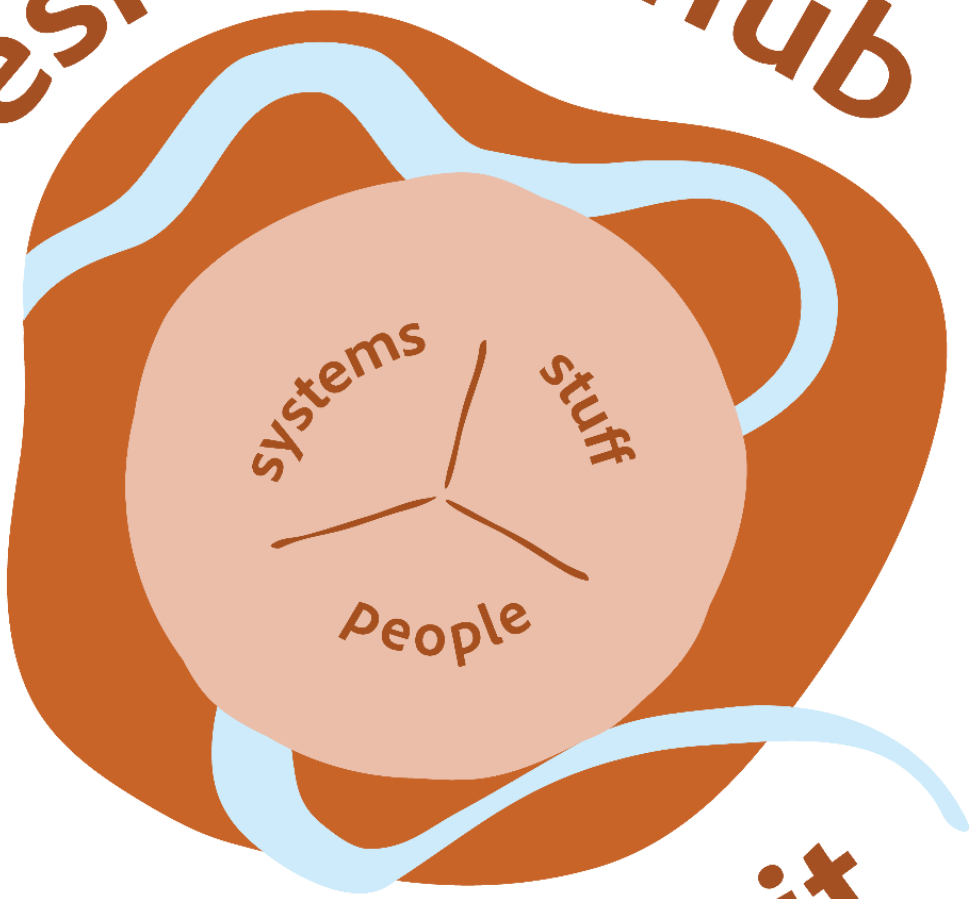
resilience hub toolkit



A guide to inspire people-centered resilience in Vermont amid chronic and acute disaster

Acknowledgements

This toolkit is the result of countless people caring enough to show up, again and again, for their communities, then writing down what they learned. It is a testament to the expertise that comes from lived experience, and the result of countless minds and hearts collaborating to identify a gap and help fill it.

This toolkit was compiled by frontline, grassroots flood responders across Vermont in the wake of flooding in 2023 and 2024, and we humbly present the first edition of this toolkit in the Fall of 2025. This toolkit will continue to change as communities do.

The people who crafted this tool are community members, organizers, and careworkers; specialists and generalists; writers and builders. So many people and organizations participated in and supported the making of this work, this collection of expertise and vision. Here are some, but not all, of them:

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Acknowledgements **2**
Table of contents by topic **5**
Introduction **6**
Who and what is this toolkit for? 6
What is resilience? 6
What is a resilience hub? 6
How do I use this toolkit? 6
How does this toolkit interact with emergency management and municipal plans? 7
Phases of Disaster 7
Knowing your community **9**
Map: Vermont counties, Regional Planning Commissions (RPCs), Long Term Recovery Groups (LTRGs), and local supply hubs 9
Organizing your community: who is here and what are they doing? 10
Knowing your ecosystem 12
Bringing people together 13
Facilitation guides 14
We started organizing. How do we know it's working, and when to ask for more help? 15
Going deeper: finding the community work you want to do 16
Pod mapping 17
Emergency Preparedness and Response **19**
1.1 Emergency preparedness kits 19
Household emergency supplies 19
Individual emergency supplies 19
1.2 Food and water 20
Backup food supply 20
Community food infrastructure 20
Water supply and storage 20
Community meals 20
1.3 First aid and medical 22
1.4 Power supply 23
Emergency/backup power 23
Solar emergency response trailer 23
1.5 Warming/cooling/emergency shelter 23
1.6 Vehicles and equipment 24
Emergency shuttles 24
Shared use vehicles 24
Heavy equipment directory 24
1.7 Sanitation & Hygiene 25
Handwashing, toilets, showers 25
Laundry 25
1.8 Populations with specific needs 26
Folder with resources and templates 1.8 Populations with specific needs 26
Children, childcare, and youth engagement with disaster 26
Communication and planning 26
Senior citizens; people with mobility challenges and other disabilities 27

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(Im)migrant populations with Limited English Proficiency (LEP)..... 28
Farm animals and livestock..... 30
1.9 Community emergency response plans..... 32
Before disaster..... 32
During disaster..... 32
Planning for other kinds of climate disaster..... 33
1.10 Volunteer management..... 34
Recruiting volunteers..... 34
Setting up volunteer shifts..... 34
Managing volunteers..... 35
1.11 Flood recovery supplies and work..... 36
Pumping..... 36
Mucking..... 36
Gutting..... 37
Mold remediation..... 38
1.12 Mutual Aid/Neighbor to Neighbor (N2N)..... 39
1.13 Financial resources..... 39
Baseline Community Resilience..... 40
2.1 Basic needs..... 40
Community food production..... 40
Directory of local farmers and producers..... 40
Community meals and food distribution..... 40
Hygiene: Public Showers..... 40
Ridesharing and carpooling..... 41
Network of community physical and mental health workers..... 41
Network of herbal support..... 41
2.2 Shared tools..... 42
Tool lending library..... 42
Tech lending library..... 42
Internet and phone access..... 42
2.3 Community Building..... 43
Local and regional governance and coordination..... 43
Institutional allies..... 43
Business directory..... 43
Tradesfolk directory..... 43
Community spokespeople..... 44
De-escalators and conflict facilitators..... 44
Third spaces..... 44
Skill building workshops..... 44
Fun activities that build community..... 45

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Table of contents by topic

Emergency Preparation & Response			Baseline Community Resilience	
Phases of Disaster	7		7	How does this toolkit interact with emergency management and municipal plans?
1.1 Emergency preparedness kits	19	**Planning**	9	Map: Vermont counties & other relevant jurisdictions
1.9 Community emergency response plans	32		12	Knowing your ecosystem
1.11 Flood recovery supplies and work	36		44	Skill building workshops
1.8 Populations with specific needs	26		9	Knowing and organizing your community
(Im)migrant populations with Limited English Proficiency (LEP)	28	**People**	43	Local/regional coordination
1.10 Volunteer management	34		43	Community spokespeople
1.12 Mutual Aid/Neighbor to Neighbor	39		44	De-escalators and conflict facilitators
1.2 Food and water	20		40	Community food production
Backup food supply	20	**Food**	40	Directory of local farmers and producers
Community meals and food distribution	20		20	Community food infrastructure
1.3 First aid and medical	22		41	Network of herbal support
Senior citizens; people with mobility challenges and other disabilities	27	**Health**	41	Network of community physical and mental health workers
Farm animals and livestock	30			
1.7 Sanitation & Hygiene	25	**Hygiene**	40	Hygiene: Public Showers
1.13 Financial resources	39	**Finance**	43	Institutional allies and business directory
1.5 Warming/cooling/emergency shelter	23	**Buildings**	43	Tradesfolk directory
			44	Third spaces
1.4 Power supply	23	**Tech**	42	Tool and tech lending libraries
Solar emergency response trailers	23		42	Internet and phone access
1.6 Vehicles and equipment	24	**Transit**	41	Ridesharing and carpooling
Shared use vehicles, emergency shuttles	24			

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Introduction

Who and what is this toolkit for?

This toolkit was compiled in the aftermath of flooding in 2023 and 2024 for communities, mutual aid groups, local organizations, and municipalities to use in assessing and building resilience to disaster and disruption. We are community members, organizers, and caretakers. We made this toolkit because we needed it when the waters rose. We hope you choose to use this toolkit as a starting place to develop a Resilience Hub that supports your community in the day-to-day and when acute disaster strikes. You may also find this toolkit useful if you're located somewhere else with a lot of rain, mountains, and people living in floodplains.

What is resilience?

Resilience is the ability of a community to survive, respond, and adapt to disaster with an orientation towards thriving conditions. We recognize that both acute and everyday disasters are conditions that demand increased community resilience.

There are many everyday disasters that shape our world—the rising cost of food, climate disruption, political volatility, and more. Building baseline resilience makes both everyday and acute disasters less destructive.

We know that people who are closest to problems are closest to the solutions. As you use this toolkit, prioritize including people who are often excluded from governance and most vulnerable to everyday and acute disaster.

We are framing resilience as a combination of *stuff* (physical objects), *systems* (real things you can't touch), and the people who run systems, steward stuff, and create community.

What is a resilience hub?

A resilience hub can look many ways, but at its core, it is a **centralized source of information, support, and supplies that supports community resilience.** Here are some examples:

- A library or church basement where emergency supplies are housed and community meals get hosted
- A set of buildings in a town that address various community resilience needs (refrigeration, storage, backup power, water supply)
- A Signal group with representatives from local working groups responsible for different components of community resilience
- A dedicated building like a community center that meets emergency and baseline resilience needs

How do I use this toolkit?

There are three sections in the toolkit. **Knowing your community** is about getting ready to use the toolkit with people in the place where you live. **Emergency Preparedness and Response** is about the stuff and systems that are essential for acute disaster response. The **Baseline Resilience** section is about the stuff and systems we need in order to create safer, thriving conditions for all people outside of and before acute disaster.

The printed toolkit includes basic information; many sections have templates or additional resources you can download. **All of this information lives online at resiliencetoolkit.org.**

Instead of serving as a prescriptive list of ways to build resilience, think of this toolkit as a set of prompts, or a work plan, for strengthening community-based resilience. In order to work on the projects laid out in this toolkit, you will need a group of people who are excited to work together and solve problems. That group can include people who are already solving problems and planning for disasters, people who are new to your town, and anyone in between.

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You should use this toolkit in any way that is useful to you. If your community is already doing resilience work, pull out sections that are relevant, and ignore ones that are not. If your community is getting started on resilience work, use the checklist in this toolkit and hold a gathering to assess vulnerabilities and assets, then identify where you want to start working to increase community resilience. This process will help clarify what form you want your resilience hub to take.

If you want a thought partner or to hire a consultant to support your community in this process, contact Community Resilience Organizations (CROs) - resiliencetoolkit@gocros.org.

How does this toolkit interact with emergency management and municipal plans?

Many towns and villages are already working on flood mitigation strategies, and have staff or volunteers dedicated to this work. Too often, this work is under-resourced or is unable to reach the people most vulnerable to impacts of acute and everyday disaster. From COVID lockdown to flooding events in the last few years, Vermonters have learned that community-based preparedness and response efforts fill an essential gap.

