

REQUEST FOR PROPOSAL (RFP)

For

**CERT / LISTOS Target County Support RFP**

**RFA# EP18-005**

**April 16, 2019**

State of California



1400 10<sup>th</sup> Street, 2<sup>nd</sup> Floor  
Sacramento, CA 95814

Written Proposals Due at the  
California Volunteers Office  
No Later Than:

**May 13, 2019**

**FAXES and EMAIL WILL NOT BE ACCEPTED IN LIEU OF PROPOSALS**

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## **BACKGROUND**

California Volunteers (CV), Office of the Governor, addresses community and state challenges by investing in high impact service solutions, while leveraging public, private, and nonprofit partnerships and resources. Through AmeriCorps, Disaster Volunteering, and Community Partnerships, California Volunteers transforms small investments into big community impact.

Led by Karen Baker, State of California Chief Service Officer, California Volunteers is supported by a 25-member Commission appointed by the Governor.

Through recent legislation, AB 72 appropriates \$50 million to fund the California For All Emergency Preparedness Campaign to bolster statewide disaster resilience, of which the California Office of Emergency Services will distribute \$20 million and California Volunteers will distribute \$30 million. The California For All Emergency Preparedness Campaign empowers community-based organizations to provide emergency preparedness education and resources to California's most vulnerable populations, which can be described by social vulnerability factors, including social isolation, poverty, language barriers, and other access and functional needs and challenges. California Volunteers is looking to fund projects focused on increasing the emergency preparedness and resilience for communities and individuals throughout the state. This supports the statewide objective to reach the Campaign benchmark of engaging one million Californians in emergency preparedness.

## **Eligible Applicants**

- City or County Offices of Emergency Services (Local OES) in one of the following six counties: Fresno, Lake, Riverside, San Bernardino, Shasta, Tulare.
  - If the Local OES declines to apply for this grant funding, the Local OES can delegate their application eligibility to either of the two organization types below. In this case, the Local OES must provide on agency letterhead a letter of support to accompany the organization's grant application.
  - A nonprofit organization with 501(c)3 status serving communities in one of the six identified counties and must be:
    - Registered and current in reporting with the Attorney General's Registry of Charitable Trusts.
    - Listed in good standing with both the California Secretary of State and the California Franchise Tax Board
  - A valid Sponsoring Agency for a CERT program according to FEMA and State guidance. Sponsoring agencies include local government agencies, tribal governments, first responder agencies, local government with disaster preparedness and/or response responsibilities, and higher education campuses (Attachment A).

## **PURPOSE OF THIS REQUEST FOR PROPOSALS**

The purpose of this Request for Proposal is to provide up to \$2 million in grant funds to support CERT and LISTOS programs in the counties of Fresno, Lake, Riverside, San Bernardino, Shasta, and Tulare.

The Applicant must utilize grant funding to support both CERT and LISTOS programs.

**Grant funds may be used for the following:**

**CERT Program**

- Staffing
- CERT Personal Protective Equipment, including California For All (CFA) CERT helmet and vest (Attachment B).
- Instructor stipends and travel support
- Training equipment, supplies, and materials
- Logistical support for training and workshops (food is not allowable with grant funds)
- Preparedness, CERT, and LISTOS training and workshops
- Travel for program managers/coordinators and instructors to attend Preparedness, CERT, and LISTOS training, meetings, workshops
- Countywide Disaster Drill
- Volunteer Appreciation & Recognition Event (food is not allowed with grant funding)

**Funding may also support**

- Background checks per the CFA requirements (see Attachment C).
- Liability coverage for medical expenses should the volunteer be injured during a preparedness engagement (see Attachment D)
- Development of a countywide CERT mutual aid program
- Development of a County CERT Council or CERT Coordination Group
- Disaster response deployment costs for CERT Volunteers

**LISTOS Program**

- Staffing
- Personal Protective Equipment
- Instructor stipends and travel support
- Training equipment, supplies, and materials
- Logistical support for training and workshops (food is not allowed with grant funding)
- Preparedness, CERT, and LISTOS training and workshops
- Travel for program managers/coordinators and instructors to attend Preparedness, CERT, and LISTOS training, meetings, workshops
- Volunteer Appreciation & Recognition Event (food is not allowed with grant funding)

**Staffing**

The Applicant may use grant funding to hire staff in order to manage both CERT and LISTOS programs.

**CERT and LISTOS Volunteer Personal Protective Equipment (PPE) (Attachment B)**

Programs may use this grant funding to provide additional PPE as needed for their CERT and LISTOS volunteers, including CERT and LISTOS volunteers not part of this grant request.

**CERT Volunteer Background Check (Attachment C)**

All CERT Volunteers supported by this grant funding and whom the Applicant intends to deploy for disaster response activities are required to have California Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) background checks in compliance with the California For All Background Check Requirements (Attachment C). Programs may use this grant funding to provide background checks for CERT Volunteers in their program not included in this grant request.

