Citizen Corps Council Registration

Council Contact Information
1. Council name, area served, Council point of contact name, address, phone number, email

Local Sponsoring Organization
2. Sponsoring Organization, point of contact name, address, phone number, email

Information About Your Council
In addition to posting contact information for your Citizen Corps Council, information about your Council membership and your community's preparedness activities will be posted on the National Citizen Corps Website. Although your Council may not yet be able to answer each of the questions below, we hope they will serve as a guide for future planning or goal setting. Please be sure to update your Council’s activities when changes occur.

Date Established
3. Month and year your Council was started

Council Mission
4. Please provide a brief statement to describe your Council’s mission and goals. This section is limited to 500 characters.

Council Membership
The purpose of a community preparedness council, referred to here as the Citizen Corps Council, is to foster collaboration between government and civic leaders from all sectors to develop goals and strategies for community resilience tailored to specific community vulnerabilities and population. The membership of the Council should therefore reflect the population composition, the hazard profile, and the infrastructure of the community.

While every Council's membership will be different, all Councils should have representation from each of the following sectors of the community: the public sector, the private sector, and the voluntary and community sector. Please check all participants in your Council.

The Public Sector
5. Elected Leadership
   - Mayor, City/Town Manager, County/Parish Elected Leader
6. Emergency Responders
   - Emergency Management
   - Law Enforcement

Please note that the wording of these questions may be slightly different in the final version of the online registration form.
7. Government/Government-Sponsored Organizations

- Public School System/School Board
- Community College Public Universities
- Land-grant Institution Extension Agent (Extension Disaster Education Network)
- Transportation
- Ports and Waterways
- Agriculture
- Animal Control
- Prisons/Correctional Facilities
- Uniformed Armed Forces / National Guard
- Human Services Agencies (e.g. aging, disability, low income)
- Public Housing
- Building Codes and Permits
- Veterans Affairs
- Post Office
- Internal Revenue Service
- Surveyor's Office
- Weather Service/NOAA
- Local Emergency Planning Committees
- Community Emergency Response Teams
- Medical Reserve Corps
- Volunteers in Police Service
- Fire Corps
- Neighborhood Watch and other Watch Programs
- AmeriCorps/Senior Corps/Learn and Serve/VISTA
- Other

8. The public sector is not yet represented on the Council.

Please note that the wording of these questions may be slightly different in the final version of the online registration form.
The Private Sector

9. Private Sector

☐ Privately Owned Critical Infrastructure (e.g. power, transportation)
☐ Entertainment / Sports Venues
☐ Shopping Centers / Malls
☐ Private Schools / Universities
☐ Private Hospitals / Assisted Living Facilities
☐ Private Security Firms

☐ Insurance
☐ Banking / Mortgage Institutions
☐ Hotel / Tourism
☐ Media
☐ Legal
☐ Other

10. The private sector is not yet represented on the Council.

The Voluntary and Community Sector

11. Voluntary Response Organizations

☐ American Red Cross
☐ Voluntary/Community Organizations Active in Disaster (VOAD / COAD)
☐ American Radio Relay League (ARRL)/Amateur Radio Emergency Service (ARES)/Radio Amateur Civil Emergency Services (RACES)/Military Auxiliary Radio System (MARS)
☐ Salvation Army
☐ Other

12. Other Civic Organizations/Private Non-Profit Representatives

☐ Civic Organizations (Rotary, American Legion, VFW)
☐ Volunteer Center
☐ Chamber of Commerce/Jaycees
☐ Neighborhood/Community/Homeowners Associations
☐ Parent Teacher Associations
☐ 211 Service
☐ Humane Society/Animal Advocacy

Please note that the wording of these questions may be slightly different in the final version of the online registration form.
13. Faith or Interfaith-Based Organizations
☐ Faith or Interfaith-Based Organizations
☐ Places of Worship
☐ Other

14. Philanthropic Organizations
☐ United Way
☐ Community Foundation
☐ Other

15. ☐ The voluntary and community sector is not yet represented on the Council.

Preparing the Public and Organizations in the Community
Educating and involving the public is a critical element of community resilience. Please provide information on what your community is doing to elevate the knowledge, skills, and participation of community residents to prepare for community threats and hazards. For each section below, please indicate whether this includes public education materials (e.g., handouts, publications, advertising, PSAs, websites) and/or training/demonstrations.

16. For which of the following preparedness actions does your Council support education and/or training? Check all that apply.