This toolkit aims to help community groups identify where work needs to be done and provides a holistic framework for thinking about community resilience. It can be challenging to get taken seriously as providers of mutual aid without job titles or official positions. As grassroots organizers who often don't get paid but show up anyway, we know that our work is legitimate and valuable. We hope this toolkit can help you feel and show up that way as well.

Competition is not necessary between municipal and community plans. If your selectboard is excited about community-based resilience planning, involve them in the use of this toolkit! There is no single plan, tool, or process that will prepare us for collapse and disruption—rather, it will be a combination of working together, learning from each other, and using this toolkit and other resources that gets your community to resilience.

Phases of Disaster

There are different sections of this toolkit that correspond to the different phases of recovery. The **Baseline** sections of this toolkit are intended for use in the **Preparedness** phase. The **Emergency** sections of this toolkit are relevant for **Preparedness, Short-term Recovery,** and **Intermediate Recovery phase** after acute disaster. For support with Long-term Recovery see the map of Long Term Recovery Groups, which cover most of our state. *See next page for a graphic detailing the phases.*

What's beyond resilience?

Our hope as grassroots organizers and community leaders is that you will use this toolkit to build resilience, and then keep going. We believe that climate disruption, while devastating and dangerous, is also an opportunity to create new ways of being together and getting our needs met so that we don't just survive, but thrive. We hope that communities can become permanently organized— meaning we are set up to look out for each other all the time, using systems we made to keep us safe.

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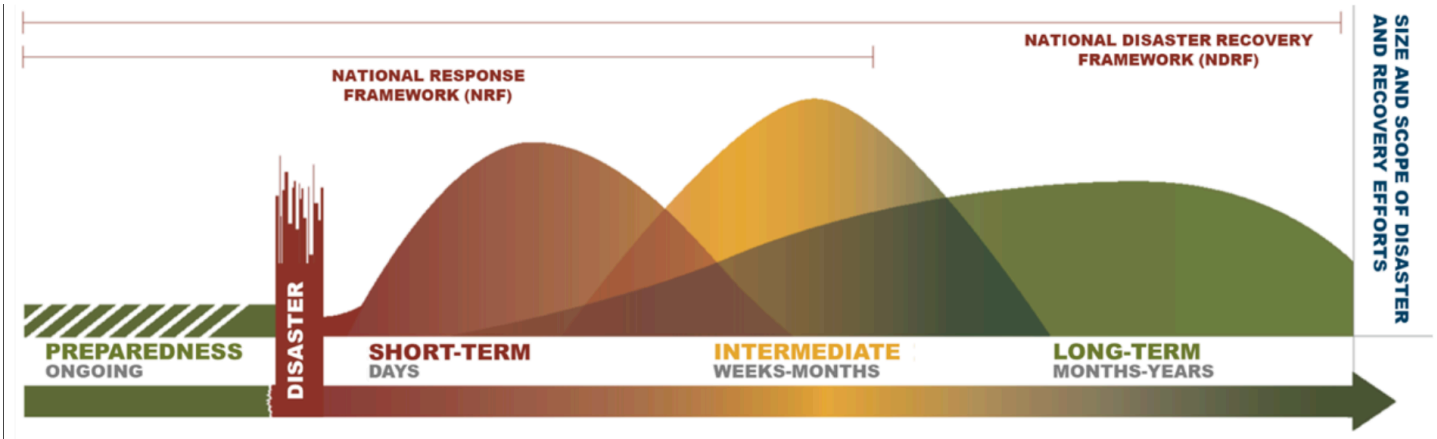

SHORT-TERM

- Health and safety needs beyond rescue
- Assessment of damages
- Restoration of basic infrastructure
- Mobilization of recovery organizations and resources
- Restarting and restoring essential services for recovery decision-making

INTERMEDIATE

- Return of individuals, families, critical infrastructure, and essential government or commercial services to a functional temporary or pre-disaster state
- Regional priorities, strategies, goals, and decision-making
- Risk assessment for remediation decision-making, including considerations for long-term human and environmental health monitoring
- Regional prioritization of area and facility recovery
- Characterization of extent of contamination
- Decontamination of contaminated items, areas, and facilities
- Site-specific remediation and restoration (characterization, decontamination, clearance), and reoccupation
- Waste management

LONG-TERM

- Continue remediation and restoration to meet clearance, restoration, and reoccupancy goals
- Complete redevelopment and revitalization of the impacted area
- Rebuild or relocate damaged or destroyed social, economic, natural, and built environments
- Move to self-sufficiency, sustainability, and resilience
- Continue waste management

Phases of Disaster graphic from FEMA.

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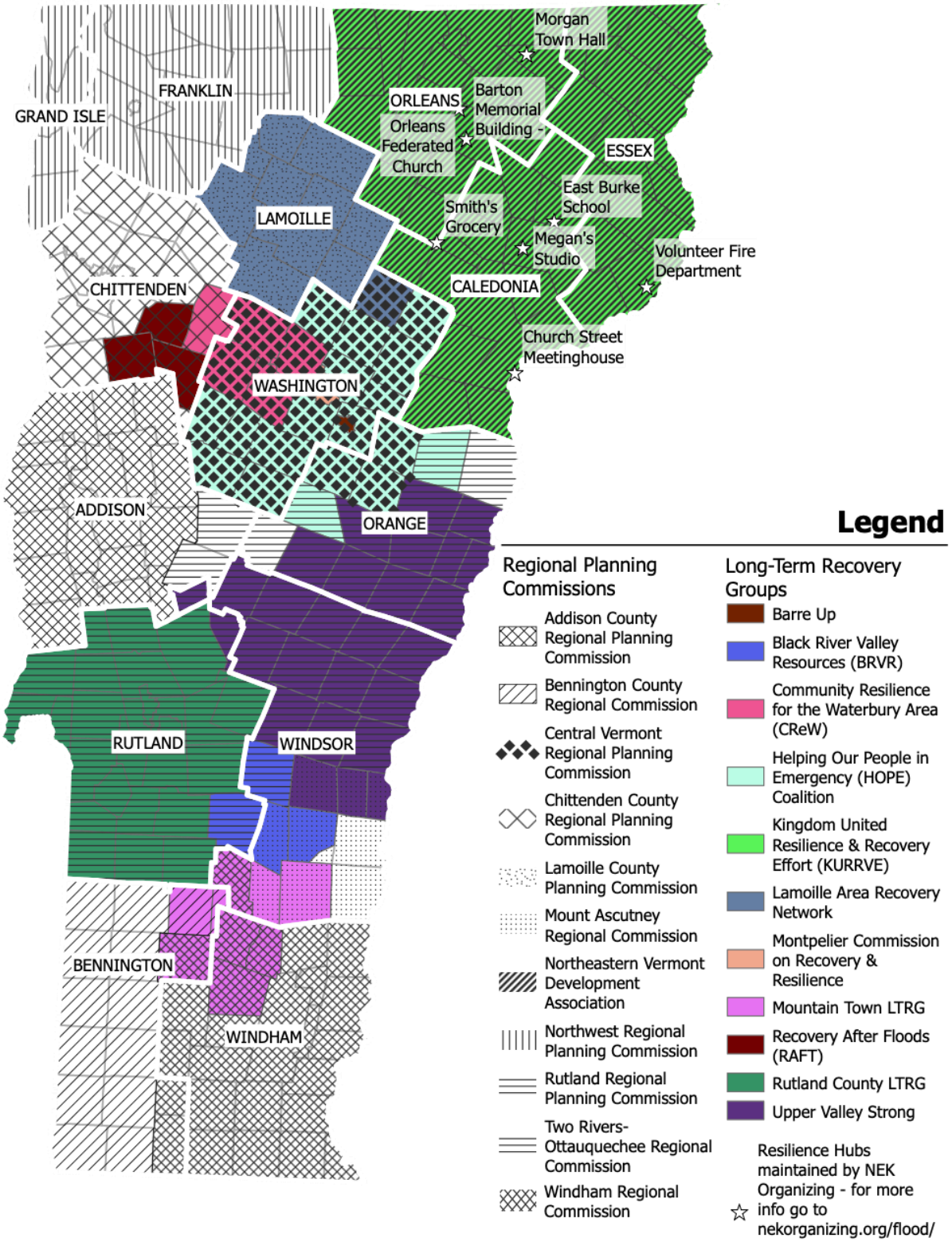
Knowing your community

Map: Vermont counties, Regional Planning Commissions (RPCs), Long Term Recovery Groups (LTRGs), and local supply hubs



Find the data from this map, and see data for your town, in this directory.

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Organizing your community: who is here and what are they doing?

Folder with resources here: 0. Organizing your community

The first step of organizing your community is thinking about who is in in it, and the place where you live. You can do this activity alone, but best to do it with a few other people—friends, colleagues, neighbors.

Mapping your community

Write down three important things about your place/what life is like here.	1: 2: 3:
What are the biggest challenges in your place?	
What are the biggest assets in your place?	
Describe thriving conditions for your place. Use your imagination!	

Who is in your community/place?

Role	**Name(s)**
Long Term Recovery Group (LTRG) *(groups established to support individuals after flooding)*	
Fire chief	
Road crew	
Emergency Management Director	
Town clerk	
Selectboard members	
Mutual aid/neighbor to neighbor network leaders	

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Leaders/vocal people in your community	
School principal	
General store owner	
State Senator*	
State Representative(s)*	

**Find your legislators at legislature.vermont.gov/people/.*

What other dynamics are present in your place?

Who do people listen to?	
Which voices are loudest?	
Who is always showing up to help?	
Who has been in your place the longest?	
Who is the newest in your place?	
Who is struggling the most?	
Who is benefiting from how your place is right now?	
Who in your community might have different needs than most other people? What are those needs?	

Stuff and systems in your community

What emergency supplies are stored in your place, and where?	

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What infrastructure is important to your place? Is it maintained?	
Are there places to gather? What places do people go to most often?	
Which systems in your place work well? Which work poorly?	
What/who are the active community groups, organizations, and town committees?	
How do people receive and share information (local news, social media, gathering places)?	
What essential services are available, and which are missing?	

Knowing your ecosystem

Check out the ANR atlas: https://anrmaps.vermont.gov/websites/anra5/ for information on the hydrogeology, flood risk, and more in your Vermont community. Click on 'Layers' on the bottom left of the window, and turn on these layers by checking the boxes next to them:

- *FEMA flood layers* show where the edges of floods have gone
- *Soil hydrologic groups* show soil types, and help you imagine which locations will remain wet after flooding, because different types of soil drain more quickly than others.
- *Wetland delineations* show where the land is always also water

What rivers and streams run through your place?	
Where does it get wet first?	
What else do you know about the ecosystem in your place?	

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Bringing people together

You can spend any amount of time organizing your community and building resilience. It will probably take 5-10 hours of conversations to get a group of about 10 people ready to organize with you. Meeting once a week can help build momentum, but you can also meet every other week or once a month.

Here are some things to consider when starting to organize your community:

- What work is already happening to build resilience?
- Of the people you mapped, how many do you know? Where can you go to know them better or introduce yourself? Who is missing?
- Why are you excited about building resilience? Can you get comfortable talking about why you care about this to people you don't know well (yet)?
- What problems are most discussed, or most important, to people in the place where you live? How can building resilience help address some of these problems?
- Where can you start talking about building community resilience, and meet people who are interested in working on this with you?

