

**DISASTER RESPONSE COMMITTEE OVERVIEW**

**MISSION**

Provide funds, supplies and recovery operations to alleviate suffering caused by natural disasters and help communities throughout District 6490 rebuild by providing operations, funds and supplies where needed.

**PURPOSE**

Provide access to the information and tools necessary to allow each Club and each Rotarian in District 6490 the ability to serve, through financial/supply donations and hands-on service, during and after a disaster.

**OBJECTIVES**

1. Using an all-hazard approach, provide a framework for addressing general functions that may need to be performed during any disaster.
2. Integrate the efforts of all Clubs within District 6490 to create a regional resource for response and relief efforts.
3. Assist each Club and each Rotarian in District 6490 in developing Club and personal plans for disaster preparedness and response.

**DISASTER RESPONSE COMMITTEE (DRC)**

The District 6490 Disaster Response Committee (DRC) will initiate disaster response and relief operations in response to a disaster, catastrophic incident, or incident of national significance that has impacted District 6490, or beyond the District. The DRC will also coordinate district response to international events in cooperation with Rotary International. The District DRC will determine what types of aid will be initiated for the identified disaster as requested by the authority having jurisdiction. The DRC shall be composed of members appointed by the District Governor and/or DRC Chair to include representation from the District Governor line, the District Charities Administrator/Treasurer, and other Rotarians from throughout the district with various levels of related expertise. The District Governor shall appoint a chairperson(s). Additional Rotarians may serve on sub-committees that support efforts of the DRC.

**DUTIES AND RESPONSIBILITIES OF THE DISASTER RESPONSE COMMITTEE (DRC)**

*Rotarians are not first responders. We are a group of volunteers who will be number two to provide support after first responders have stabilized the affected area and identified specific needs. Our efforts will be coordinated with local, state and federal emergency services.*

1. Meet at least two times each year and be responsible for planning and coordinating the district’s response to disasters in District 6490 and beyond. Record minutes of all meetings.
2. Complete training in the National Incident Management System (NIMS) to a minimum of ICS-200, *Basic Incident Command System for Initial Response.*
3. Develop a comprehensive disaster preparedness plan and revise as needed to be responsive to future disasters.
4. Consider/approve requests from Rotary Clubs for disaster response assistance in the form of funds, supplies, equipment, volunteers and any other resources available to the District.
5. Oversee, along with the District Charities Administrator/Treasurer, all of the funds to be used for disaster response and relief.
6. Write grants, ensuring that district funds are applied for within a specific time. Rotary grant applications must be completed within five days of a disaster.
7. Solicit individual Clubs within the District for specific materials, monies or services needed to assist with the District’s disaster response efforts.
8. Designate specific individuals within the DRC who can be contacted by the District Clubs in the event of a disaster. This contact information will be provided to all District Clubs.
9. Provide training and assist district clubs to identify a Club Coordinator and develop a Club Disaster Response Plan.

**SUB-COMMITTEES OF DISTRICT DISASTER RESPONSE COMMITTEE (DRC)**

The DRC will appoint additional District Rotarians to sub-committees to support planning and response operations as noted.

1. Resources Sub-Committee
	1. Assist Clubs with encouraging individual members to enter inventory, skills and training information into the DACdb Disaster Response module (“My DATA”, “Edit Member”, “DR”)
	2. Maintain catalog of resources in the District that might be used in response to a disaster
	3. Maintain catalog of the facilities in the District that might be used in response to a disaster
	4. Identify locations/disaster trailers in the designated regional hubs throughout the District for storing emergency response equipment and supplies. (Hubs: Bloomington, Champaign, Danville, Lincoln and Mattoon)
	5. Maintain catalog of available options for transporting resources to disaster locations
	6. Establish pre-disaster contracts for provision of resources where possible
	7. Coordinate with Clubs and volunteers as needed
2. Partnerships Sub-Committee
	1. Build relationships with Illinois Voluntary Organizations Active in Disaster (VOAD)
	2. Meet with governmental emergency management agencies; Sign Memorandums of Understanding
	3. Identify agencies and organizations to partner with during disaster response and recovery:

Regional organizations active in disaster response; Retail outlets for equipment and supplies; Identify opportunities for grants (Home Depot Foundation, for example)

1. Communications/Public Information Sub-Committee
	1. Maintain District 6490 Disaster Response Committee web page
	2. Manage communications with District Leadership/Membership
	3. Manage communications with Zone Leadership
	4. Manage public communications with local media
	5. “Tell the story” of Rotary’s involvement in disaster response/recovery
	6. Assist the Charities/Finance Sub-committee with publishing reports to District and donor stakeholders.
2. On-Site Coordination/Logistics Sub-Committee
	1. Assist with operations of on-site Volunteer Center(s) and Donation Center(s) in cooperation with local emergency management authorities
	2. Assess situation and advise DRC as to current conditions and what services/resources are needed
	3. Update as conditions change and move from disaster response to recovery
3. Charities/Finance Sub-Committee
	1. Establish procedure for accepting donations through various means including online ‘Donate Now” option
	2. Receive and acknowledge donations
	3. Establish clear criteria for project district grant proposals
	4. Review project requests from Rotary Clubs/Districts for response and recovery funds
	5. Oversee stewardship of funds and require/accept final reports of expenditures from recipients
	6. File all reports as required
	7. Report to District and Donors on activities undertaken
4. Grants Sub-Committee
	1. Be well-versed in Rotary Disaster Response Grants, Global Grants, and grant writing
	2. Prepare and submit grants as requested by the District Governor and DRC
	3. Manage follow-up reporting on grants received
5. Education Sub-Committee
	1. Educate Clubs regarding District Disaster Response Plan
	2. Assist Clubs with developing Club Disaster Response Plans
	3. Provide emergency preparedness training for all District Rotarians, including personal disaster response plans so that all are prepared to help others if disaster strikes in our home communities

**HOW YOU CAN HELP!**

* Document your inventory, skills and training information in DACdb “My DATA”, “Edit Member”, “DR”.
* Help develop your Club Disaster Response Plan. Volunteer to serve as your Club’s Disaster Response Coordinator.
* Be mindful of your own personal preparedness for a disaster. The better prepared we are, the more we’ll be able to help others if disaster strikes.
* ***Volunteer your time and talents to serve on one of the DRC Sub-Committees. We need you!!***

***Contact DRC Co-Chairs: John Calderon @*** ***johnc@dndcillinois.com*** ***or Tina Stovall @*** ***tstovall6635@gmail.com***

***11/12/23***