<table>
<thead>
<tr>
<th>Preparedness Actions</th>
<th>Public Education Materials</th>
<th>Training/Demonstrations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local alerts/warnings</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Protective measures for no-notice hazards</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>
Family emergency plan
Emergency supplies in multiple locations
First aid
CPR/AED
Local information on evacuating
Local information on sheltering
Guidance on practicing response (drills)
Mitigation measures for property
Prevention measures (crime/terrorism)
Prevention measures (public health)
Cyber safety measures
Other
None of the above

17. For which of the hazards below does your Council support education and/or training? Check all that apply.

<table>
<thead>
<tr>
<th>Hazard Type</th>
<th>Public Education Materials</th>
<th>Training/Demonstrations</th>
</tr>
</thead>
<tbody>
<tr>
<td>All-hazards</td>
<td></td>
<td></td>
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<tr>
<td>Crime</td>
<td></td>
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<tr>
<td>Explosions</td>
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<tr>
<td>Hazardous materials</td>
<td></td>
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<tr>
<td>Household emergencies</td>
<td></td>
<td></td>
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<tr>
<td>Natural disasters</td>
<td></td>
<td></td>
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<tr>
<td>Nuclear/Radiological Events</td>
<td></td>
<td></td>
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<tr>
<td>Public health</td>
<td></td>
<td></td>
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<tr>
<td>Terrorism</td>
<td></td>
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<tr>
<td>Other</td>
<td></td>
<td></td>
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<tr>
<td>None of the above</td>
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</tbody>
</table>

Please note that the wording of these questions may be slightly different in the final version of the online registration form.
18. In which of the following locations does your Council support distribution of public education materials and/or training/demonstrations? Check all that apply.

<table>
<thead>
<tr>
<th>Locations</th>
<th>Public Education Materials</th>
<th>Training/Demonstrations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Neighborhoods</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Schools</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Places of worship</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Workplace</td>
<td></td>
<td></td>
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<tr>
<td>Civic / Non-profit organizations</td>
<td></td>
<td></td>
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<tr>
<td>Community events</td>
<td></td>
<td></td>
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<tr>
<td>Other</td>
<td></td>
<td></td>
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<tr>
<td>None of the above</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

19. For which targeted populations does your Council support tailored public education materials and/or training? Check all that apply.

<table>
<thead>
<tr>
<th>Targeted Populations</th>
<th>Public Education Materials</th>
<th>Training/Demonstrations</th>
</tr>
</thead>
<tbody>
<tr>
<td>General public</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Frail elderly</td>
<td></td>
<td></td>
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<tr>
<td>Youth</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pet owners</td>
<td></td>
<td></td>
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<tr>
<td>Diverse language and cultures</td>
<td></td>
<td></td>
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<tr>
<td>Economic factors/Low income</td>
<td></td>
<td></td>
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<tr>
<td>People with disabilities</td>
<td></td>
<td></td>
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<tr>
<td>People with transportation</td>
<td></td>
<td></td>
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<tr>
<td>dependencies</td>
<td></td>
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<tr>
<td>Other</td>
<td></td>
<td></td>
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<tr>
<td>None of the above</td>
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<td></td>
</tr>
</tbody>
</table>

Please note that the wording of these questions may be slightly different in the final version of the online registration form.
20. For which of the following response actions does your Council support education and/or training? Check all that apply.

<table>
<thead>
<tr>
<th>Response Actions</th>
<th>Public Education Materials</th>
<th>Training/Demonstrations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building evacuations</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Community evacuations</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Sealing a room (aerosol protections)</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Sheltering in place (staying where you are)</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Community sheltering (mass care shelters)</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Continuity of operations</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Other</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>None of the above</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

21. What types of outreach does your Council support to increase personal preparedness? Check all that apply.

- ☐ Website
- ☐ Social media
- ☐ Printed materials (brochures, flyers)
- ☐ Posters/Displays
- ☐ Radio announcements
- ☐ Television announcements
- ☐ Automated text alerts
- ☐ Reverse 9-1-1
- ☐ Talking points for community leaders
- ☐ Community events
- ☐ Other
- ☐ None of the above

*Please note that the wording of these questions may be slightly different in the final version of the online registration form.*
22. Does your Council participate in National Preparedness Month?  
[Choose Yes/No/Do not know]

**Volunteer Service**

23. If there is a website for people in the area to sign up for local volunteer opportunities, please provide a link: ___________________________

24. Which of the following volunteer programs does your Council support? Check all that apply.

- [ ] Community Emergency Response Team (CERT)
- [ ] Fire Corps
- [ ] Medical Reserve Corps
- [ ] Neighborhood Watch
- [ ] Volunteers in Police Service
- [ ] None of the above

25. Please identify other programs or specialized areas in which volunteers can participate? Check all that apply and include program name if appropriate.

