**Natural Disasters**

\*This section is intended to provide you with a plan to respond to natural disasters. These include events you can see coming, such as hurricanes or ice storms. This can be both a general plan and adapted as necessary to prepare for individual weather events.

**Response Team**

*Who will be involved in responding to this emergency? This is likely to be members of the leadership team (pull from general information) as well as any appointed to coordinate responses specific to natural disasters. Include specific roles, phone numbers and email addresses.*

**Name** **Phone Number** **Email Address**

1.

2.

3.

4.

5.

**Goals and Priorities**

*What are your goals and priorities when a natural event is expected? Sample goals might include ensuring the safety of older and disabled members of the congregation; providing an effective relief ministry to the local community after a disaster; protecting valuable church assets; reestablishing Sunday services as soon as possible post-disaster.*

1.

2.

3.

**Response partnerships**

*If you have formed local relationships or partnerships to respond to emergencies together, list all contacts, contact roles and information here.*

1.

2.

**Communication Methods**

*What channels will you use to share information and updates? Website? Social media? Email? Texts? Be sure to include who will be the distribution primary and backup, as well as communications expectations if all power is lost. If login information is needed, be sure all who may need it, has it.*

1.

2.

3.

4.

5.

**Insurance and other important information for church property**

*This is a good place to list insurance companies, policy numbers and contact information. Pull from general information (Module 1)*

**Valuables that need to be secured:**

**Steps to secure property/church grounds (include supplies needed to do so, what is on hand and where it is located):**

**Do you have parishioners at risk? How are you checking in with them if you can lend assistance? List parishioners who may need special care and attention.**

|  |  |  |
| --- | --- | --- |
| **Parishioner** | **Contact Notes** | **Needs** |
| *Parishioner A* | Betty Jones  Called [date]; parishioner requested/is fine/has support; follow up notes | *Difficulty evacuating. Medical conditions. Can’t lay in supplies.* |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Special considerations:**

*If you are expecting to serve as an emergency shelter or post-event response site, include preparation needs and plans here or in more detail as an appendix.*

Sample Timeline

These are very broad guidelines on steps to take ahead of, during and immediately after the event. It is recommended that, if helpful, you break it down to a day-by-day checklist (including specific times if necessary) in order to reduce the need to think it through as it happens.

**5-7 days ahead of storm (note who will be responsible for each checklist item)**

*\*Note: if you expect to serve as an emergency shelter or post-event response site, be sure to include all steps that pertain to those roles as well.*

* Coordinate with all response team members on plan for preparing, communication and post-storm response
* Communicate with staff plans in place and any necessary expectations, contact info, etc.
* Create messaging templates that can be quickly adapted to incorporate real-time developments
* Start communicating with congregation on how you are planning to respond and will stay in touch
* Share resources that can help parishioners prepare
* Look for communications from the Diocese; responds/participate as needed
* Begin/implement preparations for securing church property
* Check in with parishioners who may need assistance; help with preparation if possible

**1-5 days ahead of storm**

* Continue to track storm
* Continue communications with congregation
* Continue social media updates (as necessary)
* Continue preparations to secure church

**During storm:**

* Wait for storm
* Stay safe
* Maintain communications as possible
* Respond to diocesan Alert Media check-ins

**Day following storm**

* If safe, assess damage
* Respond to diocesan requests for status updates

**1-3 days following storm**

* Continue assessing damage; create response plan
* Contact insurance companies as needed
* Continue communicating with congregation
* Utilize responses resources available
* If no damage to church or property, assess need in local community and develop response (if able)

Beyond the initial response, determine longer-term needs both for your church and local community.

**Post-Storm Resources**

**Diocese of North Carolina (**[**episdionc.org**](http://www.episdionc.org)**)**

*The diocese stands ready to assist as possible with post-storm needs. It is recommended that you include here the name and contact information of at least your regional canon or missioner as well as any links from the diocesan website that might prove useful.*

**Episcopal Relief & Development (**[**https://www.episcopalrelief.org/what-we-do/us-disaster-program/**](https://www.episcopalrelief.org/what-we-do/us-disaster-program/)**)**

*Episcopal Relief & Development helps The Episcopal Church leaders prepare for and recover from disasters by building on existing community ministries and partnerships. We:*

* + Provide **tools** to coordinate volunteers, map assets and prepare for disasters
  + **Link** disaster responders to share knowledge and experience
  + Deliver needed resources through **grants and accompaniment (the Diocese can help coordinate this for you)**

**Local resources (groups, organizations, responders):**

**Contractors/Repairs:**