



**[JURISDICTION] CATASTROPHIC
EARTHQUAKE DONATIONS
MANAGEMENT PLAN
WORKSHOP**

[DATE]

[Jurisdiction
Logo (insert on
slide master)]



OPENING, INTRODUCTIONS, & OVERVIEW

[Jurisdiction
Logo (insert on
slide master)]

WELCOME AND HOUSEKEEPING

- Sign In, Workshop Materials
- Restrooms
- Silence cell phones
- Emergencies
- Breaks



INTRODUCTIONS

- Facilitators
- Participants



WORKSHOP SCHEDULE

[Date]

9:30 – 10:00	Registration
10:00 – 10:15	Opening and Introductions
10:15 – 10:45	Module 1: Plan Overview
10:45 – 12:00	Module 2: Objectives 1 and 2
10:45 – 11:25	Objective 1: Roles and Responsibilities
11:25 – 12:00	Objective 2: Incident Organization and Coordination
12:00 – 12:30	Working Lunch
12:30 – 1:45	Module 3: Objectives 3 and 4
12:30 – 1:10	Objective 3: Information Management
1:10 – 1:45	Objective 4: Public Relations
1:45 – 2:15	Module 4: Review and Findings
2:15 – 2:30	Participant Feedback



WORKSHOP MANUAL

[insert image of Workshop Manual
Cover]



WORKSHOP PURPOSE

- Conduct a systematic review of the [Jurisdiction] Catastrophic Donations Management Plan.



WORKSHOP PURPOSE (CONT.)

- To familiarize workshop participants with critical elements discussed in the [Jurisdiction] Donations Management Plan
- To review and/or evaluate critical elements and concepts presented in the Plan
- To identify gaps and areas for improvement for Plan revisions and future planning efforts



WORKSHOP OBJECTIVES

1. Evaluate the roles and responsibilities of critical agencies and organizations in relation to the non-governmental organizations that manage and use both monetary and in-kind donations.
2. Evaluate the methods described for coordination between the State-Regional Donations Coordination Team and non-government agencies that provide service at the local level.
3. Evaluate the management of information related to the needs of organizations and individuals, as well as the actual handling of donated goods and money.
4. Evaluate the coordination of public information, including:
 - Various sources of that information
 - Strategies for maintaining consistency of public messages



WORKSHOP STRUCTURE

- Workshop will be an interactive, facilitated discussion, organized by modules
- Modules will not be presented chronologically to mirror the scenario event; rather, they will support objectives formulated to verify accuracy and consistency of the Plan and the operational elements necessary to carry out donations management operations
- Participants will be introduced to Objectives and Discussion Points that support those objectives and will be asked to respond to facilitated questions



WORKSHOP GUIDELINES

- Primary goal of the workshop forum is to ensure that the coordination, resource-requesting and decision-making processes are accurately described
- Emphasis is on identifying potential inaccuracies or gaps and resolving them through discussion
- Developing solutions should be the focus
- Participation based on knowledge of existing plans and capabilities, and insights is encouraged



WORKSHOP GUIDELINES (CONT.)

- Decisions are not precedent-setting; the workshop is an opportunity to present and discuss multiple options and possible solutions
- Support from other responders and agencies is assumed
- Scenario, objectives, and assumptions serve as the basis for discussion
- Goal is to review elements of the plans, not to validate the scenario or the HAZUS estimates





MODULE 1: OVERVIEW OF THE [**JURISDICTION**] CATASTROPHIC EARTHQUAKE DONATIONS MANAGEMENT PLAN

[Jurisdiction
Logo (insert on
slide master)]

PLAN OVERVIEW

- Definitions:
 - ***Donations***: For the purposes of this plan, refers to all donations both monetary and in kind, Monetary donations are financial contributions from donors designed for disaster response, relief, and recovery.
 - ***In-kind donations***: Include all non-monetary donations designed for disaster response, relief, and recovery.



PLAN OVERVIEW (CONT.)

- The Plan provides donation-related details for:
 - Managing, allocating, and tracking monetary donations in [[Jurisdiction](#)]
 - Receiving, managing, warehousing, distributing, and tracking of in-kind donations
 - Applying the Incident Command System (or another suitable structure) for donations management operations
 - Coordinating local, regional, State and Federal agencies and NGOs that have a role in donations management



PLAN STRUCTURE

- **Main Body:** presents the core planning principles and operational elements for donations management operations in the response to the earthquake.

