

Best Practices

Municipal Tour (“Tuer vum Duerf”)

Many people regularly express the feeling that they no longer know their neighbours. The “*Tour vum Duerf*” activity responds to this observation by encouraging meetings and exchanges among residents, around a friendly and unifying event.

The “*Tour vum Duerf*” can easily be integrated into a welcome day for new residents, while also being open to all inhabitants of the municipality. It consists of a visit to the different localities, punctuated by festive moments organised by the residents of each village. This initiative highlights the diversity and identity of the localities through decorations, activities and local initiatives.

Objectives

- Foster encounters and intercultural exchanges:
 - among residents of each locality
 - among residents of different localities
 - among all citizens of the municipality
- Enable residents to better get to know the localities within their own municipality
- Promote the different localities by decorating and showcasing them during this day

Methods

- Organisation of a tour of the municipality by bus, bicycle, on foot, by car, etc.
- Activity reserved for newly arrived residents
- Activity open to all residents of the municipality

Budget

The required budget varies depending on the chosen approach. An initiative organised directly by the municipality to introduce the area to newly arrived residents generally involve limited costs.

In contrast, an approach involving all villages requires a larger budget due to local mobilisation and activities.



Materials

- Preparation of the locality or localities hosting the main celebration (benches, tents, decorations, display board with local history, etc.)
- Rental of a bus or bicycles

Periodicity

- Once a year

Evaluation indicators

- Number of participants
- Number of participating associations
- Number of volunteers
- Feedback from involved partners

Practical advice - DO's

Municipal tour open to all residents

- *Develop a detailed organisational schedule*
- *Create working groups (selection of villages, mobilisation of associations, citizen involvement, etc.)*
- *Identify central locations in each locality where residents can gather*
- *In case of a large number of villages, opt for a selection and organise several successive editions*
- *Involve municipal associations so they can contribute to the activities (stands, games, activities)*
- *Identify and mobilise resource persons familiar with local anecdotes and traditions*
- *Decorate participating villages to highlight their identity*

Municipal tour for newly arrived residents (settled within the past year)

- Invite the concerned persons through a personalised letter
- Plan a route including emblematic places, municipal infrastructure and local specificities
- Appoint reference persons for each locality, able to present the village and share anecdotes



Practical advice - DONT's

- Do not start planning too late: early preparation is essential for the smooth running of the activity.

Additional information

Association outreach and participation activities

- Launch a public call to local associations to invite their participation
- Organise registrations by category, including a presentation of the proposed activities
- Plan short activities (for example, a maximum of 20 minutes)
- Select the activities to be included in the programme based on the proposals received, via the organising committee

Historical presentation of the localities

- Install outdoor panels presenting the history and specific features of the localities, which can remain in place for an extended period
- Set up a working group responsible for collecting information based on a defined framework
- Update photos and visuals of the localities if necessary

Citizen involvement

- Launch a call to residents of the different localities to take part in beautifying their village through thematic decorations
- Offer interested persons the opportunity to join a working group
- Provide the necessary materials through the local authority

Selection of localities

- Define a method for selecting the localities to be highlighted (random draw or other), depending on the chosen format: one single day or several days