- [ ] Preparedness Education/Outreach Volunteer: Program name
- [ ] Preparedness Education for Youth: Program name
- [ ] First Aid/CPR/AED Training: Program name
- [ ] Emergency Management: Program name
- [ ] Fire Service: Program name
- [ ] Law Enforcement: Program name
- [ ] Public Health and Medical Services: Program name
- [ ] Search and Rescue Volunteer: Program name

*Please note that the wording of these questions may be slightly different in the final version of the online registration form.*
26. Approximately how many volunteers participated in Council supported activities community-wide in calendar year 2010? [ ] _______  [ ] Do not know

27. Approximately how many Council supported volunteer service hours were completed in calendar year 2010? [ ] _______  [ ] Do not know

28. Does your Council support programs that train volunteers for disaster response or recovery roles? [Choose Yes/No/Do not know]

29. Do disaster volunteers receive training in the Incident Command System? [Choose Yes/No/Do not know/Not applicable]

30. Have volunteers from your jurisdiction helped to respond to disasters in your area? [Choose Yes/No/Do not know]

31. Have volunteers from your jurisdiction helped to respond to disasters outside of your area? [Choose Yes/No/Do not know]

32. Does your jurisdiction include volunteers in response roles when emergency operations plans are practiced or exercised? [Choose Yes/No/Do not know]

*Please note that the wording of these questions may be slightly different in the final version of the online registration form.*
Awards and Recognition

33. Does your Council use the Presidential Volunteer Service Award to honor volunteers? [Choose Yes/No/Do not know]

34. Does your Council celebrate the contributions of volunteers and community leaders with other types of awards and/or recognition ceremonies? [Choose Yes/No/Do not know]

Information About Your Council - Not Publicly Accessible

In addition to the information on your Citizen Corps Council that will be posted on the public National Citizen Corps Website, we would like to request some more detailed information about your Council activities.

Please note: answers to the following questions will NOT be posted on the public website, but will be posted on the password protected portal - accessible only other local Council/CERT Program password holders within your state, the respective state Citizen Corps and CERT Program coordinators and FEMA staff. This data will help us all better understand how community preparedness and resilience efforts are being implemented around the country and will help with growing and expanding these efforts.

Council Administration

35. How often does your Council meet?

☐ Monthly
☐ Quarterly
☐ Bi-Annually
☐ Annually
☐ As needed
☐ Other

36. What is the participation of the local elected leader (e.g. Mayor, County Commissioner)?

☐ Chairs the Council
☐ Very involved
☐ Somewhat involved
☐ Provides sponsorship only
☐ Is not at all involved
☐ Other

*Please note that the wording of these questions may be slightly different in the final version of the online registration form.*
37. What is the participation of the local Emergency Manager?

☐ Chairs the Council
☐ Very involved
☐ Somewhat involved
☐ Provides sponsorship only
☐ Is not at all involved
☐ Other

38. The Council Point of Contact posted on the public website is:

☐ A government employee
☐ An employee of a non-profit organization
☐ A private sector employee
☐ A volunteer
☐ Other

39. Approximately what percentage of the Council Point of Contact's time is devoted to Council activities?

☐ Up to 25% of his/her time
☐ 25% - 50% of his/her time
☐ 50% - 75% of his/her time
☐ 75% - 100% of his/her time
☐ Do not know

*Please note that the wording of these questions may be slightly different in the final version of the online registration form.*
40. Does your Council have formal organizational documents? Check all that apply.

