Best Practices

Welcome Event for Newcomers

A welcome event for newcomers is a regular event organised for citizens who have recently joined the local municipality. It is an excellent starting point for newcomers to get to know the municipality better and to meet their neighbours.

Objectives

- To get to know the commune and local landmarks (e.g. shops, cultural venues, sports venues),
- Meet your neighbours and widen your circle of contacts,
- Show curiosity about each other,
- Breaking down isolation,
- Present the social and cultural life of the community (events, organisations),
- Introduce key figures in local life (e.g. politicians, activists, farmers, etc.),
- Encourage people to speak one of the local languages and use it as a tool for empowerment,
- Provide opportunities to identify with the local community and support local events,
- Offer a better understanding of Luxembourg culture,
- Offer a better orientation in the cultural diversity of the commune.

Methods

Depending on the time involved (2-4 hour event, 1 day, 1 weekend). The event can be a mix of presentations, participatory workshops, visits to local landmarks, meetings with local personalities, games for children, informative workshops.

Budget

Depending on the duration, between EUR 500 and EUR 10,000:

- Costs for hiring a room and providing drinks and meals.
- Promotional costs (flyers, announcements on social networks, etc.)
- Cleaning costs (room, venue)

Materials

Equipment :

tables, chairs, notice boards, organisational stands, outdoor space for refreshments, etc.

Location: Indoor space (e.g. village hall, sports hall, multi-purpose hall) or outdoor space (sports ground, park, other pleasant outdoor space in the community to show newcomers)

Periodicity

At least once a year.

Evaluation indicators

- Satisfaction of newcomers
- Partners' satisfaction
- Number of partners involved

Practical advice - DO's

- Send a personalised letter as an invitation
- Think about a suitable time for individuals, families and families with children
- Ensure that newcomers meet at least 5 new people at the end of the event (organise an activity where people can talk to each other)

Practical advice - DONT's

- Organise a formal event full of speeches and presentations
- Organise an evening event in the middle of the week
- Send official invitations in one language only

Contact person/Possible partners

Communal consultative committees for living together , local associations, local personalities, local politicians.

Additional information

WËLLKOMM Project : https://projet-wellkomm.lu/