

Tips for Block Party Planning

Community Enhancement Department



The three basic components for hosting a great block party: **food, folks, & fun**. When planning keep in mind the logistics for each of these three components.

City staff can guide you thru some of these decisions as they relate to other departments (Parks, Fire, Police, Code, etc.). The *Let's Party!* Trailer can bring some organization to the fun, but there could be more to it like permits, street closures, food trucks, etc. But the bottom line is **this is your block party!** You can keep it simple or go big.

Once you submit your Neighborhood Block Party form, City staff will:

1. Place a TENTATIVE hold on the calendar date you requested
2. Schedule an orientation meeting to review policies and planning process

NOTE: Orientation meeting attendance is REQUIRED to keep the *Let's Party!* Trailer reservation & spot on the Neighborhood Block Party calendar.

What are you thinking and planning for each of these components? Attend the ONLINE orientation meeting prepared to talk through these so City staff can better understand how to facilitate your planning.

SCOPE OF BLOCK PARTY

What are you thinking/planning for each of these components?

Food	Folks	Fun
<ul style="list-style-type: none">• Potluck• Ice cream social• Grilling• Food truck• Mobile catering	<ul style="list-style-type: none">• # Households• # Residents• Local schools• Local businesses• City of Allen	<ul style="list-style-type: none">• <i>Let's Party!</i> Trailer• Other games• Other resources• Bounce houses• Music, etc.