Once you have a few people - it can just be four or ten people! - you can meet. You'll need:

- ☐ A place to meet - preferably somewhere centrally located, comfortable, and accessible
- ☐ Food and/or beverages - maybe a local restaurant can donate a meal, or you can have people bring things potluck-style
- ☐ A way to take notes
- ☐ Printed copies of the toolkit: download pdfs online at resiliencetoolkit.org/downloads.
- ☐ An agenda
    - ☐ Introduce yourself and share about why you feel it is important to build resilience to climate disaster and other disruptions in your community.
    - ☐ Invite everyone else to introduce themselves.
    - ☐ Talk about what you heard as a group: where are there shared priorities and interests? What kind of work are the people in this room interested in doing?
    - ☐ Share printed copies of the toolkit. Invite people to read the introduction and look through the sections. If you like, have people take turns reading parts of the introduction aloud.
- ☐ Do one or more of the activities in the toolkit:
    - ☐ Organizing your community activities (pages 9-11)
    - ☐ Get to know the toolkit interactive activity (facilitation guide below)
- ☐ Reconvene and discuss one or more of these questions:
    - ☐ Who is doing related work already in your community? Are they in this conversation?
    - ☐ Who is missing from this group? Are they people you know, or need to meet for the first time?
    - ☐ Is there more information you need before continuing your organizing? How can you get it?
- ☐ Determine if the group is interested in meeting again, and set a meeting time.
    - ☐ Make a plan for who will find the space to meet, if someone is able to bring food, who will invite the new people you've identified to your group, and any other planning.
    - ☐ Consider posting about your next meeting publicly on local social media, and/or putting up flyers at the grocery store or school.
        - ☐ It makes sense to start with a small group of people, but the more buy-in you have in your community about this project, the more possible it will be.
    - ☐ Plan to conduct the community needs assessment activity (facilitation guide below) at your next meeting!

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Facilitation guides

Get to know the toolkit: interactive activity *45 minutes to 1 hour*

This activity will help orient you to some of the sections of the toolkit, and practice using it to solve problems about resilience.

1. Print out the interactive toolkit activity page of prompts, or edit the prompts to best fit the non-flooding disaster you want people to think about. Cut the prompts up along the dotted line.
2. Set the scene: talk about a scenario, either a real one that has happened in your community or an imagined one, that would benefit from increased community resilience. Warn people that it might be a bit stressful to think about these situations, but that planning and working together make them less scary when they're happening. Some ideas:
    a. Heavy rains drench your town, and the river rises more than it has in the past. Homes along the river are damaged, and many are flooded. Town water is compromised.
    b. An ice storm comes through and takes out power, cell service, internet.
    c. Imagine something else realistic!
3. Split your group into smaller groups of 2-5 people each, and give each group a prompt. As you'll see, some questions are about before the disaster; others are about the disaster itself; and the rest are about aftermath. You can also read all the prompts aloud, and if people want to reorganize themselves to work with prompts that interest them more, they can do so.
4. Instruct groups to spend about 20 minutes discussing the prompt and using the toolkit to respond to it.
5. Reconvene as a group and hear from people about what they learned, what questions this activity brought up, and what they found useful in the toolkit.

Conduct a Community Needs Assessment

Every community is different! Use this activity to help identify some of your community's strengths and priorities for further resilience work. It can be helpful to do this activity after going through the Mapping Your Community exercises that begins on page 9.

You can do this activity in a meeting of people interested in building community resilience, or drop off copies of the assessment at local schools, the town office, and the library—or in another setting!

1. Print out copies of the Community Needs Assessment for everyone in your group.
2. Give people 15-20 minutes to complete the assessment.
3. Break into small groups or pairs to discuss the results once people are finished, then share as a whole group.
4. Make some notes about which questions, issues, and opportunities came up over and over again.
    a. Was there consensus on a priority issue, or areas in which more information is needed?
    b. Is there someone who holds relevant information who wasn't in the room?
5. Make a plan to connect with people who can help with the 'three big things' or 'three easy things' you identified in the assessment.
6. Make a plan to share results of the assessment with people who were not present. Consider posting on local social media, putting up flyers at schools, grocery stores, clinics, town offices. The more people you engage in this process, the better your work will reflect the diverse needs and skills of your community.

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We started organizing. How do we know it's working, and when to ask for more help?
It can be hard to tell if you're making progress. Here are some signs your work is effective:

- ☐ More than four people attended your first meeting
- ☐ Someone you haven't explicitly invited to participate heard about your work, and is excited to participate in the future
- ☐ You received an email or a call from a town official asking what you're working on
- ☐ You and one, two, or more people are energized and excited to keep working with this toolkit and talking to people in your community about it.

Here are some signs you might be ready to ask for more help and move ahead with plans to launch a resilience hub.

- ☐ Have you met two or more times?
- ☐ Do you have a group of 2-5 people excited about launching a resilience hub?
- ☐ Have you talked to 10+ neighbors to see if they think this is a good idea?
- ☐ Have you used the community needs assessment (above) and begun to identify what your priorities are as a community?
- ☐ Can you identify three sections of the toolkit where you would like support?

Here are some different kinds of assistance to seek out:

- Fiscal sponsorship: access to nonprofit status so you can raise funds and pay stipends without creating a new organization
- Fundraising to support your work
- Technical assistance using the toolkit
    - Help facilitating group meetings
    - Visioning for how to best use the toolkit in your community
    - Subject matter expertise on sections you want to work on
- Relationships with existing institutions like libraries and schools, places of worship, food pantries, community spaces to see if they are interested in participating in your work to launch a resilience hub.
- Connection with elected officials or local committees to advocate for and share about your work

Think about if you can get this kind of help in your community, from people you already know. If not, **reach out to Community Resilience Organizations (CROs)**—**resiliencetoolkit@gocros.org**—and we'll do our best to connect you with people and organizations who can assist.

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Going deeper: finding the community work *you* want to do

There are so many ways to support community resilience, and each person has a unique set of skills and interests to contribute. It can feel and be isolating to find yourself in a moment of disaster, not knowing who to turn to or how to help. The activities below can guide some of your personal preparedness for difficult times. Respond to the reflection questions below to spur your thinking. Check out this zine for more ideas.

What special skills do you have? What skills would you like to learn?	
What activities/work do you find rewarding? Think about things you do that other people find difficult, but that you enjoy.	
Do you enjoy collaborating with people or working on projects alone?	
Do you like to spend time inside/outside? Working through a list of tasks, or imagining a new project? Do you enjoy words, numbers, visual art, or another medium?	
What problems are you most excited about solving?	
Who in your community inspires you? What do you find inspiring about them?	

Look at this (incomplete!) list of roles to play in a community, and check out the corresponding toolkit sections to see if any of this work appeals to you. Check out this list for more ideas.

Roles in a community	**Toolkit section**
Working with children	1.8
Helping people with health and wellbeing	1.3, 1.7, 2.1
Maintaining infrastructure (roads, buildings, water systems)	1.4, 1.5, 1.9, 1.11, 2.2, 2.3
Managing finances and administration	1.10, 1.13, 2.3
Mediating conflict and facilitating decision-making; Connecting people with each other and information; managing people and projects	Knowing your community, 1.9, 1.10, 1.12, 2.3
Growing food/medicine, Preparing meals	1.2, 1.5, 1.8, 1.10, 1.12, 2.1, 2.3

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Building culture through art, spirituality, group activities; creating plans and visions for your community	1.9, 1.12, 2.3
Specialized technical skills (construction, fixing machinery, plumbing, electrical work)	1.6, 1.9, 1.11, 2.2, 2.3
Providing individual help to people (picking up groceries, offering rides, 1:1 emotional support)	1.5, 1.6, 1.7, 1.8, 1.12, 2.1
Stewarding ecosystems (river corridors, tree maintenance)	Knowing your community, 1.9, 2.1, 2.3
Teaching skills/leading workshops	Knowing your community, 1.10, 1.11, 2.2, 2.3
Organizing events	Knowing your community, 1.10, 2.1, 2.3

Pod mapping

This activity, developed by the Bay Area Transformative Justice Center, can help identify your "pod" - *who* you can count on for support and connection in the everyday and during disaster. Interpersonal relationships help us move through stress or adrenaline; loved ones help us make sure we are taking care of ourselves, even while showing up to help others.

Use the diagram on the next page to do this activity. To start, write your name in the middle grey circle. The surrounding bold-outlined circles are your pod. Write the names of the people who are in your pod. We encourage people to write the names of actual individuals, instead of things such as "my church group" or "my neighbors."

The dotted lines surrounding your pod are people who are "movable." They are people that could be moved into your pod, but need a little more work. For example, you might need to build stronger relationships or trust with them.

The largest circles are community resources. For example: a local food shelf or sexual violence prevention org or a park with your favorite tree that you like to go sit with to take some deep breaths. Or really anyone or anything else you think of as a resource.

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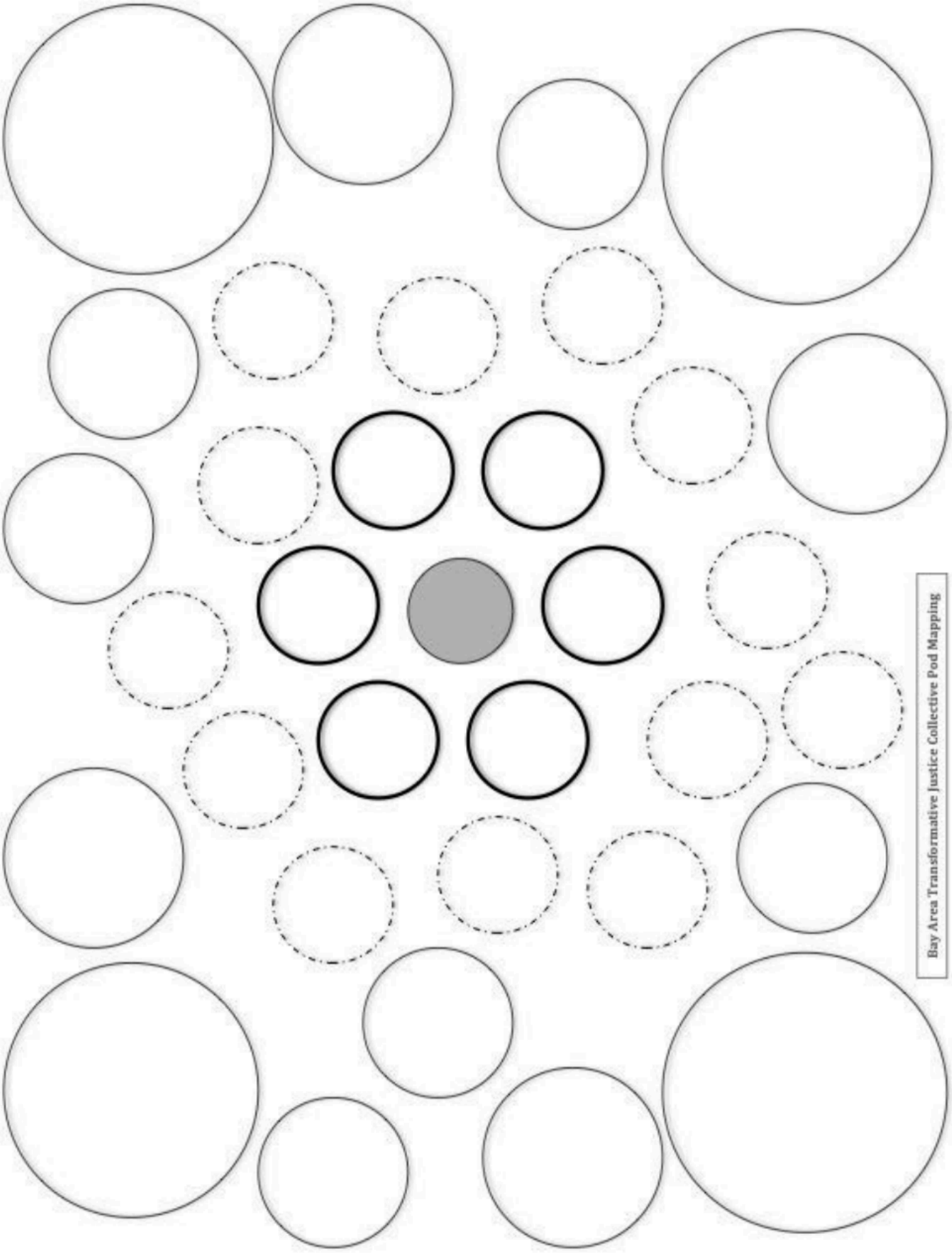

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Emergency Preparedness and Response

Emergency systems often spring into existence when disaster strikes and not a moment sooner. Prepare your community by doing emergency planning work when the sun is shining. Equipping your neighborhood, town, and region to be ready in emergencies also builds baseline resilience.

