

# HOW TO ORGANIZE YOUR BLOCK DURING COVID

## GOAL:

Obtain a block roster and be able to communicate with your block via email, text and cell.

## OPTION #1: BE A BLOCK CAPTAIN & OBTAIN A BLOCK ROSTER

Customize and print out the [“Send this letter to your neighbors”](#) along with [“Block Questionnaire”](#) and [“GroupText Flyer”](#). Drop off in your neighbor’s mailbox. A block usually comprises 30-40 single family homes. If you live in an in a multi-family residence/apartment building, you may choose to only organize your building).

## OPTION #2: HOST A ZOOM BLOCK MEETING TO GET YOUR BLOCK ORGANIZED

Host a zoom meeting with your neighbors, explain the importance of an organized block and discuss who will be the block captain, what issues your block would like to address.

- ✓ Schedule a time to host a one-hour block meeting. Sunday at 4 p.m. works well for most – or after 6 p.m. weekdays.
- ✓ Customize and print out the [“Flyer for Block Meeting”](#) and [“Block Questionnaire”](#) and [“Group Text Flyer”](#). Place in envelope and put in the mailbox of each of the neighbors on your block 2 weeks before the meeting. Alternatively, email to those neighbors you have email addresses for.
- ✓ As you receive your neighbor’s information via email or in your mailbox, start to compile this data into a roster and into your computer's address book so you can email the group.
- ✓ What to do at your block meeting:
  - introduce yourself, explain the goal of the meeting and have all neighbors introduce themselves
  - ask for a volunteer to be block captain if you do not have one already
  - discuss the importance of communication
  - provide important numbers (police, LAPD Senior Lead Officer for your area, private patrol, MMRA, etc..)
  - have the block roster emailed to everyone
  - suggest a group text for alerts using [BAND.us](#)
  - discuss block safety issues or concerns
  - review the basics of a neighborhood watch using the [3-STEP Neighborhood Watch Plan](#)
  - remind all neighbors to complete their disaster prep – [click here](#) for prep list
  - recommend scheduling a [RYLAN \(Ready Your LA Neighborhood\)](#) earthquake prep meeting in the immediate future.
  - allow for open forum/questions

✓ After the meeting, collect all information to update your block roster. Send out a group email and welcome everyone to your block group email. Send them a copy of your block roster. This is how you and your neighbors can communicate – making your neighborhood safe & strong.

*All forms are easily customizable – we have just provided examples you can use.*

*Let us know if you need help with anything.*

*Any questions? Please contact us – we are here to help. Thank you for your support!*

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