

CORE CAPABILITY DEVELOPMENT SHEETS

The National Preparedness Goal defines the 32 Core Capabilities and can be found at <http://www.fema.gov/national-preparedness-goal>.

MISSION AREA



Mitigation

Reduce the loss of life and property by lessening the impact of future disasters.



1. [Planning](#)



5. [Long-Term Vulnerability Reduction](#)



2. [Public Information and Warning](#)



6. [Risk and Disaster Resilience Assessment](#)



3. [Operational Coordination](#)



7. [Threats and Hazards Identification](#)



4. [Community Resilience](#)

PREPTalks
New perspectives for emergency managers

PrepTalks showcase thought leaders with innovative ideas and approaches to improve many of the Core Capabilities. Each PrepTalk includes a video, discussion slides, and additional resources. For a full list of PrepTalks, visit www.fema.gov/preptalks.



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To provide feedback on the Core Capability Development Sheets, please email us at FEMA-TARrequest@fema.dhs.gov.

Updated: 11/05/19

BUILD AND SUSTAIN THE CORE CAPABILITY



PLANNING

MISSION AREA



Description

Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.

1. Develop approved hazard mitigation plans that address relevant threats/hazards in accordance with the results of their risk assessment within all local, state, tribal, territorial, and Federal partners.

Training

Build or sustain this Core Capability with the example trainings below. Additional trainings for this Core Capability can be found at www.firstrespondertraining.gov/frt/nppcatalog.

COURSE	DELIVERY	DURATION
IS0368: Including People with Disabilities and Others with Access and Functional Needs in Disaster Operations	Online/Distance Learning	2 Hours
MGT-403: Response Planning for People with Access and Functional Needs in Rural America	Mobile/Non-Resident	8 Hours
G0318: Mitigation Planning for Local Governments	Indirect	16 Hours
IS0318: Mitigation Planning for Local and Tribal Communities	Online/Distance Learning	12 Hours
IS0328: Plan Review for Local Mitigation Plans	Online/Distance Learning	4 Hours



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Updated: 11/05/19

BUILD AND SUSTAIN THE CORE CAPABILITY

Capability Targets

Communities use standardized language to set targets that reflect the level of capability they plan to build and sustain. Communities use the same standardized language to measure how much capability they have. Not all standardized targets may be required for all communities. The standardized target for this Core Capability is provided below.

Within every (#) (time), update all emergency operations plans that define the roles and responsibilities of (#) partner organizations involved in incident management across (#) jurisdictions affected, and the sequence and scope of tasks needed to prevent, protect, mitigate, respond to, and recover from events.

Resource Types

The Resource Typing Library Tool (<https://rslt.preptoolkit.fema.gov>) is a searchable database of national resource typing definitions and position qualifications, which can be sorted by primary capability. Examples for this Core Capability are below.

NAME	TYPE	CATEGORY
Planning Section Chief	Job Title/Position Qualification	Incident Management
Geographic Information Systems Map Support Team	Resource Typing Definition	Geographic Info Systems and Info Technology

Partners

Responsibility for capabilities is often shared between many partner organizations, including federal, state, local, tribal, territorial, international and the private sector. More information is available in the National Mitigation Framework at www.fema.gov/media-library/assets/documents/117787.

- ▶ American Planning Association—Provides leadership in the development of vital communities by advocating excellence in planning, promoting education and citizen empowerment, and providing members with the tools and support necessary to meet the challenges of growth and change.
- ▶ Regional, State, and Local Hazard Mitigation Planning Committees—State, local, and tribal governments engage in mitigation planning to identify risks associated with natural disasters and to develop long-term strategies for protecting people and property from future hazard events.
- ▶ The public—Essential to building community-wide support for hazard mitigation planning and actions. The planning and implementation processes should include citizens, civic groups, emergency managers, other government agencies, businesses, environmental groups, and schools.

