

The Catholic Disaster Preparedness Program



*For Individuals, Families, Parishes and
Your Local Community*

Part III: Sharing Our Gifts

Participant Guide



Working to Reduce Poverty in America.



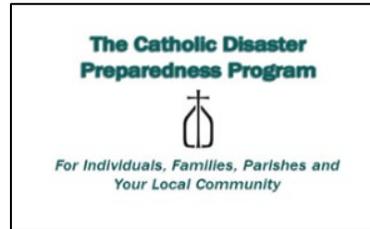
Working to Reduce Poverty in America.

Table of Contents

SHARING OUR GIFTS.....	3
THE PARISH AS A VISIBLE SIGN OF GOD’S LOVE AND COMPASSION IN THE COMMUNITY	4
WHAT TO EXPECT AFTER A DISASTER EVENT.....	4
PARTNERS THAT SERVE THE COMMUNITY DURING RESPONSE AND RECOVERY	6
WAYS A PARISH MIGHT SERVE AFTER A DISASTER	9
ASSESSING WHAT THE PARISH MAY BE ABLE TO OFFER IN TERMS OF TIME, TALENT, AND RESOURCES	11
MAINTAINING READINESS TO SERVE	12
SHARING OUR GIFTS WRAP UP	13
RESOURCES	14

Sharing Our Gifts

Introduction



Catholic Charities USA is the official domestic relief agency of the U.S. Catholic Church.

During disaster response and recovery, Catholic Charities USA supports the efforts of local Catholic Charities agencies in communities, to provide resources and services when there are not enough resources to recover. Through various training initiatives, Catholic Charities USA also supports the disaster preparedness efforts of individuals and families, Parishes and dioceses, and local Catholic Charities agencies. This program is called the Catholic Disaster Preparedness Program.

Sharing Our Gifts is Part III of the Catholic Disaster Preparedness Program video training series, which also includes:

- Part I, Preparing Individuals and Families
- Part II, Parish Disaster Planning

If you participated in Parish Disaster Planning, you know that it focuses on developing plans to protect and continue the essential functions of the Parish. Sharing Our Gifts builds upon those foundational Parish preparedness concepts.

This video covers six main topics:

- The Parish as a Visible Sign of God's Love and Compassion in the Community
- What to Expect After a Disaster Event
- Partners that Serve the Community During Response and Recovery
- Ways a Parish Might Serve After a Disaster
- Assessing What the Parish May Be Able to Offer in Terms of Time, Talent, and Resources
- Maintaining Readiness to Serve When Needed

This Participant Guide includes a summary of the video content, worksheets for in-class learning activities, references, and resources to use later when preparing for your Parish to share its gifts.

Opening Prayer: Live in My Life



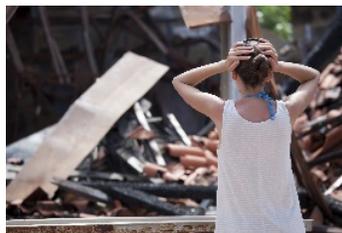
Lord, I invite You to live in my life today. Here is my face – Smile through it. Here is my mouth – Speak to someone with it. Here are my ears – Listen to someone with them. Here is my heart – Love someone with it. Here are my hands – Touch someone with them. Here are my arms – Hug someone with them. Here are my feet – walk with them this day. (Diocese of Kansas City, Kansas)

The Parish as a Visible Sign of God’s Love and Compassion in the Community



“Parishes offer spiritual care, love, acceptance, fellowship, and assistance to members and non-members every day. During a disaster, community residents turn to the Parish with new needs. Parishes often work together with other local organizations to respond to those needs. The poor and the vulnerable often already know they can turn to the Parish for help; for others a disaster may be the first time they have to ask for assistance.” (Father Thomas F. Ryan)

What to Expect After a Disaster Event



Catholic Charities USA defines disasters as “occurrences or situations that cause human suffering or create human needs that survivors cannot alleviate without assistance.”



Human needs after a disaster are determined by the impacts of the event and the availability of resources to assist survivors in their recovery. Many people assume the government has the capability to protect the population and meet all needs after a disaster event. However, the Federal Emergency Management Agency, FEMA, reminds us that individuals and families need to expect to sustain themselves for a minimum of 72 hours.

Local Response

Local governments without enough resources to respond to large events may request help from neighboring communities. Local emergency management agencies can only request help from the State when local resources are inadequate

State Resources

The State may provide resources such as National Guard support. Governors can request additional support from FEMA when State resources are exhausted.

