

NATIONAL NIGHT OUT

Planning Guide 2022



Join neighborhoods around Minnesota in celebrating Minnesota's National Night Out on **Tuesday, August 2!**

Cohesive neighborhoods are key to preventing crime, and National Night Out is an opportunity for our neighborhoods and community to come together around the shared goal of a safe and healthy community. It also reinforces the Police Department's partnership with our residents to deter crime.

Things to Know

- National Night Out resources are available on the City website at www.goldenvalleymn.gov/NNO. These include printable invitations, links to register your party and to request street closing. Use this guide and planning checklist to help get your party started.
- If you have any questions, contact Andrew Evenson at 763-512-2463 or aevenson@goldenvalleymn.gov.
- Due to the large number of Golden Valley neighborhoods that participate in National Night Out, we are unable to accommodate specific requests (eg, squad cars at a specific time to lead a kiddy parade). We will do our best to have someone visit every gathering that has registered.
- The City is unable to accommodate requests for picnic tables as there are no extra tables available.

Dates to Remember

Friday, July 22—Register your party with the Police Department

To register your National Night Out gathering, please visit the City website at www.goldenvalleymn.gov/NNO and complete the short form. If you would like to request traffic cones to close your street, please complete the street closing form too. If you are unable to register online, please contact Andrew Evenson at 763-512-2463 or aevenson@goldenvalleymn.gov. It is important to register so we can do our very best to send a Police or Fire Department representative to your gathering.

Tuesday, Aug 2—National Night Out

Reunite with your friends and neighbors and have FUN!

Friday, Aug 5—Donation for PRISM Food Shelf

Please drop off any donations that were not picked up at your event to the Public Safety Building.

PRISM Food Drive

The Police and Fire Departments encourage neighborhoods to collect non-perishable food and personal care items for PRISM Food Shelf. If your neighborhood wishes to participate, please notify us. Police and Fire Department personnel will be happy to pick-up these donations while visiting your neighborhood's National Night Out celebration. If we're unable to stop by your gathering, please deliver your donations to the Public Safety Building by Friday, Aug 5.

Planning Checklist

The Police & Fire Departments will hand out giveaways as its members visit National Night Out gatherings.

<input checked="" type="checkbox"/>	TASK	WHO	DEADLINE	NOTES
	Determine time and location			
	Pick alternate location if needed			
	Recruit neighbors to assist			
	Register event with Police Dept.		July 22	
	Arrange for street closing (barricades)		July 22	
	Plan a theme			
	Create invitations (use the free download to create your own)			
	Distribute invitations			
	Plan food			
	Appetizers			
	Snacks			
	Salads			
	Meals			
	Desserts			
	Plan beverages			
	Water			
	Child beverages			
	Adult beverages			
	Plan supplies			
	Name tags			
	Tables/table cloths			
	Chairs (or bring your own)			
	Plates, cups, napkins, silverware			
	Garbage can(s)			
	Grill, fire starter			
	Decorations			
	Plan activities			
	Ice breakers, yard games, etc.			
	Kid's entertainment			
	Prizes/giveaways			
	PRISM donation sign and bin			
	Arrange for PRISM donation drop off at the PD (if not picked up at your event)		Aug 5	
	Clean up after event			



This document is available in alternate formats upon a 72-hour request. Please call 763-593-8006 (TTY: 763-593-3968) to make a request. Examples of alternate formats may include large print, electronic, Braille, audiocassette, etc.