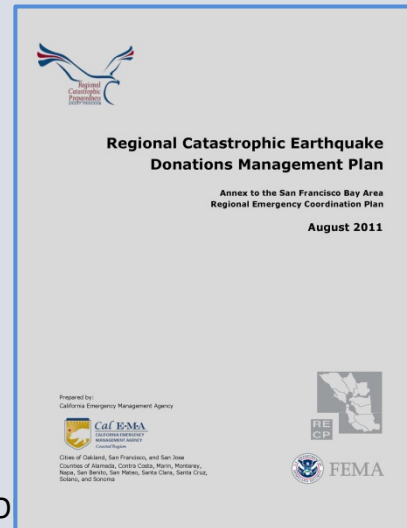
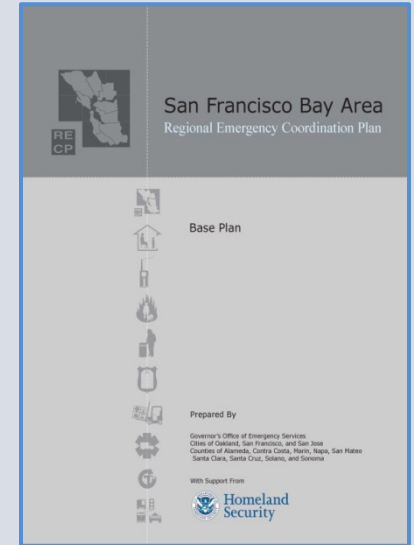


PLAN STRUCTURE (CONT.)

- **Appendix A:** Glossary and Terms
- **Appendix B:** Maps
- **Appendix C:** Scenario and Assumptions Details and HAZUS Description
- **Appendix D:** Checklists
- **Appendix E:** Sample Press Releases and Public Information Announcements
- **Appendix F:** Sample Memoranda of Understanding/Memoranda of Agreement
- **Appendix G:** FEMA/NVOAD Brochure—How To Donate Successfully
- **Appendix H:** [[Jurisdiction](#)] In-Kind Donations Coordination Team List
- **Appendix I:** [[Jurisdiction](#)] Monetary Donations Coordination Team List



PLAN RELATIONSHIPS



[JURISDICTION – UPDATE ON MASTER SLIDE] DONATIO

CATASTROPHIC EARTHQUAKE SCENARIO

- The plan is based on a catastrophic earthquake scenario
- The scenario used for planning purposes is a recurrence of the 1906 moment magnitude (**M**) 7.9 earthquake on the northern segment of the San Andreas fault.



EARTHQUAKE CHARACTERISTICS

- Main shock lasts 45 to 60 seconds
- Epicenter is just outside the entrance to the San Francisco Bay, west of the Golden Gate Bridge
- Earthquake ruptures approximately 300 miles of the northern segment of the San Andreas Fault
- Threats and hazards resulting from the main shock are aggravated or recur during aftershocks, which continue for months after the main shock



REGIONAL IMPACTS

- 300,000 people seeking shelter
- 500,000 households without electricity
- 1.8 million households without potable water
- 7,000 fatalities
- 50 million tons of debris
- More than 1 million people requiring transportation assistance because of hazardous conditions or dislocation



REGIONAL IMPACTS (CONT.)

- Threats and hazards resulting from shaking, surface fault rupture, and liquefaction include:
 - Structural and nonstructural damage to buildings and infrastructure
 - Widespread fires
 - Subsidence and loss of soil-bearing capacity
 - Displacement along the San Andreas Fault
 - Widespread landslides
 - Hazardous materials spills and incidents
 - Dam/levee failure, resulting in flooding
 - Civil disorder



DONATIONS MANAGEMENT ASSUMPTIONS

[Enter the assumptions identified in your Donations Management Plan. The assumptions are used to enhance the scenario description and provide a basis for the discussion]





MODULE 2: OBJECTIVES 1 AND 2

[Jurisdiction
Logo (insert on
slide master)]

OBJECTIVES 1 AND 2

Discussion Time: Approximately 1 Hour and 15 Minutes

- **Objective 1: Roles and Responsibilities** - evaluate the roles and responsibilities of critical agencies and organizations in relation to the non-governmental organizations that manage and use both monetary and in-kind donations.
- **Objective 2: Incident Organization and Coordination** - evaluate the methods described for coordination between the State-Regional Donations Coordination Team and non-government agencies that provide service at the local level.





BEGIN WORKING LUNCH 30 MINUTES

[Jurisdiction
Logo (insert on
slide master)]



MODULE 3: OBJECTIVES 3 AND 5

[Jurisdiction
Logo (insert on
slide master)]

OBJECTIVES 3 AND 4

Discussion Time: Approximately 1 Hour and 15 Minutes

- **Objective 3: Information Management** - evaluate the management of information related to the needs of organizations and individuals, as well as the actual handling of donated goods and money.
- **Objective 4: Public Relations** - evaluate the coordination of public information, including:
 - Various sources of that information
 - Strategies for maintaining consistency of public messages





MODULE 4: REVIEW AND FINDINGS

[Jurisdiction
Logo (insert on
slide master)]

REVIEW AND FINDINGS

- Reviewed Concepts
- Strengths
- Identified Gaps or Areas for Improvement



NEXT STEPS

- Complete Participant Feedback Forms
- [Next steps may include: the development of an After Action Report, an After Action Meeting, additional workshops or working groups, and revisions to the Plan]





THANK YOU!

**Please leave your completed Participant
Feedback Forms on the tables.**

PROJECT POINTS OF CONTACT

[Agency Name]

[Name of Contact]

[Title/Position]

[Phone Number]

[Email]

[Agency Name]

[Name of Contact]

[Title/Position]

[Phone Number]

[Email]

[Jurisdiction
Logo (insert on
slide master)]