### **CERT Volunteer Preparedness Activities Liability Coverage (Attachment D)**

If Applicant engages CERT volunteers in preparedness activities or deploys CERT volunteers for disaster response with this grant funding, Applicant must at a minimum provide liability coverage for medical costs for the CERT volunteers who are part of this grant.

Please note that this coverage can supplement the California Disaster Service Worker Volunteer Program (DSWVP), which does not cover preparedness activities. There is, however, no requirement for Programs to use the DSWVP administered through Cal OES or to purchase workers' compensation coverage for the CERT Volunteers. Programs can use the grant funding to provide liability coverage for additional CERT volunteers in their program.

**Disaster Response.** If Applicant intends to deploy CERT volunteers for disaster response activities, Applicant must also provide medical liability coverage for these volunteers.

### **CERT and LISTOS Training**

CERT and LISTOS programs may use grant funding to provide for printing of training manuals and materials; instructor stipends and travel support; training equipment, supplies, and materials; logistical support for training and workshops (food is not allowed with grant funding); travel for program managers/coordinators and instructors to attend Preparedness, CERT, and LISTOS training, meetings, and workshops. Training can include CERT Basic training, advanced CERT modules, first-aid/CPR, and Incident Command System for your volunteers.

### **CERT Countywide Drill**

Applicant must develop and hold at a minimum one CERT Countywide Drill that involves at least 50 participants and involves at least four skill refreshers based on the FEMA CERT curriculum.

### **CERT and LISTOS Support for California For All Emergency Preparedness Campaign**

In addition, CERT and LISTOS Programs may be asked to partner with local community-based organizations that have been funded through another California For All Emergency Preparedness Campaign grant to conduct outreach and emergency preparedness training for vulnerable populations, utilizing the California For All Emergency Preparedness Public Outreach and Education Campaign materials.

### **Equipment**

Allowable equipment includes items that support the in-person training sessions to include but not be limited to laptops, software, projectors, portable screen, and speaker system.

### **FUNDING ALLOCATIONS**

Individual allocations are determined using a base amount of \$250,000 and \$.334 per each individual identified as experiencing extreme social vulnerability.

County population figures are determined using the Department of Finance estimates as of January 1, 2018.

Extreme social vulnerability is defined as the number of population per county considered in extreme vulnerability associated with either fire, flood, or earthquake hazard, whichever is highest. The methodology for determining extreme vulnerability for the three hazards can be found in the 2018 State Hazard Mitigation Plan, Appendix N, "GIS Risk Exposure Analysis Methodology."

County	Number of People Identified as Extreme Social Vulnerability
Fresno	225,614
Lake	10,710
Riverside	369,534
San Bernardino	681,484
Shasta	9,101
Tulare	196,726

Applicants may apply for up to the amount indicated on the Program Funding Chart below for the 18-month Grant Subaward performance period. Applicants are encouraged to apply only for the amount needed to implement the objectives of the Program.

**Applicant must dedicate 25 percent of the total funding to support LISTOS Program development and enhancement activities.**

Program Funding Chart			
County	Base Amount	Extreme Social Vulnerability	Total
Fresno	\$250,000	\$75,355	325,355
Lake	\$250,000	\$3,577	253,577
Riverside	\$250,000	\$123,424	373,424
San Bernardino	\$250,000	\$227,616	477,616
Shasta	\$250,000	\$3,040	253,040
Tulare	\$250,000	\$65,706	315,706
<b>Total</b>	<b>\$1,500,000</b>	<b>\$498,718</b>	<b>\$1,998,7218</b>

**SCOPE OF WORK**

Applicant must support both CERT and LISTOS programs. This includes hiring staff who will manage all aspects of both programs. The Applicant will conduct training sessions and workshops, including providing logistical and administrative support and arranging for instructors and their travel and stipends.

For **CERT**, Applicant will, at a minimum, hold one CERT Train-the-Trainer training, one CERT Program Manager training, and one Countywide Disaster Drill.

The **LISTOS** program will, at a minimum, hold five LISTOS training sessions and train a minimum of 100 individuals.

For both CERT and LISTOS Programs, Applicant will purchase equipment, supplies, and materials to support training sessions, workshops, and drills as well as personal protective equipment for volunteers. Applicant will, at a minimum, convene one countywide disaster workshop, utilizing the materials and resources developed by the California For All Emergency Preparedness Public Outreach and Education Campaign. The Campaign will provide a one-hour preparedness curriculum (this will be available in multiple languages), messaging, and advertising for this effort. The Campaign also will produce educational materials that will be available to complement Applicant’s training and outreach efforts.

**Responses to this RFA** will be evaluated based on the total application, and award, if made, will be to an applicant awarded the highest points as calculated in accordance with the methodology defined in Section "Selection Process of this RFA".

### **Additional Requirements and Reporting**

In addition to the above activities, the Applicant will perform the following:

#### **Staffing**

Hire staff to manage both CERT and LISTOS Programs.