Validating

Exercises and real-world events validate capabilities and are opportunities to identify areas of success or needs for improvement. Tools to validate your capabilities include:

- ▶ **Homeland Security Exercise and Evaluation Program:** Fundamental principles that frame a common approach. <https://preptoolkit.fema.gov/web/hseep-resources>
- ▶ **National Exercise Program:** The principal mechanism for validating the Core Capabilities. Jurisdictions can receive technical assistance and support from subject matter experts. www.fema.gov/national-exercise-program
- ▶ **Homeland Security Digital Library:** A collection of documents related to homeland security policy, strategy, and organizational management. www.hsdli.org

Additional Information

- ▶ American Planning Association: www.planning.org
- ▶ Beyond the Basics: www.mitigationguide.org
- ▶ FEMA Hazard Mitigation Planning Resources: www.fema.gov/hazard-mitigation-planning-resources
- ▶ Comprehensive Preparedness Guide (CPG) 201: www.fema.gov/media-library/assets/documents/165308



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PUBLIC INFORMATION AND WARNING

MISSION AREA



Description

Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard and, as appropriate, the actions being taken and the assistance being made available.

1. Communicate appropriate information, in an accessible manner, on the risks faced within a community after the conduct of a risk assessment.

Training

Build or sustain this Core Capability with the example trainings below. Additional trainings for this Core Capability can be found at www.firstrespondertraining.gov/frt/npccatalog.

COURSE	DELIVERY	DURATION
AWR-209: Dealing with the Media: A Short Course for Rural First Responders	Mobile/Non-Resident	6 Hours
E0105: Public Information and Warning	Mobile/Non-Resident, Residential	16 Hours
E0157: Hazard Mitigation Community Education and Outreach Specialist Qualifying Course	Residential	26 Hours
E0388: Advanced Public Information Officer	Mobile/Non-Resident, Residential	40 Hours
G0289: Public Information Officer Awareness Training	Indirect	7 Hours
IS0454: Fundamentals of Risk Management	Online/Distance Learning	2 Hours



BUILD AND SUSTAIN THE CORE CAPABILITY

Capability Targets

Communities use standardized language to set targets that reflect the level of capability they plan to build and sustain. Communities use the same standardized language to measure how much capability they have. The standardized target for this Core Capability is provided below.

Within (#) (time) notice of an incident, deliver reliable and actionable information to (#) people affected, including (#) people with access and functional needs (affected) and (#) people with limited English proficiency affected.

Resource Types

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NAME	TYPE	CATEGORY
Public Information Officer	Job Title/Position Qualification	Incident Management

Partners

Responsibility for capabilities is often shared between many partner organizations, including federal, state, local, tribal, territorial, international and the private sector. More information is available in the National Mitigation Framework at www.fema.gov/media-library/assets/documents/117787.

- Agency/office responsible for emergency alerts—Public communication tools are used to disseminate information about serious emergencies. These include the Emergency Alert System, Wireless Emergency Alerts, the Integrated Public Alert & Warning System, and others.
- Regional, State, and Local Hazard Mitigation Planning Committees—State, local, and tribal governments engage in mitigation planning to identify risks associated with natural disasters and to develop long-term strategies for protecting people and property from future hazard events.
- The public—Essential to building community-wide support for hazard mitigation planning and actions. The planning and implementation processes should include citizens, civic groups, emergency managers, other government agencies, businesses, environmental groups, and schools.

Additional Information

- Association of State Floodplain Managers: www.floods.org
- Ready.gov: www.ready.gov
- Comprehensive Preparedness Guide (CPG) 201: www.fema.gov/media-library/assets/documents/165308

Validating

Exercises and real-world events validate capabilities and are opportunities to identify areas of success or needs for improvement. Tools to validate your capabilities include:

- **Homeland Security Exercise and Evaluation Program:** Fundamental principles that frame a common approach. <https://preptoolkit.fema.gov/web/hseep-resources>
- **National Exercise Program:** The principal mechanism for validating the Core Capabilities. Jurisdictions can receive technical assistance and support from subject matter experts. www.fema.gov/national-exercise-program
- **Homeland Security Digital Library:** A collection of documents related to homeland security policy, strategy, and organizational management. www.hSDL.org



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OPERATIONAL COORDINATION

MISSION AREA



Description

Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.

