

TOOL n°2 - The letter of invitation

Dear neighbor,

We are (your names) from (your organization/building/street/house or apartment number). For many years our organization has been located in this neighborhood. You may have heard of us before. (Explain who you are/what you do).

Together with many of our colleagues we travel to this neighborhood several days a week for our work, and we are pleased to find connections with so many wonderful people. OR: My family has lived here for many decades. And we've always loved our connection to so many wonderful people and families. Yes, we are proud to be part of this neighborhood!

And we know not everything always runs as smoothly as we all want. We all have busy lives. Sometimes it is hard to find the time and the energy for a simple chat with a neighbor. And this is a pity of course. We believe that the more we all feel connected, the safer and happier we feel in our neighborhood. Isn't that what we all wish for?

We hope of course that you share this belief. Therefore, we would like to take the next step in bringing even more harmony to our neighborhood. And we hope you would like to join us on this journey. On (date) we are organizing a neighborhood meeting, and you are invited! We would like to take the opportunity to listen to one another and brainstorm positive ideas to strengthen our relationships with each other (even further).

Just to be clear: we don't want this event to be some sort of debate or complaints procedure. We will have the conversation that we believe matters most in order to build stronger cohesion in our neighborhood, and we would like to do this in a constructive way with respect for all.

We really hope to meet you on (date) for our first/next neighborhood meeting. This will take place in (place) and starts at (time). You are welcome for tea or coffee from (time).

If you have further questions, feel free to contact (your contact details).

See you soon!

Warm greetings,