Federal Assistance



When Federal assistance is requested, assessments are conducted to determine disaster impact and community needs. If those assessments result in a recommendation by FEMA to offer Federal assistance, the President of the United States may approve a disaster declaration for specific jurisdictions in the affected State.

- Federal assistance includes reimbursement to States for emergency measures and for damage to public infrastructure through the FEMA Public Assistance Program
- When there are casualties and significant uninsured damages, the declaration may include assistance for individuals and families under the FEMA Individual Assistance Program
- Some communities within a declared State may not meet the threshold for Federal assistance and are not eligible to receive Federal resources
- When a State receives a disaster declaration, it will likely be weeks after the event before Federal resources are available to meet individual needs.
- When there is no Federal disaster declaration, a community must recover with its own resources.

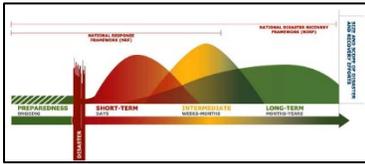
More information on the disaster declaration process may be found in another CCUSA online training video, "Disaster Basics" found on CCUSA's Disaster Training Video Library on YouTube. Links to that video and FEMA disaster programs are below and in the Resources section of this guide.

FEMA Public Assistance Program and Policy Guide, <https://www.fema.gov/media-library/assets/documents/111781>

FEMA Individual Assistance Program and Policy Guide, <https://www.fema.gov/media-library/assets/documents/177489>

Catholic Charities USA: Disaster Basics, <https://www.youtube.com/watch?v=AGjbQT9IF4Q>

Recovery Needs



The disaster recovery process begins once life safety is established; recovery needs change over time and depend on circumstances.

During prolonged events (e.g. wildfires or slow rising floods) and after events like tornadoes, earthquakes and hurricanes have ended, the community may experience immediate need to assist multiple individuals and families through “mass care.” Mass care assistance may require:

- Sheltering
- Feeding
- Bulk distribution of subsistence goods
- Reunification assistance
- Emergency financial assistance
- Debris removal
- Securing property
- Emotional and spiritual care
- Pet sheltering
- Insurance or legal assistance

Partners that Serve the Community During Response and Recovery



Response

Local

During the actual emergency response, local responders include:

- Official first responders and emergency management officials
- Departments of transportation and public works
- Emergency response volunteers trained as part of the local Community Emergency Response Team (CERT)

State and Federal

As mentioned, the Governor may send the National Guard to assist local communities to respond.

Infrequently, in catastrophic events when an emergency or major disaster is declared before or while the event occurs, Federal emergency responders from the military, FEMA, Health and Human Services, or other Federal agencies may be called upon to respond.

Short-Term Recovery

National Disaster Relief Agencies



After immediate life safety has been established, more partners are able to address human services needs. Some but not all of the well-known disaster relief agencies with national and local elements are:

- Catholic Charities
- Knights of Columbus
- St. Vincent De Paul
- Adventist Community Services
- American Red Cross
- Convoy of Hope
- Feed the Children
- The Humane Society
- Lutheran Disaster Response
- The Salvation Army
- Southern Baptist Convention



Local Human Services Organizations

Local human services organizations, for example, community action agencies, community mental health providers, and local and regional food banks, are also part of the emergency response and early recovery phase.

Intermediate and Long-Term Recovery

During intermediate and long-term recovery, many of the groups listed above continue to assist survivors in the community. Other agencies specialize in meeting recovery needs.

Federal Agencies

Federal agencies specializing in recovery include FEMA, the Small Business Administration, the Department of Housing and Urban Development, and others, depending on the disaster circumstances. The National Flood Insurance Program and other disaster insurers process claims to further the recovery of policyholders.

Voluntary Agencies

During long-term recovery, relief organizations and partners like Parishes may continue to assist community members by securing financing and helping find resources through donations and volunteer work teams.

Some voluntary organizations that focus on intermediate and long-term recovery assistance include Catholic Charities, Mennonite Disaster Service, Habitat for Humanity, the Chamber of Commerce, United Way, Legal Aid, and the United Methodist Committee on Relief (UMCOR).



Many non-government agencies providing disaster relief services join Voluntary Organizations Active in Disasters (VOADs) at the State, Territory, regional, and community level (COADs). VOADs and COADs work together to coordinate post-

disaster efforts to maximize assistance. Catholic Charities USA is an active member agency of the national VOAD. Most Catholic Charities Agencies participate on the state and local level with many holding leadership positions.