1. Establish protocols to integrate mitigation data elements in support of operations with local, state, tribal, territorial, and insular area partners and in coordination with Federal agencies.

Training

Build or sustain this Core Capability with the example trainings below. Additional trainings for this Core Capability can be found at www.firstrespondertraining.gov/frt/npcatalog.

COURSE	DELIVERY	DURATION
IS0393.b: Introduction to Hazard Mitigation	Online/Distance Learning	1.5 Hours
IS0212.B: Introduction to Unified Hazard Mitigation Assistance (HMA)	Online/Distance Learning	3 Hours
E0213: Unified Hazard Mitigation Assistance: Application Review and Evaluation	Residential	15 Hours



BUILD AND SUSTAIN THE CORE CAPABILITY

Capability Targets

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Within (#) (time) of a potential or actual incident, establish and maintain a unified and coordinated operational structure and process across (#) jurisdictions affected and with (#) partner organizations involved in incident management. Maintain for (#) (time).

Resource Types

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NAME	TYPE	CATEGORY
Incident Management Team	Resource Typing Definition	Incident Management
Hazard Mitigation Operations Team	Resource Typing Definition	Mitigation

Partners

Responsibility for capabilities is often shared between many partner organizations, including federal, state, local, tribal, territorial, international and the private sector. More information is available in the National Mitigation Framework at www.fema.gov/media-library/assets/documents/117787.

- ▶ Association of State Floodplain Managers—Flood hazard specialists of local, state, and Federal government, the research community, the insurance industry, and others involved in floodplain management, flood hazard mitigation, the National Flood Insurance Program, and flood preparedness, warning, and recovery.
- ▶ Regional, State, and Local Hazard Mitigation Planning Committees—State, local, and tribal governments engage in mitigation planning to identify risks associated with natural disasters and to develop long-term strategies for protecting people and property from future hazard events.
- ▶ The public—Essential to building community-wide support for hazard mitigation planning and actions. The planning and implementation processes should include citizens, civic groups, emergency managers, other government agencies, businesses, environmental groups, and schools.

Validating

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- ▶ **Homeland Security Digital Library:** A collection of documents related to homeland security policy, strategy, and organizational management. www.hsdl.org

Additional Information

- ▶ Association of State Floodplain Managers: www.floods.org
- ▶ Natural Hazard Mitigation Association: <http://nhma.info>
- ▶ State Hazard Mitigation Officers: www.fema.gov/state-hazard-mitigation-officers
- ▶ Comprehensive Preparedness Guide (CPG) 201: www.fema.gov/media-library/assets/documents/165308



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COMMUNITY RESILIENCE

MISSION AREA



Description

Enable the recognition, understanding, communication of, and planning for risk, and empower individuals and communities to make informed risk management decisions necessary to adapt to, withstand, and quickly recover from future incidents.

1. Maximize the coverage of the U.S. population that has a localized, risk-informed mitigation plan developed through partnerships across the entire community.
2. Empower individuals and communities to make informed decisions to facilitate actions necessary to adapt to, withstand, and quickly recover from future incidents.

Training

Build or sustain this Core Capability with the example trainings below. Additional trainings for this Core Capability can be found at www.firstrespondertraining.gov/frt/npccatalog.

COURSE	DELIVERY	DURATION
AWR-228: Coastal Community Resilience: Building Resilience from the Inside Out	Mobile/Non-Resident	7 Hours
AWR-310: Natural Disaster Awareness for Community Leaders	Mobile/Non-Resident	4.5 Hours
E0426: Building a Roadmap to Resilience: A Whole Community Training	Mobile/Non-Resident, Residential, Indirect	18 Hours
G0318: Mitigation Planning for Local Governments	Indirect	16 Hours
IS0318: Mitigation Planning for Local and Tribal Communities	Online/Distance Learning	12 Hours



BUILD AND SUSTAIN THE CORE CAPABILITY

Capability Targets

Communities use standardized language to set targets that reflect the level of capability they plan to build and sustain. Communities use the same standardized language to measure how much capability they have. Not all standardized targets may be required for all communities. The standardized targets for this Core Capability are provided below.