1.1 Emergency preparedness kits

Folder with resources and templates: 1.1 Emergency preparedness kits

Systems	Stuff
Household emergency supplies	
Households can prepare emergency plans and emergency kits, as well as storing backup food and water supplies. Food and water will need to be refreshed on a regular basis	Emergency Kit: keep this in your home ☐ Several days of water and non-perishable food, can opener ☐ Extra cell phone battery or charger ☐ Battery-powered or hand crank radio with NOAA weather tone alerts ☐ Flashlight and extra batteries ☐ First aid kit ☐ Whistle to signal for help ☐ Dust mask, to help filter contaminated air and plastic ☐ Sheeting and duct tape to shelter-in-place ☐ Personal sanitation supplies (incl. moist towelettes, garbage bags and plastic ties) ☐ Non-sparking wrench or pliers to turn off utilities ☐ Local paper maps
Individual emergency supplies	
Individuals in a household can prepare 'go bags,' which are easy to grab in case you need to leave quickly.	Go Bag: Choose a sturdy and easy to carry bag. ☐ Medications ☐ 3 days of non-perishable food and cutlery ☐ Important documents (ID, insurance, copy of lease/deed, car registration) ☐ First aid kit ☐ Backup chargers and batteries ☐ Battery-powered/hand crank flashlight and radio ☐ Personal health items (toothbrush, glasses, cane, menstrual products) ☐ Physical map of area with exit routes marked ☐ Physical list of emergency contacts and addresses ☐ High quality respirator masks ☐ Cash in small bills ☐ Permanent marker ☐ Water bottles ☐ Space blanket

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1.2 Food and water

Folder with resources and templates: 1.2 Food and water

Systems	Stuff
Backup food supply	
☐ Create household and community backup stores of food. ☐ Rotate stock, perhaps in collaboration with a store or food shelf. ☐ Use critter and humidity safe containers. Consider sourcing and storing food that can be prepared and distributed at community scale, especially in the 1-2 days during / after disaster.	**Backup foods to store:** ☐ Ready-to-eat canned meats, fruits, vegetables and a can opener ☐ Protein/fruit bars ☐ Dry cereal/granola ☐ Peanut butter ☐ Dried fruit ☐ Canned juices ☐ Non-perishable pasteurized milk ☐ High-energy foods ☐ Food for infants ☐ Comfort/stress foods
Community food infrastructure	
Identify community-scale equipment and infrastructure for food security.	☐ Walk in cooler or freezer space ☐ Root cellar ☐ Storage or warehouse space for non-perishables and related supplies ☐ Kitchen/cooking supplies (large pots, spoons, ladles, knives, cutting boards, etc) ☐ Group meal kit (plates, silverware, napkins, hand sanitizer or hand washing station)
Water supply and storage	

If your municipality's central water system is down, plan for how to source large volumes of water via wells or water trucks, and distribute via water stations in the community.
☐ Identify local clean and potable water sources
☐ Store 2-5 days of water
☐ Rotate water stock every 6-12 months and store out of the heat and extreme cold.
☐ Back-up method to fill up water jugs.
☐ Test your water; test kits are available thru VT Department of Health.
	☐ Water storage vessels
	  ☐ IBC totes (275 gallons)
	  ☐ 5 gallon buckets
	  ☐ 1 gallon jugs
	☐ Spigots and pumps (gas powered, AC powered, DC powered, hand powered)
	☐ Water filtration system (bleach, iodine, etc)

Community meals	

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Provide meals for communities during disaster and recovery. Feeding people is key to sustaining response and relief efforts.

- ☐ If there are existing providers of community meals, ask them to cook large meals for distribution
- ☐ Conduct outreach to ask for meals from nearby restaurants, organizations and community meals in neighboring towns.
- ☐ Create a directory of, or set up kitchens in your community available for creating both community meals and possibly meal trains for individual household use. Local churches or restaurants might be able to offer access to a commercial kitchen, reusable plates and silverware, etc.
- ☐ Create a directory of cooks who are prepared to meal share (cook extra) for households who have lost access to kitchens, food, water, etc
- ☐ Establish a system to distribute food at volunteer coordination and supply pickup sites
- ☐ Set a daily and weekly schedule for meals, and get volunteers to sign-up for making or distributing meals
- ☐ Source food to fill in distribution dates and times
- ☐ Ensure safe food handling at distribution centers - refrigeration/coolers for things to stay cold vs. crock pots and portable stoves to keep things warm.
- ☐ Create a directory of food access points, using a spreadsheet, google map, or other format. Include resources like food shelves, free food distributions and meal sites, general and grocery stores, farmers' markets.

Kitchen and meal distribution supplies

- ☐ Walk-in cooler/refrigeration system
- ☐ Chest freezer
- ☐ Oven range, oven mitts
- ☐ Food processor/blender
- ☐ Access to of potable water
- ☐ First aid kit

Kitchen supplies

- ☐ 8 - 10 qt stock pots
- ☐ 10-12 inch frying pans
- ☐ Graters
- ☐ Salad spinners
- ☐ Colander/sieves
- ☐ Cutting boards
- ☐ Sharp knives of multiple dimensions
- ☐ Tea kettle, drip coffee maker
- ☐ Peelers, knives, spatulas, tongs, slotted spoons, thermometer, can openers, whisks, funnels
- ☐ Measuring cups and spoons, muffin tins, rolling pins, casserole dishes, roasting pans
- ☐ Serving platters, bowls, plates and utensils
- ☐ Mixing bowls
- ☐ Baking sheets, loaf pans
- ☐ Large food-grade containers for storing and transporting
- ☐ Containers to bring meals home

Cleaning supplies

- ☐ hand and dish soap
- ☐ Bleach
- ☐ garbage bags
- ☐ pot scrubbers
- ☐ rubber gloves
- ☐ dish cloths
- ☐ towels

Food serving supplies

- ☐ Plates & Bowls
- ☐ Utensils (forks, knives)
- ☐ Cups

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1.3 First aid and medical

Folder with resources and templates: 1.4 First aid and medical

Systems	Stuff

☐ Connect with First Responders and/or rescue squads that serve your area. Types of services: fire departments, first responders (EMTs, back country rescue, etc), ambulance transport
☐ Create (and circulate!) a list of local emergency response numbers for acute crises and if 911 services are down - identify local paid and volunteer first responders/agencies. Information to collect
  ☐ what fire department and ambulance service covers your town
  ☐ contact information
  ☐ how they are funded and whether any are in danger of going under (sustainability)
☐ Create town-wide inventory of where AEDs are placed and who is trained in CPR. Grants available at https://www.aedgrant.com/.
	Build and store first aid kits, AEDs across the community.
	First Aid Supplies:
	☐ Adhesive and elastic bandages (multiple sizes)
	☐ Emergency bandages, sterile gauze and adhesive tape
	☐ Antiseptic wipes and solution (Povidone-Iodine/chlorhexidine)
	☐ Antibiotic ointment (Neosporin)
	☐ A&D Burn ointment
	☐ Tweezers & blunt scissors
	☐ CPR face shield
	☐ Latex gloves (many pairs/sizes)
	☐ Alcohol pads & cotton swabs
	☐ Tourniquet(s)
	☐ SAM Splint(s)
	☐ Hand sanitizer (60%+ Alcohol)
	☐ Menstrual products
	☐ N95/KN95 masks
	Medications:
	☐ Epi-pen(s)
	☐ Narcan
	☐ Pain Reliever (Acetaminophen, Ibuprofen, Naproxen)
	☐ Anti-histamines (Benadryl)
	☐ Anti-diarrheal (Loperamide) and rehydration salts
	☐ Motion sickness tablets (Dramamine)
	☐ Hydrocortisone cream
	☐ Water purification tablets (Iodine)
	Equipment:
	☐ Waterproof dry bag and waterproof pouches
	☐ Mylar emergency blankets
	☐ Hand & foot warmers
	☐ Duct tape
	☐ Flashlight and headlamp
	☐ First Aid manual (waterproof) and notebook & pen
	☐ Emergency whistle
	☐ Biohazard bags
	☐ Copies of personal IDs, medical Insurance and Aid Certification

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1.4 Power supply

Folder with resources and templates: 1.3 Power supply

Systems	Stuff
Emergency/backup power	
☐ Store backup power sources on a trailer or mobile platform to move away from disasters and towards areas of need. ☐ Keep track of your power sources with the Power Supply inventory template.	Potential sources of backup power: ☐ Solar panels ☐ Deep cycle batteries & inverters ☐ Filled propane tanks ☐ Gas tanks (non-ethanol with fuel stabilizer additive) ☐ Diesel tanks and generators
Solar emergency response trailer	
☐ This trailer can serve as a mobile disaster response unit, be packed to best serve the crisis you're responding to, and provide power for tools, generators, or devices. ☐ Consider hosting a tool library in a mobile trailer, so tools are easy to move to where they're needed.	☐ Fill a movable trailer with emergency response supplies (see other entries with lists) that is also equipped with a solar panel.