Special Relationship with Catholic Charities

Catholic Parishes have a natural connection with Catholic Charities, whose Agencies respond early and assist throughout disaster recovery. Agencies can provide Parishes with a variety of resources, to include:

- Guidance and/or support
- Assessment job aids and tools
- Needed supplies such as food, water, hygiene kits, tarps, tools, and clean-up supplies
- Immediate basic services such as: crisis counseling, spiritual care, Information and referrals
- Disaster case work



Catholic Charities Agencies are involved in both short-term and long-term recovery activities.

Short term assistance may include clean up and cleaning kits, other resources that help families get back into homes, and continued assistance with immediate needs like food and shelter.

Long term, through disaster case management services, Catholic Charities Agencies help clients plan and pursue recovery. Agencies may also:

- Arrange for the Bishop to visit impacted areas to gain a better understanding of the extent of the damage and to serve as a visual reminder that the church is ever-present.
- Partner with the Diocese or a Parish to arrange for community Mass or a Prayer service for responders, survivors, and disaster casualties.

Coordinate with Catholic Charities and others in the community when planning the Parish's post-disaster role so resources are multiplied, not duplicated, leaving other survivors in need.



Activity: Identifying Local Partners in Disaster Response and Recovery

Refer to the worksheet that follows. Individually or with other participants, answer these questions for future reference.

- Supporting debris removal efforts by having a cadre of volunteers
- Storing disaster supplies for the community in unused Parish space
- Raising donations to send to the local Catholic Charities Agency
- Providing, through the Parish priest and Eucharistic Ministers, spiritual and emotional care to community members
- Planning and hosting a disaster appreciation event to support the hard work of disaster survivors and /or responders

Further into disaster recovery, a Parish may offer support for long-term community recovery. Catholic Charities, with their expertise in Disaster Case Management, is the best source of guidance on how to do this.



Activity: Suggesting Disaster Roles for Your Parish

- Refer to the worksheet below and check off ideas that might be a good match with your Parish resources and capabilities.
- Then brainstorm and record any other ideas you may have about how the Parish might contribute to the community's recovery.

Can we do this?	Disaster Roles
	Conduct wellness check-ins with Parishioners and others
	Respond to requests for emotional and spiritual care
	Partner to host a disaster shelter or a pet-friendly disaster shelter
	Train volunteers to support sheltering operations in the community
	Hosting a point of distribution, or "POD" on the church campus to distribute food and supplies
	Support a POD elsewhere, providing volunteers
	Support debris removal efforts by having a cadre of volunteers
	Store disaster supplies for the community in unused Parish space
	Raise donations to send to the local Catholic Charities Agency
	Provide, through the Parish priest and Eucharistic Ministers, spiritual and emotional care to community members
	Plan and host a disaster appreciation event to support the hard work of disaster survivors and /or responders

What Else Can We Do?

Assessing What the Parish May Be Able to Offer in Terms of Time, Talent, and Resources



Parishes can decide before a disaster occurs how best to contribute to community disaster relief; collaborating with Catholic Charities as you plan can help you develop a comprehensive disaster response.

Complete an assessment of Parish capabilities to perform disaster services before developing your plan. Identify services the Parish:

- Can perform right now
- Will be able to perform in the future
- Cannot perform

Assessment information can be shared with Catholic Charities, the local emergency management organization, and any voluntary organizations that may be Parish partners during disaster response and recovery.



Activity: Assessing Parish Capabilities

- Turn to the Organizational Capabilities Assessment Form at the end of this Participant Guide, which is excerpt from the FEMA guidance Engaging Faith-Based and Community Organizations.

- Work together to complete the assessment to the best of your ability or reconvene later to complete the assessment.
- It is an extensive assessment. You may wish to begin now to become more familiar with the document and then schedule a later time to get together and complete it when you have more information and time.

Maintaining Readiness to Serve



The Parish must be operational before it can help others. As described in the Parish Disaster Planning videos, Parishes need both Emergency Operations and Continuity of Operations Plans with goals and objectives for protecting life safety and for maintaining essential Parish functions.

When Parishes identify gifts to offer to their community during disaster response and recovery, they can take steps to ensure that those commitments can be fulfilled.