Within (#) (time), (#) households are covered by risk-appropriate insurance, including homeowners, flood, windstorm, and seismic. Every (#) (time), conduct (#) outreach events or activities to increase awareness of locally significant threats and hazards to help the residents be more prepared to prevent, protect against, mitigate, respond to, and recover from those events.

Resource Types

The Resource Typing Library Tool (<https://rtlt.preptoolkit.fema.gov>) is a searchable database of national resource typing definitions and position qualifications, which can be sorted by primary capability. An example for this Core Capability is below.

NAME	TYPE	CATEGORY
Hazard Mitigation Officer	Job Title/Position Qualification	Mitigation

Partners

Responsibility for capabilities is often shared between many partner organizations, including federal, state, local, tribal, territorial, international and the private sector. More information is available in the National Mitigation Framework at www.fema.gov/media-library/assets/documents/117787.

- ▶ American Planning Association—Provides leadership in the development of vital communities by advocating excellence in planning, promoting education and citizen empowerment, and providing our members with the tools and support necessary to meet the challenges of growth and change.
- ▶ Association of State Floodplain Managers—Flood hazard specialists of local, state, and Federal government, the research community, the insurance industry, and others involved in floodplain management, flood hazard mitigation, the National Flood Insurance Program, and flood preparedness, warning, and recovery.
- ▶ Regional, State, and Local Hazard Mitigation Planning Committees—State, local, and tribal governments engage in mitigation planning to identify risks associated with natural disasters and to develop long-term strategies for protecting people and property from future hazard events.

Validating

Exercises and real-world events validate capabilities and are opportunities to identify areas of success or needs for improvement. Tools to validate your capabilities include:

- ▶ **Homeland Security Exercise and Evaluation Program:** Fundamental principles that frame a common approach. <https://preptoolkit.fema.gov/web/hseep-resources>
- ▶ **National Exercise Program:** The principal mechanism for validating the Core Capabilities. Jurisdictions can receive technical assistance and support from subject matter experts. www.fema.gov/national-exercise-program
- ▶ **Homeland Security Digital Library:** A collection of documents related to homeland security policy, strategy, and organizational management. www.hsdl.org

Additional Information

- ▶ Association of State Floodplain Managers: www.floods.org
- ▶ FEMA Hazard Mitigation Planning Resources: www.fema.gov/hazard-mitigation-planning-resources
- ▶ State Hazard Mitigation Officers: www.fema.gov/state-hazard-mitigation-officers
- ▶ Comprehensive Preparedness Guide (CPG) 201: www.fema.gov/media-library/assets/documents/165308



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LONG-TERM VULNERABILITY REDUCTION

MISSION AREA



Description

Build and sustain resilient systems, communities, and critical infrastructure and key resources lifelines so as to reduce their vulnerability to natural, technological, and human-caused threats and hazards by lessening the likelihood, severity, and duration of the adverse consequences.

1. Achieve a measurable decrease in the long-term vulnerability of the Nation against current baselines amid a growing population base, changing climate conditions, increasing reliance upon information technology, and expanding infrastructure base.

Training

Build or sustain this Core Capability with the example trainings below. Additional trainings for this Core Capability can be found at www.firstrespondertraining.gov/frt/npccatalog.

COURSE	DELIVERY	DURATION
E0312: Fundamentals of Building Science	Mobile/Non-Resident, Residential	28 Hours
MGT-343: Disaster Management for Water and Wastewater Utilities	Mobile/Non-Resident	16 Hours
MGT-345: Disaster Management for Electric Power Systems	Mobile/Non-Resident	16 Hours
IS0386: Introduction to Residential Coastal Construction	Online/Distance Learning	28 Hours



BUILD AND SUSTAIN THE CORE CAPABILITY

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Every (#) (time), (#) jurisdictions review their building codes, and, if necessary, enact or update risk-appropriate, disaster resilient building codes.

Resource Types

The Resource Typing Library Tool (<https://rtlt.preptoolkit.fema.gov>) is a searchable database of national resource typing definitions and position qualifications, which can be sorted by primary capability. An example for this Core Capability is below.