1.5 Warming/cooling/emergency shelter

Folder with resources and templates: 1.5 Warming/cooling/emergency shelter

Systems	Stuff
☐ Identify accessible day-use sites for people to congregate for cooling/warming centers or rest ☐ Identify shelters or other accessible places for people to sleep overnight ☐ Identify local restaurants or people to bring meals to the shelter *In both cases, look to churches, libraries, schools, municipal buildings, local nonprofits for support in identifying these spaces.* ☐ Create a directory of day use, overnight, and other shelters. ☐ Create a system for volunteer staffing, delivering supplies, and shuttling people to shelters	**For cooling/warming shelters** ☐ Provide air conditioning/heating ☐ Potable water ☐ Restroom access ☐ Seating ☐ Provide a separate room for kids and families ☐ Offer a shuttle or locate the site near public transit ☐ If possible, keep a backup power source available **Additional supplies for overnight shelters** ☐ Foldable cots, sleeping mats, and blankets ☐ As is possible, create low-stimulation areas with minimal sound, soft seating, and low light

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1.6 Vehicles and equipment

Folder with resources and templates: 1.6 Vehicles and equipment

Systems	Stuff
Emergency shuttles	
☐ Create a directory of people and equipment available for emergency shuttling to shelters, if personal cars are compromised. ☐ Connect with town fire/EMTs about if they have equipment designated for emergency evacuation/transportation, and add that to the directory.	Water transport ☐ Consider purchasing kayaks and life vests and storing on high ground for use during flooding (https://foldupkayaks.com/).
Shared use vehicles	
☐ Create a directory of shared use vehicles, including who owns and insures vehicles. ☐ Create a system for access and use. Ideally, vehicles are owned by a community entity that has commercial insurance, or the vehicle itself has multiple owners. Or, just toss someone your keys and ask them to return the vehicle when they're done!	**Useful vehicles to have for shared use** ☐ 4x4 Truck with a hitch and ample tow capacity ☐ Dump trailer (handy for moving flood debris, building materials, four wheelers, etc) ☐ Tool trailer, enclosed
Heavy equipment directory	
☐ Create a directory of heavy equipment that can be mobilized for emergency use. ☐ Connect with municipality to understand what kind of heavy equipment they have, and what might be available for community disaster response use.	**Useful equipment** ☐ Plow Trucks (with salt & sand spreaders) ☐ Grader ☐ Front-End Loader ☐ Backhoe Loader (Front end attachments w/ excavator arm at rear) ☐ Skid Steer Loader / Bobcat ☐ Track

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1.7 Sanitation & Hygiene

Folder with resources and templates: 1.7 Sanitation and hygiene

Systems	Stuff
Handwashing, toilets, showers	
Identify places for public access to safe sanitation and hygiene. ☐ Create a directory of local public buildings with bathrooms, sinks and/or showers that could be made available to disaster survivors and volunteers. ☐ Include handwashing plans in all volunteer work. Provide soap! ☐ Include a bathroom / sanitation plans in response efforts. ☐ Share models for safe sanitation with impacted households, especially those that are more remote and can't travel to public restrooms. ☐ Remind everyone interacting with mucking and grey water to wash their hands BEFORE and AFTER going to the bathroom. Safe sanitation when there is not running water or septic requires a plan to remove and treat waste ☐ Establish a safe dumping area at least 50 ft from any wells or waterways, ideally lined or contained to promote thermodynamic composting (heat) and reduce spreading. ☐ Establish a designated area for emergency toilets with handwashing.	**DIY handwashing station** ☐ Use clean water (from a hose), but not potable water when possible ☐ Make small holes in the lid of a plastic drink bottle and squeeze the bottle to dispense water. ☐ Purchase water containers with a side spigot, or build them. **DIY toilets** ☐ For short-term use, all you need is a bucket with a lid and dry material like sawdust, wood shavings or wood chips. Or, build a composting toilet box. ☐ Stock with period products and toilet paper **DIY showers** ☐ Use a 5 gallon bucket and a scoop (smaller bucket or empty yogurt container) to pour water over your head in your current shower/tub. If indoor options are not available, designate a well-draining, firm surface for outdoor showering. Provide privacy using a tarp, sheet, etc. ☐ There are many outdoor gear/camp shower options for purchase ☐ After flooding, rivers and lakes may not be safe to swim in. When it is safe, use biodegradable soap if washing in freshwater.
Laundry	
Identify places for public, low-cost and preferably free access to do laundry ☐ Create a directory of households, businesses and public spaces with washers and dryers ☐ Contact local churches and other orgs to set up free laundry services. Example here.	☐ Washers/dryers ☐ Manual wash systems - Wash tub ☐ Detergent ☐ Clothesline and pins or dry rack ☐ Laundry baskets/bags ☐ Portable laundry trailers ☐ Off grid hand powered or low voltage (solar power) wash systems

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1.8 Populations with specific needs

Folder with resources and templates 1.8 Populations with specific needs

Children, childcare, and youth engagement with disaster

Consider engaging older youth in recovery work—which can build a sense of belonging and connectedness with community in what can be an isolating time. See Section 1.10 on Volunteer Management for more.

Systems	Stuff
Communication and planning	
☐ Make a plan of where to go/who to call if separated: who will we contact? where will we meet? ☐ Once old enough, have your child memorize their caregiver's phone number ☐ Create a backpack/go bag that is easy to travel with for the age/size of the kid ☐ Have conversations about different kinds of disasters and what to do in case of emergency (e.g., wildfire, flood, communications blackout, etc.)	Essential Items for Go Bags ☐ Contact/emergency phone numbers, including emergency contact info for non-primary caregivers (e.g., uncle, grandparent) in case of separation ☐ Snacks and water ☐ Infants - formula and diapers ☐ Comfort item - stuffed animal, etc. ☐ Entertainment - game, drawing paper/pens ☐ Two changes of clothes ☐ Medications ☐ List of child allergies, if applicable
Community Care and Well-Being	
☐ Locate or create a directory of local childcare providers ☐ Make time and space to talk with young people about their experience of disaster. Ask questions like 'how has this disaster affected you?' and 'what is sticking in your mind about this experience,' and generally, what questions they might have about the situation.	☐ If a child has a pediatrician, it is important to connect them to that same doctor for continuity of care. If they do not, you can reach out to a Community Health Worker to connect them with the nearest Community Health Center or Free Clinic

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Senior citizens; people with mobility challenges and other disabilities

Systems	Stuff
Communication and Coordination	
☐ Create a directory of seniors in your town, noting addresses, phone numbers, mobility or health needs, and emergency contacts. ☐ Partner with senior centers, councils on aging, and home health agencies. Find your local council on aging at https://dcf.vermont.gov/doc/contacts/partners/aaa. ☐ Set up a "buddy system" or neighborhood pod where each elder has a designated check-in partner. ☐ Coordinate with municipal emergency managers for welfare checks and transport plans. ☐ Have first responders learn basics of American Sign Language ☐ Include visual aids on important informational resources ☐ Consult with the Vermont Center for Independent Living when creating emergency plans	☐ Printed contact sheets with emergency info ☐ Large-print flyers and phone tree templates ☐ Radios, landlines, or simple communication devices that work without internet
Preparedness and Supplies	
☐ Help elders assemble emergency kits with labeled containers and easy-open packaging. ☐ Identify medication refill and delivery systems (pharmacies, mutual aid networks) ☐ Connect with local electricians or solar installers about powering medical devices (oxygen, CPAPs, mobility aids).	Essential Items for Go Bags ☐ 7-day supply of medications and a printed medication list. ☐ Glasses, hearing aid batteries, mobility aids (cane, walker) ☐ Spare phone chargers and battery bank. ☐ Comfort items (blanket, family photos). ☐ Emergency ID and medical info card.
Shelter and Mobility Support	
☐ Identify accessible warming/cooling shelters with ramps, restrooms, seating, and quiet spaces. ☐ Develop local transport plans with volunteers or community shuttles for evacuations or appointments. ☐ Train volunteers in safe transfer assistance and trauma-informed communication	☐ Portable ramps or folding mobility aids. ☐ Cots with raised legs, pillows, and blankets. ☐ Transport aids (wheelchairs, folding chairs, lifts).
Community Connection and Well-Being	

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☐ Involve elders in resilience planning and intergenerational knowledge-sharing ☐ Host community meals, storytelling circles, or skill exchanges where seniors share local history and survival knowledge. ☐ Provide emotional support after disasters – partner with counselors, churches, or peer networks.	☐ Printed resources directories (Meals on Wheels, Council on Aging, libraries) ☐ Small grants or stipends for elder volunteers. ☐ Community bulletin boards and radio announcements for offline updates.

(Im)migrant populations with Limited English Proficiency (LEP)
Folder with resources and templates: Limited English Proficiency Documents

Systems	**Stuff**
Plan Ahead	
☐ Gather information on the language access needs in your area. Other than English, are there mostly Spanish speakers in your area? Individuals who speak Nepali? ☐ Partner with organizations and groups that work with (im)migrant individuals who speak other languages. Connecting with schools is a great place to start. ☐ Connect with community members who are bilingual ☐ Make a list of organizations and people who can support and connect with LEP individuals ☐ Learn and use modes of communication that (im)migrant communities frequently use ☐ Compile a list of resources in other languages around disasters for LEP individuals	☐ Will your hub have money that could pay for an interpreter? If so, you can contact someone from AALV for in-person interpreter services (for events planned ahead) or set up an account with LanguageLine, a company that offers professional interpretation services on the go. ☐ Create a list of people in your community who can be called upon for interpretation in a pinch ☐ Download WhatsApp. Most countries outside the US use this app. Be aware that many people use WhatsApp because it does not require buying a phone plan and depends on WiFi. ☐ Look into purchasing mobile hotspots for folks who may need them
Create Connections	

☐ Create trust with (im)migrant LEP communities ahead of time to ensure they feel comfortable and safe accessing/reaching out to your hub in the event of a disaster
☐ Set up a “buddy system” or neighborhood pod where each LEP group/family unit/individual has a designated check-in partner.
☐ For hard to reach individuals, pass off translated materials to a trusted community member, visit trusted community spaces to
	☐ Host community meals or gatherings in partnership with trusted community members for LEP individuals
	  ☐ Ensure there are interpretation services available for the event
	  ☐ Post signage in appropriate languages
	  ☐ Prepare childcare
	  ☐ Host events in later hours of the day or on the weekends
	  ☐ Arrange transportation

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share information, or explore the option of home visits to share information with trusted community members	☐ Translate and share the emergency list of to-go items with individuals ☐ Create a written list of contacts people can reach out to
During Disaster	
☐ If you are convening people during an emergency, post signage in applicable languages ☐ Develop local transport plans with volunteers ☐ Train volunteers on the procedure for interacting with LEP individuals, from start to finish ☐ Access to services	☐ Posters, markers ☐ Have laminated cards prepared for quick translation needs ☐ Will you be using a LanguageLine? Have assistance from a bilingual community member? Google Translate is a great app to download if neither is available. You can plan ahead by downloading a language too. ☐ Try not to have children interpret! ☐ Transport aids (infant car seats, toddler car seats, booster seats) ☐ If you are holding food at your hub, try to have some culturally relevant non-perishables stock piled
After Disaster	
☐ Ensure individuals have access to appropriate needs ☐ Do individuals have healthcare needs? ☐ Provide emotional support after disasters – partner with counselors, churches, or peer networks.	☐ Parent Child Centers and food shelves can support with access to food and other concrete supports ☐ Connect individuals with a Community Health Worker if there are additional physical and mental health needs to connect individuals with the nearest Community Health Center or Free Clinic

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Farm animals and livestock

- ☐ Save the whole family
  - ☐ This should go without saying, but animals under care deserve every consideration possible to be saved during the event of a disaster.
- ☐ Act before - not during!
  - ☐ Livestock can be challenging to corral and move in the best of conditions, never mind during extremely stressful periods of imminent or occurring disaster. If severe weather is anticipated, it will never be the incorrect idea to move livestock preemptively. Whether they are moved to higher ground, indoors, or entirely off-site, do not wait until you & your animals are already under duress to get them moving.
- ☐ Leave no creature fenced
  - ☐ Sometimes adequate removal of livestock and farm animals from the path of a climate disaster is **just not possible**, especially when human safety is at stake. When movement to safety is not a possibility, opening all gates and allowing your livestock freedom to roam can go a long way in ensuring their survival. There are many success stories of farmers opening up pastures before floods, and returning to find their livestock waiting for them! It is incumbent on you to give them every chance for survival, even if they do not make their way back to your pastures.