- Contact Catholic Charities for training, activities, and guidance related to disaster operations, and support in challenging situations.
- Connect with local emergency management to explore or enhance a partnership.
- Ask Catholic Charities or local emergency management officials if a collaborative effort is occurring in your community. If so, introduce your Parish and its preparedness, response and/or recovery activities. Consider sharing the results of your Parish Capabilities Assessment with your local Catholic Charities Agency, local Emergency Management Agency, and/or Community Organizations Active in Disasters.
- If there is no coordinated community organization for assisting vulnerable members of the community after a disaster, think about becoming an advocate to do so.

Sharing Our Gifts Wrap Up

When you begin or resume your efforts to define a role for your Parish after a disaster, remember that the Participant Guide includes a synopsis of the video contents and resources to assist you.



Sharing Our Gifts, and the entire Catholic Disaster Preparedness Program, was produced by Catholic Charities USA to:

- Prepare ourselves and our families for disasters and emergencies
- Prepare our parishes so that sacraments and services will be available
- Prepare as Catholic members of the community to help all our neighbors

For more information, contact your local Catholic Charities office, or visit Catholic Charities USA at catholiccharitiesusa.org or call (703)549-1390.

Resources

The below list includes hyperlinks to helpful resources that have been referenced throughout the training. The pages that follow include CCUSA Catholic Disaster Preparedness Program resources and templates.

- CCUSA Disaster Operations Map https://ccusa.github.io/Disaster_Vulnerability_Map/#3/38.91/-76.92
- CCUSA Disaster Relief <https://www.catholiccharitiesusa.org/our-ministry/disaster-relief/>
- CCUSA Disaster Training Video Library <https://www.catholiccharitiesusa.org/resource/ccusa-disaster-training-video-library/>
- CCUSA: Disaster Basics <https://www.youtube.com/watch?v=AGjbQT9IF4Q>
- Community Emergency Response Team <https://www.ready.gov/cert>
- FEMA, Disaster Assistance <https://www.disasterassistance.gov/>
- FEMA, Engaging Faith-based and Community Organizations https://www.fema.gov/media-library-data/1528736429875-8fa08bed9d957cdc324c2b7f6a92903b/Engaging_Faith-based_and_Community_Organizations.pdf
- FEMA, Individual Assistance Program and Policy Guide <https://www.fema.gov/individual-assistance-program-and-policy-guide>
- FEMA, Make a Plan <https://www.ready.gov/plan>
- FEMA, National Flood Insurance Program <https://www.fema.gov/national-flood-insurance-program>
- FEMA, Public Assistance and Policy Guide <https://www.fema.gov/media-library/assets/documents/111781>
- Housing and Urban Development (HUD) Disaster Resources <https://www.hud.gov/info/disasterresources>
- National Voluntary Organizations Active in Disaster (NVOAD) <https://www.nvoad.org/>
- Small Business Administration (SBA) <https://www.sba.gov/funding-programs/disaster-assistance>
- State/Territory VOADS <https://www.nvoad.org/state-territory-voad/>

Organizational Capabilities Assessment Form

Use this customizable self-assessment form to aid in determining how partner organizations might assist in emergency management operations. Elements of this form were developed in collaboration with partners in Miami-Dade County Communities Organized to Respond in Emergencies (C.O.R.E.), the National Disaster Interfaith Network, and the University of Southern California Center on Religion and Civic Culture.

Partnering Organization's Information

Name of Organization: _____ Date of Contact: _____

Name of Contact: _____ Position in Organization: _____

Telephone Number: _____ Email: _____

Organization Address: _____

Organization Main Telephone Number: _____

Organization Main Email: _____ Web URL: _____

Organization Type (e.g., Faith-Based Organization, Community Based Organization): _____

Number of Members Total: _____ Number of Adult Members: _____

Does your organization have a Disaster or Emergency Plan in place? Yes ___ No ___

What services/resources do you provide on a daily basis to your members or community?

