



2025 Affiliated Neighbourhood Association Program Helpful Program Tips

Instructions:

- Find helpful Affiliated Neighbourhood Association program tips in this document!
- If you have any questions, please contact the Community Safety & Well-Being Office (CSWO) by email at CSWO@brampton.ca, or connect directly with your [Quadrant Coordinator](#).

1. Tips for starting a Neighbourhood Association

Connect with your neighbours using these helpful tips:

- Start a neighbourhood group chat on a social media or chat platform, such as WhatsApp.
- Visit your neighbours, and their neighbours! Introduce yourself and share more about why you want to start a neighbourhood group.
- Meet in common outdoor spaces, such as a local park or trail, and talk about what you love, and what you would like to see improved in your neighbourhood.
- Map out your neighbourhood boundaries with the following guidance. Boundaries should be:
 - Walkable within 15 minutes or under 2 km in parameter; or,
 - Include up to 5 connected streets; or,
 - May include a landmark within the neighbourhood as a common space for gathering or to bring neighbours together, such as a park or interesting neighbourhood feature.

2. Tips for neighbourhood projects

Come together with your neighbours to plan a project that has benefits for everyone!

- Find a list of potential projects on pages 20-25 of the [Neighbourhood Association Guide](#) and talk about one that works best for your neighbourhood.
- Think about the impact the project will have in your neighbourhood. Positive impacts include neighbours getting to know each other, becoming more familiar with accessing city resources, adding a physical resource to your neighbourhood.
- Complete a before and after survey with your members to learn more about their thoughts and feedback about the project.

3. Tips for how to get organized

To prepare for starting your project, here are some helpful tips:

- Review the resources available on the [CSWO webpage](#), such as:
 - Affiliated Neighbourhood Association Important Dates and Process
 - Affiliated Neighbourhood Association Application Checklist
 - Affiliated Neighbourhood Association Ineligible Expenses Checklist
- Involve your members! Let them help with spreading the word, planning, preparing, and during your project or event.
- Create a budget! Follow the Budget Worksheet in the application to keep you on track with spending. Be sure to keep all receipts and invoices so you can report back about your project in the Close-Out Report.
- Ask CSWO about permits, additional forms, and timelines that are required to ensure your project or event can take place.

4. Tips for filling out forms

What forms are required to apply:

- New applicants will fill out the 2025 Affiliated Neighbourhood Association Application for New Applicants.
- Returning applicants (affiliated in 2024) will fill out the 2025 Affiliated Neighbourhood Association Application for Returning Applicants.
- Remember to download and save the application form to your computer, so you can email it to the CSWO team once all fields have been completed!

5. Tips for how to document spending

What do you need to document:

- All Affiliated Neighbourhood Associations will report back on their project and spending using the 2025 Affiliated Neighbourhood Association Close-Out Report.
- Keep your receipts in good condition and ensure they are clear and easy to read (for example, no fading).
- If you are combining your Nurtured Neighbourhood Grant purchases with personal purchases, please request a separate receipt.
- All receipts should include vendor details.