Systems	**Stuff**
Before Disaster	
☐ Create a Plan [Another Plan Template] (With daily feed & water requirements for most livestock) ☐ Site Safe Housing for Livestock, ideally high & dry! ☐ Consider Connecting with your local FSA & NRCS Offices - While not essential, your local FSA (Farm Service Agency) and NRCS (Natural Resource Conservation Services) agents are valuable resources in times of emergency. Whether applying for disaster insurance, relief programs, or conservation planning to promote on-farm resilience, these offices offer a variety of potential resources for your farm. ☐ Gather Supplies	Stockpiling a few days worth of the following supplies (in a dry & secure area) will aid in buffering against the supply chain failures in times of disaster ☐ Feed ☐ Dry & non (or less) perishable ideal for storage ☐ Hay, bags of grain, pellets, etc. ☐ Medications ☐ Bedding ☐ Minerals ☐ Water ☐ Fuel
During Disaster	
☐ Act Early & Conservatively ☐ Prioritize Safety ☐ Checking on/moving livestock in the height of disaster can be extremely dangerous. Take every precaution to limit human exposure to peak disaster conditions. ☐ Turn off any electric fence chargers ☐ Leave no animal fenced	☐ Handling Equipment ☐ Halters, leads, corrals, etc. ☐ Temporary Shelter ☐ If permanent shelter is in path of disaster, establishing and preparing a temporary shelter (shed, copse of trees, retrofitting

	a basement/garage/greenhouse, etc.) may be necessary. ☐ Trailer ☐ Livestock may need to be hauled off-site in the event of a disaster. While owning an adequate trailer (or vehicle) may not be accessible/reasonable for all folks, establishing relationships with neighbors who do can be a valuable resource!
After Disaster	
☐ Assess & Clean the Site ☐ Debris in pastures/yards can potentially cause harm to returning livestock. Be sure to closely inspect pastures for trash, scrap metal, etc., before reintroducing your animals. ☐ Ensure Fencing Integrity ☐ Before reintroducing livestock walk all fencelines to catch potential sites of damage, sag, electricity grounding, etc. ☐ Contact your local FSA & NRCS agents ☐ If applicable, local agents will come to your property to assist in planning for post-disaster recovery, IDing assistance programs, filing insurance claims, etc.	☐ Debris removal equipment ☐ Chainsaws, work gloves, trash bags, eye protection,

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1.9 Community emergency response plans

Folder with resources and templates: 1.9 Community emergency response plans

Before disaster

- ☐ Identify if there are already local documents outlining the emergency response plan for your town and town's leaders during an emergency:
  - ☐ Emergency Management Director (EMD): plans for/leads disaster response; develops, updates, and implements local emergency management plan (LEMPs).
  - ☐ Fire Department: often first line of disaster rescue, sometimes helps with recovery. May have machinery for vehicle extraction.
  - ☐ First Responders/Emergency Medical Services (EMS)
  - ☐ Town Clerk/Administrator/Manager, Select Board Members
  - ☐ Town Road Crew
  - ☐ Mutual Aid and/or Neighbor-to-Neighbor Network leader(s)
- ☐ Create a directory of emergency managers, municipal leaders, heads of neighbor-to-neighbor groups, etc. that will be used to coordinate and communicate at the town-wide level. Places to gather information: The **911 EMS agency** that covers any given town should have a list of local first-responders.
  - ☐ In the event that the ambulance comes from several towns away, there may be local first-responders, including the fire department, who are linked in with the EMS agency responsible for covering your town more immediately.
- ☐ Share this directory with everyone listed in it, or organize an event where everyone can meet one another and strategize/role play around what they do when disaster strikes
- ☐ Create a clear communication system specifically for emergency response
- ☐ Organize neighborhood pods with block captain/phone tree systems if there is phone service
- ☐ Create a directory of neighbors with street addresses, landline contacts, etc.
- ☐ Create a directory of local first responders, paid and volunteer
- ☐ Identify people trained in HAM radio
- ☐ Identify an evacuation plan and options for sheltering nearby if evacuation is not possible.
- ☐ Create a plan for volunteers to physically sweep known problem areas - EMS does not monitor these!
- ☐ Identify a core team of people to do pre-outreach by town or volunteer/supply hub to share information about preparedness, and distribute info on available resources and where to direct needs.
- ☐ If there is none, establish a neighbor-to-neighbor or mutual aid group in your town. Consider partnering with an existing group that already holds a lot of relationships. EMS and some municipalities often have lists of vulnerable people. Make sure those folk are known to the neighbor-to-neighbor group.
- ☐ Identify language access needs and utilize tools like the GoogleTranslate to support communication during emergencies. The VT Language Justice Project app can also be used to share informational videos in individuals' language. See Section 1.8 for info on populations with specific needs.

During disaster

- ☐ Hold daily meetings w/ key stakeholders (Mutual Aid Orgs, EMS, EMD, selectboard, etc) and create situation reports about actions taken during emergency response
- ☐ Hold regular public assemblies at an accessible time/place; share easy to absorb information; distribute other things people need (food, water, fuel). Advertise assemblies with posters and by word of mouth. If you have access to the internet and phone service, utilize phone trees, Front Porch Forum, social media, and local listservs/messaging threads.
- ☐ Create hand-outs/digital surveys to capture requests from impacted residents, which integrate into a tracker for case management

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- ☐ Use weather maps at waterdata.usgs.gov/vt/nwis/rt and the River Aware app. Identify people to look at the river and watch for ice and debris dams.
- ☐ Receive/submit alerts at vem.vermont.gov/vtalert and TextMyGov.

Planning for other kinds of climate disaster

While flooding is VT's most common climate disaster, consider other potential events in emergency plans:

- ☐ **Wildfire smoke**: prolonged exposure to wildfire smoke can cause respiratory issues and other health problems.
  - ☐ Monitor air quality levels via AirNow.gov
  - ☐ Store N95s/KN95s/respirators along with other emergency supplies to protect people from dangerous air quality (1.3)
  - ☐ Identify public spaces with air filtration if you do not have air filtration at home like libraries, schools, health centers (similar to warming and cooling shelters, 1.5).
- ☐ **Wet bulb temperatures & High Heat Index:** a hazardous combination of high heat and high humidity. Above around 86ºF plus high humidity can create wet bulb conditions.
  - ☐ Communicate across community networks and public information channels when heat advisories are in effect (1.9)
  - ☐ Remind people about the importance of hydration; create access to drinking water in public places on hot days by putting out water coolers and signage (1.2)
  - ☐ Especially during the hottest part of the day (11am - 3pm), stay in the shade or in other cool locations, including cooling shelters (1.5).
  - ☐ Learn the signs of, and communicate about, heat exhaustion (headache, fever, dizziness, fainting, shallow breathing, increased thirst, muscle aches, and nausea).
- ☐ **Drought:** Unlike other weather-related disasters, drought often comes on slowly in our region.
  - ☐ Monitor fire danger to protect people, buildings, and ecosystems from preventable fire damage during drought conditions: fpr.vermont.gov/forest/wildland-fire/monitoring-fire-danger
  - ☐ Cut back on watering lawns and non-food plants; turn off taps; reduce toilet flushing.
- ☐ **Ice & Wind storms** can take out power lines, and in turn, heat and cooling.
  - ☐ At home, store emergency food that does not need electricity to prepare and water on hand (1.2), and back-up power/heating (1.4)
  - ☐ If staying home is not safe, leave home before travel conditions worsen. Identify local warming and cooling shelters (1.5) ahead of the storm
  - ☐ Consider back-up communications (radios, walkies, default meetup plans) as electricity, wifi and phones may go down (1.9; 2.2)
- ☐ **Public health emergencies and pandemics**
  - ☐ Emergent public health threats can be difficult to plan for, but keeping people healthy can protect communities from the worst impacts of pandemics and other health emergencies. See Section 2.1 of the toolkit for information on meeting basic needs, including health needs.
  - ☐ Creating community emergency response plans (1.9) beforehand, plans to support populations with specific needs (1.8), and setting up mutual aid networks (1.12) can increase community resilience amid public health crises.
  - ☐ Stay updated with new information coming from local, state, or federal government sources, as well as public health officials and experts in your community. Hold community gatherings (2.3) to share information.

Also consider planning for disasters that include increased military presence or heightened risk of violence.

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1.10 Volunteer management

Folder with resources and templates: 1.10 Volunteer Management

Recruiting volunteers

- [ ] Post about volunteer opportunities on Front Porch Forum, social media, and in your local paper.
- [ ] See if a local restaurant can provide meals to volunteers.
- [ ] Make lists of organizations and individuals in the community who are willing to volunteer and/or willing to coordinate volunteers during disaster:
    - [ ] Mutual aid and neighbor-to-neighbor networks
    - [ ] Local companies that can offer employee volunteer hours
    - [ ] Faith communities
    - [ ] Schools
    - [ ] Youth organizations
    - [ ] American Legion
    - [ ] Elks Club
    - [ ] Rotary Club
    - [ ] AHS / VDH regional field Directors can be a conduit to local organizations

Setting up volunteer shifts

- [ ] SignUp Genius is free and helpful for creating volunteer shifts. The paid version allows multiple volunteer coordinators to log in; you can cancel payment as soon as you're done using it. Download your data regularly to maintain a contact list. You can also use a shareable spreadsheet on Google or Cryptpad.
- [ ] Create specific time slots and tasks for people to help with.
- [ ] Be clear on what physical abilities people need to be safe and also helpful.
- [ ] Have a diversity of tasks to make space for everyone to engage.
    - [ ] Assess if projects are within your team's "scope" or ability to help.—the home might be gone, it may be structurally unsound or dangerous, you may be unable to get permission from a landlord or homeowner to do work, etc.

Potential volunteer tasks for flood recovery

- [ ] Holding down the supply/volunteer dispatch hub
- [ ] Organizing supplies – especially tracking inventory and restocking Work Totes
- [ ] Supply runs – gathering supplies purchasing or donations
- [ ] Survivor outreach through knocking on doors (canvassing) and making phone calls
- [ ] Data management – tracking projects, updating databases and/or volunteer and survivor contacts
- [ ] Volunteer recruitment, training, and outreach
- [ ] Mucking and gutting houses (see section 1.11)
- [ ] Laundry – Expensive safety equipment like rubber-faced work gloves can be reused if washed, and P100 face masks can be reused if the mouthpiece is wiped with a sanitizing wipe
- [ ] Mental health and child care support for flood survivors
- [ ] Meal providers/servers
- [ ] Caretaking for first responders, organizers and community leaders (meals, respite days, transportation, etc)

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Managing volunteers

- ☐ People will want to bring children to the sites to help volunteer. Handle this on a case by case basis and do not send children to locations where there is a concern for bodily safety, such as mold. See Youth engagement in flood recovery for more information about involving young people in helpful, safe ways.
- ☐ Know what work needs to get done. Use Crisis Cleanup and track projects in a spreadsheet.
- ☐ Conduct interviews with homeowners to determine scope of work (this can be a volunteer task that precedes other volunteer tasks). Questions for these interviews are pre-loaded in Crisis Cleanup.
- ☐ Create a work sheet for volunteers with info about where they're going, who they're meeting, and what they're doing. This helps coordinate multiple teams at once.
- ☐ For legal/insurance reasons, have flood volunteers sign a waiver regardless of the scope of their work. Link to your agreement wherever volunteers are signing up for shifts and have people sign agreements before starting work.
- ☐ Tell volunteers what to bring to do the work (sunscreen, water, snacks, durable footwear, etc.)
- ☐ Train volunteers in the tasks assigned each shift and include the importance of taking breaks and hydrating.
- ☐ Organize volunteers into work crews of 3-6 people, ideally large enough so people can take breaks and not work for more than 5 hours. Coordinating work is challenging and situations shift but the more organized you can be, the more likely you'll be to retain volunteers.
- ☐ Count volunteer hours, even if a rough estimate. This can be tracked through collecting work sheets from volunteer crews or through SignUp Genius. Municipalities will apply for grants that require volunteer hours as part of the application. Rough estimates are okay!
- ☐ Feed volunteers! Think about how else you can thank and appreciate them.