☐ Charter
☐ Executive Order
☐ By-laws
☐ Other [ ]
☐ Do not know

41. Is your Council registered as a 501c3 organization or is it associated with a 501c3 organization? [Choose Yes/No/Do not know]

42. Please estimate the percentage of funding your Council receives from the following sources for its annual budget.

Homeland Security funding through the State [ ]
Other federal funding through State [ ]
Direct Federal funding [ ]
State government funding [ ]
Local government funding [ ]
Private Sector donations [ ]
Foundations or Philanthropic Organizations [ ]
General Fundraising [ ]
Other [ ]
☐ None
☐ Do not know

Please note that the wording of these questions may be slightly different in the final version of the online registration form.
Collaborative Planning

43. Please indicate which of the following plans have been discussed, reviewed, or revised by your Council within the past two years:

- [ ] Community Vulnerability / Risk Assessments
- [ ] Comprehensive Emergency Management Plan
- [ ] Emergency Operations Plan
- [ ] Mitigation Plan
- [ ] Homeland Security Strategy
- [ ] Continuity of Operations Plan
- [ ] Alerts and Warnings Systems
- [ ] Evacuation Plan
- [ ] Shelter Plan
- [ ] Exercise Plan
- [ ] Other [ ]
- [ ] Do not know

Emergency Support Functions

44. Please indicate which Emergency Support Functions in the jurisdiction's Emergency Operations Plan formally include local non-governmental resources, including equipment and/or human resources. For information on Emergency Support Functions please visit: http://www.fema.gov/emergency/nrf/

- [ ] Transportation
  - [ ] Yes
  - [ ] No
  - [ ] Do not know
- [ ] Communications
  - [ ] Yes
  - [ ] No
  - [ ] Do not know
- [ ] Public Works and Engineering
  - [ ] Yes
  - [ ] No
  - [ ] Do not know
- [ ] Firefighting
  - [ ] Yes
  - [ ] No
  - [ ] Do not know
- [ ] Emergency Management
  - [ ] Yes
  - [ ] No
  - [ ] Do not know

Please note that the wording of these questions may be slightly different in the final version of the online registration form.
<table>
<thead>
<tr>
<th>Mass Care, Emergency Assistance, Housing, and Human Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Yes</td>
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<tr>
<td>☐ No</td>
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<tr>
<td>☐ Do not know</td>
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<table>
<thead>
<tr>
<th>Logistics Management and Resource Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Yes</td>
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<tr>
<td>☐ No</td>
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<tr>
<td>☐ Do not know</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Public Health and Medical Services</th>
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</thead>
<tbody>
<tr>
<td>☐ Yes</td>
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<tr>
<td>☐ No</td>
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<tr>
<td>☐ Do not know</td>
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<table>
<thead>
<tr>
<th>Search and Rescue</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Yes</td>
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<tr>
<td>☐ No</td>
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<td>☐ Do not know</td>
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<table>
<thead>
<tr>
<th>Oil and Hazardous Materials Response</th>
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<tbody>
<tr>
<td>☐ Yes</td>
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<td>☐ No</td>
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<tr>
<td>☐ Do not know</td>
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<table>
<thead>
<tr>
<th>Agriculture and Natural Resources</th>
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<tbody>
<tr>
<td>☐ Yes</td>
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<tr>
<td>☐ No</td>
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<td>☐ Do not know</td>
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<table>
<thead>
<tr>
<th>Energy</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Yes</td>
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<tr>
<td>☐ No</td>
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<td>☐ Do not know</td>
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<table>
<thead>
<tr>
<th>Public Safety and Security</th>
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<tbody>
<tr>
<td>☐ Yes</td>
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<td>☐ No</td>
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<td>☐ Do not know</td>
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<table>
<thead>
<tr>
<th>Long-Term Community Recovery</th>
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<tbody>
<tr>
<td>☐ Yes</td>
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<tr>
<td>☐ No</td>
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<tr>
<td>☐ Do not know</td>
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<table>
<thead>
<tr>
<th>External Affairs</th>
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<tbody>
<tr>
<td>☐ Yes</td>
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<tr>
<td>☐ No</td>
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<td>☐ Do not know</td>
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<table>
<thead>
<tr>
<th>Volunteer and Donations Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Yes</td>
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<tr>
<td>☐ No</td>
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<tr>
<td>☐ Do not know</td>
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<table>
<thead>
<tr>
<th>Private Sector</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Yes</td>
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<tr>
<td>☐ No</td>
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<tr>
<td>☐ Do not know</td>
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<table>
<thead>
<tr>
<th>Traffic Management</th>
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</thead>
<tbody>
<tr>
<td>☐ Yes</td>
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<tr>
<td>☐ No</td>
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<tr>
<td>☐ Do not know</td>
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<table>
<thead>
<tr>
<th>Military and National Guard</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Yes</td>
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<tr>
<td>☐ No</td>
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<tr>
<td>☐ Do not know</td>
</tr>
</tbody>
</table>

Please note that the wording of these questions may be slightly different in the final version of the online registration form.
45. How has your jurisdiction exercised your Emergency Operations Plan? Check all that apply.

