterloo  
300-151 Frederick St.  
Kitchener, ON N2H 2M2
- Phone: 519-579-1096
- E-mail: [entries@festivalofneighbourhoods.ca](mailto:entries@festivalofneighbourhoods.ca)
- Fax: 519-578-9185
- Office Hours: Monday-Friday 9am-5pm

**You are encouraged to contact us if you have any questions or need help with registering or planning your gathering— we would be happy to help!**

## What Happens Next?

### 19<sup>th</sup> Annual Festival Finale

- The final step is to 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 would like—everyone is welcome!
- At the Finale you will join neighbours from across Kitchener who also held activities and gatherings 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 our gatherings and initiatives
  - Prizes and awards, including the draw for the \$10 000 capital improvement grant (neighbourhoods must be represented at the Finale to be eligible)
- Date: **Sunday, October 21<sup>st</sup>, 2012 from 1-3pm.**
- Location: **Kitchener City Hall Rotunda**

## Awards and Prizes

Everyone wins when we plan ways for our neighbours to meet. One way the Festival of Neighbourhoods recognizes this is through awards and prizes presented at the Festival Finale. These awards are designed to celebrate some of the many ways neighbours contribute to a safe and healthy community, and to inspire us to think about how we can continue to improve our neighbourhoods together.

### \$10 000 Capital Improvement Grant

- Your neighbourhood must complete two steps in order to receive one ballot for the draw:
  1. Register one or more eligible gatherings by October 5<sup>th</sup>, 2012:
    - a. Tell us about your gathering.
    - b. Return a completed registration form.
  2. Attend the Festival Finale on October 21<sup>st</sup>, 2012 and register for a ballot for inclusion in the draw. The winning ballot will be drawn (from all qualifying neighbourhoods) at random during the Finale.
- The Capital Improvement Grant goes to a neighbourhood, rather than an individual or a gathering. Winners establish a committee representing an area of at least fifty (50) houses for consultation with the City of Kitchener.
- Neighbourhoods that have previously won the Capital Improvement Grant and who remain in talks with the City of Kitchener are not eligible for this award.

### Awards of Recognition

- Awards of recognition are presented at the Finale based on the criteria found below. For each award, recipients will be chosen or drawn from a list of eligible entries. The registration form will determine your eligibility for these awards, and you must be present at the Finale to receive them.
  - **Newcomer Award:** Given to a group that has registered for the first time.
  - **Pillar Award:** Given to a group that has registered for five or more consecutive years (the activity itself need not be the same each year).
  - **Arts & Culture Award:** Given to a group who has included the arts in their project or activity as a central aspect of the gathering to bring people together.
  - **Youth Award:** Given to a project or activity in which one or more youth under the age of 21 have taken a leadership role.
  - **Inclusion Award:** Given to a group who has specifically designed a gathering to be inclusive of diversity, for example in culture, age, ability, economic level and/or identity.
  - **Safer Neighbourhood Award:** Given to a group who has registered a gathering or activity with the purpose of building a stronger, safer neighbourhood by encouraging community engagement and participation.
  - **Green Neighbourhood Award:** Given to a group whose project or activity includes or is centred on environmental action, such as a community cleanup, conservation or beautification.
  - **Neighbourhood Connections Award:** Given to a neighbourhood that expresses a desire to do more to improve their neighbourhood or the quality of life for its residents. It is awarded to a group that demonstrates a need and indicates a desire to participate in such a process with the Social Planning Council of Kitchener-Waterloo.

### Ward Challenge Award

- Recognizes the City of Kitchener Ward that has the most registered gatherings. Your gathering will automatically be counted towards this award when your completed registration form is received.

# Festival of Neighbourhoods 2011-2012 Registration Form

**For Office Use Only:**

Registration # \_\_\_\_\_

Please complete and return as soon as possible. Must be received by October 5<sup>th</sup>, 2012

**Contact Information.** Festival of Neighbourhoods wants to recognize everyone who helped to bring their neighbours together. Please tell us which leaders we should contact regarding your neighbourhood's registration and the Festival Finale.