	To organization members	To broader community
Care for people with disabilities or access and functional needs	<input type="checkbox"/>	<input type="checkbox"/>
Child Care	<input type="checkbox"/>	<input type="checkbox"/>
Clothes Distribution	<input type="checkbox"/>	<input type="checkbox"/>
Commercial Kitchen	<input type="checkbox"/>	<input type="checkbox"/>
Community Center	<input type="checkbox"/>	<input type="checkbox"/>
Counseling	<input type="checkbox"/>	<input type="checkbox"/>
Food/Commodities Pantry	<input type="checkbox"/>	<input type="checkbox"/>
Medical Services	<input type="checkbox"/>	<input type="checkbox"/>
Security	<input type="checkbox"/>	<input type="checkbox"/>
Shelter	<input type="checkbox"/>	<input type="checkbox"/>
Shelter Management	<input type="checkbox"/>	<input type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>

Would your organization be willing to provide these services in an emergency? Yes ___ No ___

How is your facility/organization equipped to fulfill the services that you provide? (e.g., space, kitchen, equipment) _____

Is your facility equipped with a generator? Yes ___ No ___

Please provide information regarding the occupations and skills of members of your organization who may be able to serve the community in a crisis (please note any training or certifications obtained, as applicable/available):

- Chaplain / Spiritual Care Providers: _____
- Crisis Counselors: _____
- Individuals Trained in Cardiopulmonary Resuscitation (CPR)/First Aid: _____
- Interpreters (please include languages, to include American Sign Language): _____
- Medical Doctors: _____
- Nurses / Licensed Vocational Nurses: _____
- Paramedics/ Emergency Medical Technicians: _____
- Retired Public Safety Personnel: _____
- Teachers/Child Care: _____
- Veterinarian or Animal Care Services: _____
- Other (e.g., amateur radio operators): _____

Does your organization have the ability to distribute food or other commodities to the community during a small or large-scale incident? Yes ___ No ___

- If yes, how many meals can your organization prepare and serve each day? _____
- Does your organization have the ability to deliver food? Yes _____ No ___

Does your organization have a shelter space available for use during a small or large-scale incident? Yes ___ No ___

- If yes, what is the size (including square footage) and type of space that is available for sheltering?

- How many people can be sheltered? _____
- Can people with disabilities and others with access and functional needs use this facility?
Yes ___ No ___ (Please provide details) _____

- Are non-service animals permitted in or around the shelter space? (Please provide details.)

Does your organization have a licensed or certified childcare facility? Yes ___ No ___

- If yes, is your organization willing to serve community members and children who need assistance following an incident? Yes ___ No ___
- What is your maximum childcare capacity?

Can your organization provide mental, emotional counseling during a small or large-scale incident? Yes ___ No ___

- If yes, what types of counseling (mental, emotional)?
- If yes, how many licensed/certified/trained counselors will your organization be able to provide?

Does your organization have a communication system to activate in response to a small or large-scale incident? Yes ___ No ___

- If yes, what type of system do you have (e.g., amateur radio, phone tree)?
- Who does the system reach (e.g., community members, employees)?

Does your organization accept donations? Yes ___ No ___

- If yes, what type (e.g., food, clothing, money)?

Does your organization distribute donations through case management? Yes ___ No ___

- If yes, what type (e.g., food, clothing, money)?

Does your organization have the ability to mobilize volunteers to assist the community during a small or large-scale incident? Yes ___ No ___

- If yes, how many volunteers could your organization provide at one time?

Are there additional services that your organization would be able to provide during a small or large-scale incident? Yes ___ No ___

If yes, please explain:

What type of assistance do you believe your organization will need to prepare in advance for organizational preparedness/continuity?

- Communications
- Developing Partnerships
- Donations Management
- Mass Care Feeding
- Organizational Preparedness/Continuity
- Service Coordination
- Sheltering
- Spiritual and Emotional Care/Counseling

What type of assistance do you believe your organization will need to respond to or recover from a small or large-scale incident (e.g., debris removal, interpreters)? _____

Are you a part of, or aware of, other organizations/networks that provide similar community services? Yes ___ No ___

- If yes, please provide their contact information: _____

Is your organization interested in learning more about one or more of the following?

- Disaster Response and Emergency Operations Yes ___ No ___
- Emergency Preparedness Fairs Yes ___ No ___
- Community Emergency Response Team (CERT) Training Yes ___ No ___
- American Red Cross CPR / First Aid Training Yes ___ No ___
- Communications Yes ___ No ___
- Donations Management in Disasters Yes ___ No ___
- Volunteer Management in Disasters Yes ___ No ___
- Sheltering Yes ___ No ___
- Mass Care Feeding Yes ___ No ___

- Spiritual and Emotional Care/Counseling Yes ___ No
- Service Coordination Yes ___ No
- Developing Partnerships Yes ___ No
- Preparedness Activities Yes ___ No
- Protecting Houses of Worship Yes ___ No
- Continuity Planning and Operations Yes ___ No

Additional Comments or No