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1.11 Flood recovery supplies and work

Folder with resources and templates: 1.11 Flood recovery supplies and work

This section is focused on flood recovery for homes and other buildings, but can be useful for other disasters. These instructions were compiled by NEK Organizing, which has mucked and gutted hundreds of homes in the Kingdom.

Managing flood site and survivor information

- ☐ Vermont will tell people to call 211 to report flood damage. While this is helpful and important to have state data, relief organizations then have to comb through all 211 calls to find flood survivor data. This can be incredibly time consuming, and is a good place for volunteers that cannot do physical labor.
- ☐ Create a flood survivor/site sheet or tracking system that includes information about the site, the contact information for the survivors, and any other important information going forward into the recovery phase (damage to water, sewer, foundation, etc).

Managing flood recovery supplies

- ☐ Store supplies—for relief, response, recovery—in a place that is dry, flood safe, and accessible by many people. If possible, utilize a lock with a code if possible and have more than one location per town.
- ☐ A cache of pumps, safety equipment, and demolition tools stocked and pre-packed so they're ready for the four types of work that immediately follow flooding: pumping, mucking, gutting, and mold remediation.

Systems	Stuff
Pumping Pumping is the process of removing water from the home via sump, trash, and transfer pumps.	
If there is a sheen to the water, note that oil and/or petroleum may be present. Contact your state's Department of Environmental Conservation before pumping to prevent further, more costly damage to the home. NOTE: Be aware that pumping a basement before water outside has receded may compromise the foundation due to pressure from outside.	Order water testing kits from the Department of Health at healthvermont.gov/lab/forms **Sump Pump Kit:** Sump pumps are good for removing clean water and are often the first tool to grab post-flood. ☐ Sump Pump ☐ Garden Hose(s) ☐ Extension cord(s) **Other helpful pumps to have on hand** ☐ Trash Pump (with hose, filter, and extension) for water mixed with debris ☐ Transfer Pump (with hoses and extension cords) for the last few inches of water on the floor
Mucking Mucking is the process of shoveling, raking, squeegeeing, and hauling mud, silt, and wet belongings out of the home.	
Notes for team leaders • Collect and share information on hazardous conditions - trash, sharps,	**Work Tote:** 20-gallon, heavy duty plastic tote filled with safety equipment for 5 people mucking and/or gutting a home. Work totes go out on every job, with every crew, no matter what.

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gas leaks, sewage contamination, etc with volunteers
- Establish location for hazardous materials to be gathered
- Identify handwashing station
- Demonstrate using proper PPE. And, be prepared for a dynamic in which volunteers are using PPE and residents are not; volunteers get to leave and residents have to remain. It can be helpful to make volunteers aware of this dynamic before heading to the home you're mucking.
- Remind volunteers to use proper ergonomics and take breaks to rest and hydrate.
- If possible, have a nurse onsite or at your volunteer headquarters to offer tetanus shots!

Work Tote pack list

- ☐ Contractor bags - 1-2 rolls
- ☐ Goggles - 5
- ☐ Tyvek suits - 5-10
- ☐ P100 respirators (plastic w cartridges) - 5
- ☐ N95 masks - 10
- ☐ Nitrile/hospital gloves - 1 box/bag of S, M + L
- ☐ Rubber grip work gloves - 5-10
- ☐ Hand sanitizer & Sani wipes- 1
- ☐ Paper towels - 1
- ☐ First Aid Kit - 1
- ☐ Sunscreen - 1
- ☐ Bug Spray - 1
- ☐ Narcan - 4+
- ☐ Earplugs - 10+
- ☐ Duct tape - 1

Other Muck Tools (not stored in tote)

- ☐ Head Lamps
- ☐ Waterproof/Muck Boots
- ☐ Flathead Shovel
- ☐ Spade Shovel
- ☐ Giant Floor Squeegees
- ☐ Steel Garden Rakes
- ☐ Power Washer
- ☐ Tarps (to slide debris around and also to protect the floor– especially if there isn't a bulkhead and muck and debris needs to come up the stairs inside the home)
- ☐ Jet Sled
- ☐ Garden Cart/Wheelbarrow
- ☐ 5-gallon Buckets
- ☐ Generator
- ☐ Extension Cords
- ☐ Work Lights on Pedestals and/or Clips

Gutting

House Gutting is the process of removing sheetrock, insulation and water-logged permeable materials in order to expose joists, studs, subfloor, etc. Gutting allows a home to dry out.

YOU CANNOT DRY A HOME USING DEHUMIDIFIERS ALONE. Even though gutting is another painful step amidst profound loss, it is absolutely necessary in order to prevent mold.

Gut Kit: 5-gallon bucket filled with demolition equipment for a 5-person crew, useful when mucking is done and there is no longer water inundating the space.

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Notes for team leaders

- Collect and share information on hazardous conditions - trash, sharps, gas leaks, sewage contamination, etc with volunteers
- Identify handwashing station
- Demonstrate using proper PPE
- remind volunteers to use proper ergonomics and take breaks to rest and hydrate

Gut Kit pack list (for gutting flooded buildings in addition to the Work Tote)

- ☐ Flat crowbars, roughly 15” - 5+ (flat prying tool with beveled ends for removing sheetrock, flooring, trim, and wall panels)
- ☐ Boxcutters/utility knives - 5+
- ☐ Extra blades - 5+
- ☐ Hammers - 5+
- ☐ Cat's paw - 1 (small prying tool used for pulling stubborn nails better than a hammer)
- ☐ Chalk Line - 1-2
- ☐ Bit box - 1
- ☐ Screwdrivers - 1-2
- ☐ Earplugs - 10+
- ☐ Tape measure - 1+
- ☐ Sharpie - 1+

Other Gut Tools (not stored in tote)

- ☐ Sawzall/Reciprocating Saw
- ☐ Impact driver
- ☐ Head Lamp
- ☐ Dehumidifier
- ☐ Fans
- ☐ Extension Cords

Mold remediation

Mold remediation happens once wet debris, walls, flooring, and insulation are removed.

- ☐ Introduce light and air to the space via dehumidifiers, fans, and open doors and windows.
- ☐ Apply either a vinegar solution or mold-killing fungicides (not bleach) once moisture levels are below 17 percent in studs and joists. While some fungicides can be applied in wetter environments, it’s best to apply chemicals to very dry surfaces for the best outcomes.

Mold Remediation Tools

- ☐ Moisture reader
- ☐ Agriculture sprayer and/or industrial spray bottles
- ☐ Shockwave, white vinegar, or EPA-certified fungicide (not bleach)
- ☐ HEPA-filtered vacuum
- ☐ Wire brushes
- ☐ Deck brushes or other stiff brushes with long handles
- ☐ Full PPE: P100 respirators, goggles, rubber gloves, tyvek suits
- ☐ Scrapers, pallet knives, blades

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1.12 Mutual Aid/Neighbor to Neighbor (N2N)

Folder with resources and templates: 1.12 Mutual Aid

Mutual Aid/N2N groups spring up after disasters like COVID lockdown and flooding to direct resources and help. These community efforts are informal (not housed inside of an organization or part of a State agency), which means they keep barriers to accessing help very low. Groups led by people in impacted communities are often the first to show up and help when disaster strikes, because they are showing up for their own community, and also often know where help is needed most. Identifying who you are already in relationship with and proximity to, and acknowledging that we all have something to offer and all have something we need, is crucial. Around the world, mutual aid groups have saved lives and improved material conditions for people when official systems of aid have moved too slowly or failed. Mutual aid and N2N work can happen in countless ways. The most important things are that these groups are formed by and for the community, that they promote solidarity not charity, practice cooperation not competition and recognize that our dignity and survival are bound up together.

Mutual Aid Tenets	**Mutual Aid Checklist**

☐ Get people together in your community to provide material support to each other
☐ Build relationships with your neighbors based on trust and common interests
☐ Make decisions based on consensus vs hierarchy
☐ Share things rather than hoard
☐ Recognize the value in all kinds of support: emotional, food, childcare, translation etc.
	☐ Find a buddy to work with.
	☐ Build a pod map (see Organizing your community section)
	  ☐ Who could help me?
	☐ Connect with those folks. Ask if they can help!
	☐ Identify who and where you can get and give support
	  ☐ My building, my block, my co-workers?
	☐ Start small, with 15-20 people
	☐ Establish communication channels
	☐ Get the conversation started. What needs, goals, other ideas come up for people?
	☐ Offer help: Grocery and medicine pickup, cleaning, company, etc.

1.13 Financial resources

Folder with resources and templates: 1.13 Financial resources

- ☐ Create a directory of people and organizations that can receive financial resources (particularly 501c3s to receive grants and donations). Look to Vermont Community Foundation's flood fund; Resource Generation; and local flood funds for support.
- ☐ For short-term needs: create a local network of direct funders (N2N funds, individuals, local businesses) to make specific and sustaining asks of.
- ☐ For long-term needs: Identify local organizations or people who have skills in making funding proposals to support the response and relief efforts. Consider creating a coalition of organizations active in response to coordinate funding requests.
- ☐ Contact municipal government, Regional Planning Commissions, Long Term Recovery Groups, and State Representatives and Senators about funding for your community.

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Baseline Community Resilience

The material in this section builds on systems and stuff outlined in the Emergency Preparedness and Response section to deepen resilience in the day-to-day. Many people in our communities are in crisis all the time, and working towards a reality in which everyone is safe and has their needs met as a baseline means we can all be more resilient when acute disaster strikes.

2.1 Basic needs

Folder with resources and templates: 2.1 Basic needs

Community food production

Growing food locally and in a decentralized way increases food security. Community and collective gardens, town orchards, and other shared food production can produce fresh abundant food for community meals and households.

- ☐ Support your local community garden and look for ways to make it more accessible and successful.
- ☐ If there isn't a community garden in your area, consider starting one!
- ☐ Integrate community garden produce into regular community meals, where you can discuss food justice and food access in disasters.
- ☐ Identify people with knowledge to preserve growing season abundance for winter distribution and ways to share that knowledge.

Directory of local farmers and producers

Collaborate with farmers through on-going community food justice projects that help address food insecurity and compensate farmers fairly. Consider new farmers and those from disadvantaged identities who likely want to serve diverse populations.

- ☐ Create a directory of local producers who are interested in connecting with community groups to provide local food through free, low-cost or sliding scale programs.
- ☐ Identify gleaning networks that have surplus to share for community meals, and could be mobilized to help farmers pre-flood, late or early frost, etc to protect or rapid harvest crops before they are lost.