1. Registered Contact Person (person completing form)

Name:	Address:
Email:	
Phone:	

2. Alternate Contacts (others involved with organizing or running your gathering)

Name:	Phone:	Email:
Name:	Phone:	Email:
Name:	Phone:	Email:

**About Your Neighbourhood.** Festival of Neighbourhoods wants you to think of yourself as the centre of your neighbourhood. Your neighbourhood is the area that was included in your gathering, and does not need to be a formal neighbourhood boundary.

1. How have you defined your neighbourhood area? Use streets or landmarks as boundaries.	2. Invent a name for your neighbourhood:
	3. Approximate number of households in your neighbourhood:
4. Tell us about your neighbourhood:	

**About Your Gathering.** Elaborate or simple, large or small, tell Festival of Neighbourhoods how your neighbours came together and how it was a gathering for all.

1. What kind of gathering was it? (i.e. "Meet and Greet", "Games Night")
2. Date and time:
3. Location:
4. Approximately how many people helped to organize your gathering?
5. How did you reach out to your neighbours so that everyone in the defined area knew they were welcome?
6. Approximately how many people attended your gathering?
7. Tell us about your gathering. i.e. Who came out? What did you do? How did it go? What were the highlights?
8. (How) has your gathering made your neighbourhood a better place to live and play? Have any exciting things happened as a result of your gathering? Please explain:

**Awards of Recognition (Optional).** Please identify whether any of the following apply to your neighbourhood or the gathering you organized. There is no limit to the number you select. If you check an award category where there is space for description, please give as much detail as possible about what you did to be considered for the category. And remember, everyone wins when we plan ways for our neighbours to meet!

**Newcomer Award.** *This is the first time my neighbourhood has registered.*

**Pillar Award.** *My neighbourhood has registered five or more consecutive years.*

**Inclusion Award.** *My neighbourhood took extra steps with our gathering to encourage participation of all neighbours and to be inclusive of those with different abilities and/or backgrounds (ie. range of ages, income levels or cultural backgrounds). Please describe:*

**Arts & Culture Award.** *My neighbourhood's gathering included the arts as a way of bringing people together, either as the main focus or some important aspect of the gathering (ie. you showed a local artist's work, included live performance, film, crafts, or artistic activities for different ages). Please describe:*

**Green Neighbourhood Award.** *My neighbourhood's gathering included an element of environmental awareness, either as the main focus or some important aspect of the gathering (ie. you organized a neighbourhood cleanup or planted new trees or flowers). Please describe:*

**Safer Neighbourhood Award.** *My neighbourhood's gathering included an element of neighbourhood safety awareness, either as the main focus or some important aspect of the gathering (ie. bike safety for children, pedestrian safety, self-defense). Please describe:*

**Youth Award.** *A youth or group of youths (aged 21 or younger) organized my neighbourhood's gathering or led an aspect of it. Please describe their role:*

Name of Youth Leader:

Phone (if not already given):

**Neighbourhood Connections Award.** *I would like to take further steps to improve my neighbourhood. If you could, what social needs would you want to address in your neighbourhood?*

### **Anything Else? (Optional)**

Is there anything else you would like us to know about your neighbourhood or gathering?

I (registered contact) am interested in volunteering to help at the Finale.

I know someone else who is interested in volunteering to help at the Finale (high school community service hours available):

Their Name:

Phone:

The Festival of Neighbourhoods sometimes extracts quotations supplied through registration forms by registrants to promote the Festival and to inspire others to bring their neighbours together. I give permission to the Festival of Neighbourhoods to use information supplied in this form in such a manner. *Note: The names of people and locations will remain confidential.*

Signature of registered contact: X \_\_\_\_\_ Date: \_\_\_\_\_  
(Parent/guardian if under 16)