NAME	TYPE	CATEGORY
Hazard Mitigation Officer	Job Title/Position Qualification	Mitigation

Partners

Responsibility for capabilities is often shared between many partner organizations, including federal, state, local, tribal, territorial, international and the private sector. More information is available in the National Mitigation Framework at www.fema.gov/media-library/assets/documents/117787.

- ▶ American Planning Association—Provides leadership in the development of vital communities by advocating excellence in planning, promoting education and citizen empowerment, and providing members with the tools and support necessary to meet the challenges of growth and change.
- ▶ Regional, State, and Local Hazard Mitigation Planning Committees—State, local, and tribal governments engage in mitigation planning to identify risks associated with natural disasters and to develop long-term strategies for protecting people and property from future hazard events.
- ▶ National Institute of Standards and Technology Community Resilience Panel—Reduces barriers to achieving community resilience by promoting collaboration to strengthen the resilience of buildings, infrastructure, and social systems upon which communities rely.

Validating

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- ▶ **Homeland Security Exercise and Evaluation Program:** Fundamental principles that frame a common approach. <https://preptoolkit.fema.gov/web/hseep-resources>
- ▶ **National Exercise Program:** The principal mechanism for validating the Core Capabilities. Jurisdictions can receive technical assistance and support from subject matter experts. www.fema.gov/national-exercise-program
- ▶ **Homeland Security Digital Library:** A collection of documents related to homeland security policy, strategy, and organizational management. www.hsdl.org

Additional Information

- ▶ FEMA Hazard Mitigation Planning Resources: www.fema.gov/hazard-mitigation-planning-resources
- ▶ Natural Hazard Mitigation Association: <http://nhma.info>
- ▶ NIST Community Resilience: www.nist.gov/topics/community-resilience
- ▶ Comprehensive Preparedness Guide (CPG) 201: www.fema.gov/media-library/assets/documents/165308



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RISK AND DISASTER RESILIENCE ASSESSMENT

MISSION AREA



Description

Assess risk and disaster resilience so that decision makers, responders, and community members can take informed action to reduce their entity's risk and increase its resilience.

1. Ensure that local, state, tribal, territorial, and insular area governments and the top 100 Metropolitan Statistical Areas complete a risk assessment that defines localized vulnerabilities and consequences associated with potential natural, technological, and human-caused threats and hazards to their natural, human, physical, cyber, and socioeconomic interests.

Training

Build or sustain this Core Capability with the example trainings below. Additional trainings for this Core Capability can be found at www.firstrespondertraining.gov/frt/npccatalog.

COURSE	DELIVERY	DURATION
E0102: Science for Disasters	Mobile/Non-Resident, Residential	24 Hours
E0167: Core Principles for Hazard Mitigation Hazard Performance Analysis Specialists	Mobile/Non-Resident, Residential	28 Hours
E0170: Hazus-MH for Hurricane	Mobile/Non-Resident, Residential	28 Hours
IS0164: HM Hazards and Performance Analysis (HPA) in Disaster Operations	Online/Distance Learning	8 Hours
IS0386: Introduction to Residential Coastal Construction	Online/Distance Learning	28 Hours
MGT-310: Jurisdictional Threat and Hazard Identification and Risk Assessment	Mobile/Non-Resident	6 Hours
L0299: Risk MAP Process and Tools	Mobile/Non-Resident	4 Hours



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Updated: 11/05/19

BUILD AND SUSTAIN THE CORE CAPABILITY

Capability Targets

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Every (#) (time), after identifying threats and hazards of concern, model the impacts of (#) threat and hazard scenarios to incorporate into planning efforts.

Resource Types

The Resource Typing Library Tool (<https://rtlt.preptoolkit.fema.gov>) is a searchable database of national resource typing definitions and position qualifications, which can be sorted by primary capability. An example for this Core Capability is below.

NAME	TYPE	CATEGORY
Hazard Mitigation Risk Analyst	Job Title/Position Qualification	Mitigation

Partners

Responsibility for capabilities is often shared between many partner organizations, including federal, state, local, tribal, territorial, international and the private sector. More information is available in the National Mitigation Framework at www.fema.gov/media-library/assets/documents/117787.