Community meals and food distribution

- ☐ Create a directory of free community meals in your town or nearby.
- ☐ If your community doesn't already offer free meals, reach out to communities that do so to learn their tricks. Often these can be found at churches, senior centers, community centers, parks. The main components you need are: food, cooks, place to offer the meal, volunteers to distribute the food.
- ☐ Pick a place for food distribution that is convenient and accessible for most people.
- ☐ Offer meals on a consistent day/time.
- ☐ Try to get food donated from local grocery stores or farmers.
- ☐ Consider ways to make meals available to people at home through delivery and distribution channels.
- ☐ Identify people who would benefit from food delivery.
- ☐ Recruit volunteers via social media or community networks to drop food off

Hygiene: Public Showers

- ☐ Create a directory of public showers for use for those who are unhoused or when running water is not available in people's homes. A few leads are - gyms with low-cost memberships, recreation centers, schools (for the children who attend), etc.
- ☐ Consider the needs of your community and if portable/solar trailers or shower stalls would help meet an ongoing need if no public or low-cost shower access is available.

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Ridesharing and carpooling

Building and strengthening transportation systems enables people to meet their own needs and become more connected to community. During a crisis having relationships built between carpooling neighbors will create more opportunities for community members to check up on each other.

- ☐ Build, utilize, and strengthen existing mechanisms for low-cost shared transportation
  - ☐ Example: https://capstonevt.org/find-a-ride
- ☐ Create community-run and specific carpooling initiatives, like:
  - ☐ organizing community events / meals to advertise & create a carpooling framework
  - ☐ designating carpool areas
  - ☐ Promoting at library, community stores, on Front Porch Forum, etc
- ☐ Creating and disseminating maps (on and offline) of nearest transportation, trails, and routes
  - ☐ Example: Trails maintained by snowmobile clubs such as Drift Dusters in Derby, VT

Network of community physical and mental health workers

- ☐ Create a directory of people in your community who are trauma-informed and have specific therapeutic skills to support mental health and nervous systems in disaster-related events. Caring for victims and responders is a part of recovery and can build capacity and resilience for future disaster. Take note if they can:
  - ☐ Offer free, low-cost or sliding scale sessions as a part of their practice
  - ☐ Offer group sessions
  - ☐ Show up near disaster sites to offer emotional support and counseling
  - ☐ Examples: KURRVE mental health, Vermont Care Partners, SAMHSA Disaster Distress Helpline
- ☐ Consider setting up a recurring community health clinic day with local practitioners and partner with your local Department of Health office
- ☐ If individuals have a primary care provider, it is important to connect them to that same provider for continuity of care. Add community health centers and other similar resources/sites to your directory.
- ☐ For those still needing assistance accessing in clinic healthcare services, connect individuals with a Community Health Worker
- ☐ Free Clinics and Community Health Centers are great resources for those who need sliding scale and financial assistance options
- ☐ If individuals need help applying to health insurance, adjusting information due to disaster (i.e. income) they can connect with a Vermont Health Connect Assister, who is trained to help community members navigate the Vermont health insurance marketplace

Network of herbal support

- ☐ Create a directory of local herbalists who are available to offer herbal healthcare (physical, emotional) in emergencies as well as long term.
- ☐ Connect local herbalists/apothecaries with long term and emergency resilience planning efforts, and find ways to help them offer free, low-cost or sliding scale services for community members.
- ☐ Work to develop a ready and rotating stock of herbal medicinals as part of the first aid supplies.
- ☐ Offer regular community activities and services where herbal support is available.
  - ☐ Example: Rose Core Collective

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2.2 Shared tools

Folder with resources and templates: 2.2 Shared tools

Tool lending library

- [ ] Identify useful, higher cost, sharable tools and equipment that could be gathered in one space or a people with tools who are willing to lend them. Create a directory of this information.
- [ ] If your area established a tool lending system during disaster response, consider building up a regularly available library for on-going use. See sections 1.3, 1.6, 1.11 for lists of tools useful for disaster response and recovery.
- [ ] Read up on best practices and existing ways of doing this.
    - [ ] New Suns Community Center (Thetford) and Cooperation Vermont (Marshfield) have tool libraries.
    - [ ] Library of Things toolkit from Shareable
    - [ ] myTurn, online tool for managing tool sharing
    - [ ] Tool Library Alliance - lots of resources here

Tech lending library

These items may already be a part of your local library, or could be housed and managed through the library.

Systems	Stuff
☐ Ensure people know what is available and how to access it. ☐ Consider making more items available for longer-term use or facilitating direct trades/lends between community members with an extra laptop and someone who lost theirs in a house fire. ☐ Create a directory of available items.	☐ Potential items to include: ☐ Phones ☐ laptops ☐ Tablets ☐ portable hotspots ☐ Projectors ☐ speakers ☐ AM/FM Radios ☐ Weather Radios ☐ Walkie Talkies ☐ GPS (non-vehicle)

Internet and phone access

- [ ] Identify areas for public or low-cost internet access when home systems are down. This is commonly libraries, town offices and schools.
- [ ] Consider reaching out to local businesses that could be made more accessible during disaster (maybe in the town over or a less flood-prone area).
- [ ] Consider investing in a few portable, solar back-up power units as well as power banks that can be stored and ready in public spaces with wifi to create hotspots if phone service is cut out but internet can be accessed. Use tools like the Footprint Project for resources.
- [ ] Mesh Networks can be established with limited required infrastructure and offer localized peer to peer secure communication and data sharing. Some examples: Fognet network, Meshtastic - Low-power data sharing & communications network, DIY Cellular Signal Booster - No Electricity Required. More Information on digital resilience here.

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2.3 Community Building

Folder with resources and templates: 2.3 Community building

Many of the activities in the Emergency Response and Preparedness section get people talking to their neighbors, creating systems of connectedness, and building the relationships that undergird resilience. Here are some additional ways to build community.

Local and regional governance and coordination

Practicing and developing coordination and connection between local groups, towns/municipalities, regional and county resources strengthens communities. Coordination helps prepare for emergency response by creating clear lines of communication and expectations.

On a regional scale, identify people and groups to cultivate relationships with and connect to one another:

- ☐ Community institutions (libraries, schools, universities) that have infrastructure, staffing and systems for community use, working to get those institutions to agree to share those resources and systems with the community in general, minimally during emergencies.
- ☐ Community institutions, municipal staff and volunteers, organizations holding the work of emergency response
- ☐ Regional and county resources, like Regional Planning Commissions, community development agencies, and natural resource conservation districts
- ☐ Mutual aid groups and neighborhood groups that do work on an ongoing basis, not just in response to emergencies

Some strategies and ideas on building these connections:

- ☐ Connect Resilience Hubs and Mutual Aid groups across multiple neighboring towns
- ☐ Host shared events between identified groups
- ☐ Share resources like tools/supplies
- ☐ Strengthen regional governance through events and celebrations

Institutional allies

People associated with institutions—town/municipal leaders, schools, colleges, nonprofits, and foundations—can and should be invested in healthy, resilient communities.

- ☐ Build relationships with institutional allies
- ☐ Identify roles for different types of entities and how they could interface with mutual aid efforts
- ☐ Create a directory of these contacts

Business directory

- ☐ Connect with local businesses to learn about what services they offer, and how they can help people in your community. Create a directory of this information.
- ☐ Develop a list of opportunities for private commercial support (storage, heavy equipment, freezer/fridge space, food production, etc.)

Tradesfolk directory

- ☐ Create a directory of trusted local (or almost local) contractors, electricians, plumbers, land movers, haulers, structural engineers, etc. that could be called any day or during disasters.
- ☐ To help create this tool, put an ask out on Front Porch Forum in your community.
- ☐ Consider hiring folks for on-going projects to support their business in good times and in disaster.

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Community spokespeople
A community's stories are always better told by the people living them.

- ☐ Create a directory of local people trained and willing to speak about their experience with disaster or otherwise with media, elected officials, funders, etc. Representing community needs accurately has real, positive impacts on material conditions.
- ☐ Develop a media list of local reporters and outlets, and keep it updated. Reach out to reporters to build relationships and establish local spokespeople as trusted sources.
- ☐ Hold practice sessions for people to share and hone their stories about disaster
    - ☐ Resources for giving effective testimony: Rural VT Activist Toolkit and Vermont League of Cities and Towns

De-escalators and conflict facilitators
In crises, it's important to have folks who are trained to de-escalate conflict and spread the calm.

- ☐ Hold skills training to teach people broadly how to intervene in escalating situations.
- ☐ Reach out to local mutual aid organizations and ask about setting up de-escalation and/or conflict transformation workshops.
- ☐ Consider creating a team of local people who can attend events where escalated conflict might occur.
- ☐ Hold recurring gatherings for people to come discuss ongoing conflict, support each other, and practice conflict management and transformation.
- ☐ Consider creating a team of local people who can mediate interpersonal or community conflict.

Third spaces

- ☐ Create a directory of businesses, libraries, community centers, public commons, health clinics, grange halls that can host community events, meetings and gatherings. These third spaces can help hold on-going efforts to build resilience and be prepared to offer space for supplies or disaster response coordination.
- ☐ If your community does not have a place to gather, host meals, or hold events, consider working together to create that place or use existing spaces for community building activities to develop an unexpected third space together.

Skill building workshops
Skill building is a great way to practice working together, learning new things and equipping our community to handle difficult experiences from disaster to grief. Some skill-shares may be certifications that 1-2 people gain and can share informally with other group members, while some may be less formal workshops.

- ☐ Gather a list of skills people in your group are interested in learning.
- ☐ Identity group members who have skills they can teach and reach out to community members who have these skills.
- ☐ Create a rotating series of skill-building workshops that people can sign up for free or low-cost.

Potential skills to build (links are to sample training materials)

Flood and disaster response	**Recovery and Coordination**
☐ Flood Preparation ☐ General First Aid and Basic Life Support ☐ Basic Rescue	☐ Safe Gut & Mucking - cleaning out households. Examples from Mutual Aid Disaster Relief ☐ Safe Food Prep

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- [ ] Wilderness First Aid and Wilderness First Responder
  - [ ] Train NEK
  - [ ] NOLS courses
- [ ] Stop the bleed
- [ ] Narcan
- [ ] Mental health first aid
  - [ ] Radical Mental Health First Aide (RMHFA) Action Plan: **"A non-linear, intuitive step-by-step action plan** to use when providing support in mental health crisis situations."
- [ ] Herbal First Aid training

- [ ] Mapping - local resources and updating road hazards
  - [ ] Using tools like Open Street Maps
- [ ] FEMA, state and insurance form completion - a Long-term Recovery Group in your area might be able to provide this
- [ ] Volunteer coordination
- [ ] Mutual aid spreadsheet management
- [ ] Meeting and Process Facilitation

Other

- [ ] Canning and food preservation
- [ ] Chainsaw skills
- [ ] Welding
- [ ] Herbal remedies
- [ ] Gardening
- [ ] Media relations
- [ ] Conflict de-escalation
- [ ] Conflict management
- [ ] Grief circles

Fun activities that build community

Gather regularly to be joyful and have fun with your community. This is how we build the relationships that are the foundation for communication, mutual aid and rapid response in times of crisis. Many local institutions like schools, libraries and business may already be primed to host these events, but usually they need people to make it happen.

As a practice of baseline resilience, host regular community meetings on a recurring day of the month (e.g. third Thursdays) in a consistent location. Provide food if you are able, or make it a potluck. If you are hosting a public assembly in which decisions are getting made about local governance, check out how to host a public assembly, pages 11, 18-25. Ideas for fun community building activities:

- [ ] Town dances
- [ ] Music jams or karaoke
- [ ] Community yoga
- [ ] Bingo nights
- [ ] Community meals
- [ ] Public art creation and craft nights
- [ ] Community talent shows
- [ ] Spelling bees

Look to local organizations like the Civic Standard, NEK Organizing, and Hartland Community Breakfasts for more inspiration.

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