☐ Table-top exercise
☐ Full scale exercise
☐ Drill
☐ Actual response
☐ Have not exercised the plan
☐ Do not know

46. If your jurisdiction has exercised your Emergency Operations Plan, did community members participate in the exercise? [Choose Yes/No/Do not know]

47. If your jurisdiction has exercised your Emergency Operations Plan, when was the last exercise or actual event?

☐ Within the past 12 months
☐ 1-2 years ago
☐ Over 2 years ago
☐ Have not exercised the plan or had an event
☐ Do not know

48. If your jurisdiction has exercised your Emergency Operations Plan, was the plan revised as a result of the exercise or event? [Choose Yes/No/Do not know/Not Applicable]

Volunteer Service

49. Does your Council support a community database or electronic listing of volunteers from your jurisdiction? [Choose Yes/No/Do not know]

50. If you have a database of volunteers, do you track their willingness to deploy outside of the local jurisdiction? [Choose Yes/No/Do not know]

Please note that the wording of these questions may be slightly different in the final version of the online registration form.
51. Does your community conduct background checks on participants in volunteer programs or response efforts? [Choose Yes/No/Do not know]

52. Does your community track skills and credentials of volunteers? [Choose Yes/No/Do not know]

53. Has your jurisdiction ever used volunteer contributions as a soft match requirement for a grant? [Choose Yes/No/Do not know]

54. How are legal protections provided for volunteers?
   - Federal Volunteer Protection Act
   - State Good Samaritan Laws
   - State Legislation protecting volunteer actions
   - Through a Local Agency
   - Not provided
   - Other
   - Do not know

Evaluation and Assessment
55. How does your Council evaluate the impact / success of its efforts? Check all that apply.
   - Conduct surveys
   - Track data collected from existing sources, e.g. crime reports
   - Completed training and certification by individuals and organizations
   - Number of volunteers
   - Number of volunteer hours
   - Anecdotal feedback from government/community leaders
   - Assess performance in exercises
   - Response capabilities in an actual event, e.g. evacuation times, numbers sheltered, number of volunteers
   - Other
   - None of the above
   - Do not know

Please note that the wording of these questions may be slightly different in the final version of the online registration form.
56. What are the top three factors contributing to the success of your Council’s efforts?  
Check three.  
☐ Council leadership  
☐ Council membership  
☐ Staff support  
☐ Regularly scheduled meetings  
☐ Local government support  
☐ State government support  
☐ Funding  
☐ Public interest  
☐ Other  
☐ Do not know

57. What are the top three obstacles to the success of your Council’s efforts?  
Check three.  
☐ Insufficient Funding  
☐ Lack of Council membership involvement  
☐ Lack of public interest  
☐ Lack of staff support  
☐ Lack of local government support  
☐ Infrequent and/or irregular meetings  
☐ Lack of Council leadership  
☐ Insufficient state government support  
☐ Other  
☐ Do not know

58. What are the three areas in which your Council could most use assistance?  
☐ Outreach and communicating with the public  
☐ Conducting drills and exercises  
☐ Data management  
☐ Developing/reviewing local emergency response plans  
☐ Determining the level of risk in your jurisdiction  
☐ Integrating homeland security into emergency plans  
☐ Coordination with state and federal agencies  
☐ Other  
☐ Do not know

59. Please provide any additional information on your Council’s success, challenges, and needs.  
This section is limited to 500 characters.

Please note that the wording of these questions may be slightly different in the final version of the online registration form.
60. Rate the following statement: The Council’s activities have had a positive impact on the safety and resiliency of my community.

☐ Strongly Agree
☐ Agree
☐ Neither Agree nor Disagree
☐ Disagree
☐ Strongly Disagree

Congressional Involvement
61. Have your Congressional representatives ever participated in a community preparedness event or activity in your area?  [Choose Yes/No/Do not know]

Thank you!
Please share any additional practices and good stories about your efforts at http://www.citizencorps.gov/councils/goodstories.shtm Thank you for taking the time to submit information on your Council’s efforts to build community preparedness and resilience. Please remember to keep this information current by updating your information as it changes. Send any comments, questions, and feedback to citizencorps@dhs.gov.