- ▶ Hazus User Groups—Network of organizations that use Hazus software for risk assessment activities throughout the Nation. Hazus user group members include emergency managers, geospatial information system specialists, geologists, state and local planners, and consultants.
- ▶ Regional, State, and Local Hazard Mitigation Planning Committees—State, local, and tribal governments engage in mitigation planning to identify risks associated with natural disasters and to develop long-term strategies for protecting people and property from future hazard events.
- ▶ The public—Essential to building community-wide support for hazard mitigation planning and actions. The planning and implementation processes should include citizens, civic groups, emergency managers, other government agencies, businesses, environmental groups, and schools.

Validating

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- ▶ **Homeland Security Digital Library:** A collection of documents related to homeland security policy, strategy, and organizational management. www.hsdl.org

Additional Information

- ▶ Hazard Identification and Assessment: www.fema.gov/hazard-identification-and-risk-assessment
- ▶ Hazus User Groups: www.fema.gov/hazus-user-groups
- ▶ State Hazard Mitigation Officers: www.fema.gov/state-hazard-mitigation-officers
- ▶ Comprehensive Preparedness Guide (CPG) 201: www.fema.gov/media-library/assets/documents/165308



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THREATS AND HAZARDS IDENTIFICATION

MISSION AREA



Description

Identify the threats and hazards that occur in the geographic area; determine the frequency and magnitude; and incorporate this into analysis and planning processes so as to clearly understand the needs of a community or entity.

1. Identify the threats and hazards within and across local, state, tribal, territorial, and insular area governments and the top 100 Metropolitan Statistical Areas, in collaboration with the whole community, against a national standard based on sound science.

Training

Build or sustain this Core Capability with the example trainings below. Additional trainings for this Core Capability can be found at www.firstrespondertraining.gov/frt/nppcatalog.

COURSE	DELIVERY	DURATION
AWR-331: Winter Weather Hazards: Science and Preparedness	Mobile/Non-Resident	8 Hours
E0167: Core Principles for Hazard Mitigation Hazard Performance Analysis Specialists	Mobile/Non-Resident, Residential	28 Hours
E0170: Hazus-MH for Hurricane	Mobile/Non-Resident, Residential	28 Hours
E0172: Hazus-MH for Flood	Mobile/Non-Resident, Residential	28 Hours
E0313: Basic Hazus-MH	Mobile/Non-Resident, Residential	28 Hours
IS0318: Mitigation Planning for Local and Tribal Communities	Online/Distance Learning	12 Hours
MGT-310: Jurisdictional Threat and Hazard Identification and Risk Assessment	Mobile/Non-Resident	6 Hours



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Every (#) (time), engage with (#) jurisdictions and (#) partner organizations involved in incident management to assess the threats and hazards that are realistic and would significantly impact your communities.

Resource Types

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NAME	TYPE	CATEGORY
Hazard Mitigation Risk Analyst	Job Title/Position Qualification	Mitigation

Partners

Responsibility for capabilities is often shared between many partner organizations, including federal, state, local, tribal, territorial, international and the private sector. More information is available in the National Mitigation Framework at www.fema.gov/media-library/assets/documents/117787.

- ▶ Hazus User Groups—Network of organizations that use Hazus software for risk assessment activities throughout the Nation. Hazus user group members include emergency managers, geospatial information system specialists, geologists, state and local planners, and consultants.
- ▶ Regional, State, and Local Hazard Mitigation Planning Committees—State, local, and tribal governments engage in mitigation planning to identify risks associated with natural disasters and to develop long-term strategies for protecting people and property from future hazard events.
- ▶ State and Major Urban Area Fusion Centers—Focal points for the receipt, analysis, gathering, and sharing of threat-related information between partners.

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Additional Information

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- ▶ Hazus User Groups: www.fema.gov/hazus-user-groups
- ▶ State Hazard Mitigation Officers: www.fema.gov/state-hazard-mitigation-officers
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