

RESOURCE GUIDE

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Note: The resources noted here have been identified to correspond to each training module. Some resources may be applicable to multiple modules.

Introductory Workshop

- Cardstorming Technique
- Before and After Self-Evaluation

Section 1 - Identifying/Working with Volunteers

- Definitions of CBO/FBO/Emergency Management
- Community Risk Assessment
- Terrorism
- Mitigation versus Preparedness Check List
- FEMA Voluntary Agency Liaison Contact Information
- Brief History of CBO/FBO Involvement in Disaster Mitigation
- Mitigation Partnership Case Studies
 - Shingletown, California – Fire Mitigation
 - Tulsa, Oklahoma – Tornado/High Winds Mitigation
 - Miami-Dade County, Florida – Flood/Hurricane Mitigation
 - Petersburg, Illinois – Flood Mitigation – Youth Involvement
- Brainstorming Techniques

Section 2 – Setting up for Success

- Red Cross Contact Information
- VOAD Contact Information
- Project Lists
- Volunteer Recruitment
- Mitigation Opportunities List

Section 3 – Program and Project Development

- Mentoring
- Funding Resources List
- IBHS – Institute for Business & Home Safety
- Safe Rooms
- NVOAD – National Voluntary Organizations Active in Disaster
- How to find a Facilitator
- Citizen Corps
- Environmental Protection Agency's (EPA) Community Cultural Profiling Guide
- Americorps
- Web Sites for Recruiting and Managing Volunteers
- Mentoring

- Tax Exempt vs. Tax Deductible
- Schools
- Sample Liability Release Form for Homeowners
- Volunteer Liability

Section 4 – Media, Publicity, and Recognition

- How to Write a News Release
- News Release Template
- Media Relations
- How to Write a Publicity Plan
- News Story Formats
- News Writing Language and Style
- Special Event Planning
- Sample Media Timeline
- Inspirational Quotes/Positive Affirmations

Section 5 – Identifying Projects

- Natural Disaster Project Ideas
- Project Ideas for any Hazard
- Volunteer Safety
- Volunteer Liability

Section 6 – Assessment – Learning from Our Experiences

- Evaluation Tools and Techniques

Section 7 – Sustainability – Keeping Volunteers Engaged

- Best Practices Report
- Leadership Styles, Decision-making, and Consensus

Section 8 – Examples of Success

- Best Practices

General Resources

- Federal Emergency Management Agency (FEMA)
- FEMA for Kids
- Citizen Corps
- Flood Mapping, Flood Plain, and Flood-related Mitigation/Funding
- The American Red Cross
- The American Red Cross Masters of Disaster™
- Tulsa, Oklahoma, Mitigation Efforts
- Future Problem Solvers Organization for Youth
- Association of State Flood Plain Managers
- National Voluntary Organizations Active in Disaster (NVOAD)
- Disaster News Network
- National Oceanic and Atmospheric Administration (NOAA)

- United States Geological Survey (USGS)
- National Weather Service
- Colleges and Universities
- Natural Hazards Observer
- Geospatial Solutions
- The Learning Channel
- Network of State Hazard Mitigation Officers (NHMO)
- Institute for Business and Home Safety (IBHS)
- Emergency Preparedness Information Exchange
- Public Entity Risk Initiative
- Results and Performance Accountability
- Personal Protective Equipment
- Power and Hand Tool Safety
- Leadership/Partnership
- Personality Types/Working Styles
- Potential Funding Sources
- Land Use Planning