#### **CERT Deliverables**

- At a minimum, one Countywide CERT Volunteer drill
- At a minimum, one disaster workshop utilizing the materials and resources provided by the California For All Emergency Preparedness Public Outreach and Support Campaign
- At a minimum, one CERT Train-the-Trainer training
- At a minimum, one CERT Program Manager training
- Equipment, supplies, materials, and volunteer PPE

#### **LISTOS Deliverables**

- At a minimum, one disaster workshop, utilizing the materials and resources provided by the California For All Emergency Preparedness Public Outreach and Support Campaign
- At a minimum, five LISTOS trainings with a total of 100 individuals
- Equipment, supplies, materials

#### **Reporting Requirements,**

The minimum reporting requirements for the grant include the following:

1. List of CERT and LISTOS training, workshops, and events held.
2. Copies of sign-in sheets for training and workshops (form to be provided by California Volunteers)
3. Quarterly report to include highlights of training, workshops, and events.
4. Bi-Annual Grant Report

#### **Quarterly Report Schedule**

Report	Report Period	Due Date
1 <sup>st</sup> Report	June 1, 2019 – September 31, 2019	October 31, 2019
2 <sup>nd</sup> Report	October 1, 2019 – March 31, 2020	April 30, 2020
3 <sup>rd</sup> Report	April 1, 2020 – June 30, 2020	July 31, 2020
4 <sup>th</sup> Report	July 1, 2020 – September 31, 2020	October 31, 2020
Final	October 1, 2020 – December 31, 2020	January 31, 2021

**Bi-Annual Grant report schedule**

Report	Report Period	Due Date
1 <sup>st</sup> Report	June 1, 2019 – December 31, 2019	January 31, 2020
2 <sup>nd</sup> Report	January 1, 2020 – June 30, 2020	July 31, 2020
Final	July 1, 2020 – December 31, 2020	January 31, 2021

1. Grantees will receive a report template for the Quarterly Preparedness Engagement Activities Report and the Bi-Annual Grant Report.

**KEY ACTION DATES**

Listed below are the important actions and dates and times by which the actions must be taken or completed. If the State finds it necessary to change any of these dates, it will be accomplished via an addendum to this RFP.

<u>Event</u>	<u>Date</u>
RFP available to prospective Grantees	4/16/19
Final Date for Proposal Submission	5/13/19 at 5pm
Proposal Opening and Review	5/14/19
Notice of Intent to Award	5/17/19
Proposed Award Date	5/24/19
Expected Project Start Date	6/14/19
Project End Date	12/31/2020

Expected start date is contingent upon California Volunteers and Grantee agreement of final grant terms.

**COMPLETING AND SUBMITTING THE APPLICATION**

To simplify our review process, we ask that you comply with the format and content requirements detailed in this section. Resumes, samples of work, and letters of support are the only exceptions to this requirement. Proposals which are clear and succinct, and do not substitute length for substance, will be most favorably received.

Please submit four (4) hardcopies of your proposal. Correlate major sections of your proposal with the proposal narrative instructions below:

**PROPOSAL NARRATIVE INSTRUCTIONS** [up to 15 double-spaced pages-12pt font]

**I. Project Design / Approach (45%):**

Provide the California Volunteers application review panel with a project plan that demonstrates a well thought out strategy (what will be done and how) to produce the required deliverables. Please address the following items in your response.

**II. Qualifications (30%)**

Clearly describe staff qualifications and expertise in this type of project. Include previous experience with volunteer programs as well as work in the disaster field and other knowledge and experience specifically related to the core competencies needed to complete this project. Please address the following items in your response:



**III. Communication style (5%)**

Please provide 2 – 3 samples of past work that give evidence of quality and demonstrate in non-technical language your experience with similar projects.

**IV. Project management (10%)**

Describe your staff's ability to effectively lead and manage the project and include:

Your ability and staff qualifications to implement the Plan to meet Program goals and objectives within the grant performance period.

**V. Cost (10%) (Minimum is 10%)**

Include a breakdown of costs as part of your proposal – per milestone according to the Scope of Work, Additional Requirements and Reporting as described on pages 6-7.

**SELECTION PROCESS**

Applicants are required to submit the following two items in response to this Request for Proposal:

Responses to the RFP, including budget estimates, are due May 13, 2019. All eligible proposals will be reviewed to determine if they meet the format requirements specified in the RFP. Those that meet the requirement will be submitted to an agency review panel that will evaluate and score each proposal independently using the criteria specified below.

<b>Project Design / Approach</b>
How well does the proposal detail the project scope, including how the grant funding will be allocated?
<b>Qualifications</b>
Detail the qualifications of Applicant to perform the duties outlined in your application, including experience developing and implementing a countywide volunteer drill and CERT training.
<b>Communication Style</b>
Demonstrate the ability to effectively describe projects and how grant deliverables will be executed.
<b>Project Management</b>
Demonstrate the staffing and oversight support needed to effectively execute the grant and deliverables.
<b>Cost</b>
Effective breakdown of how the grant funds will be allocated

The scores for each criterion, based on the above rubric, are added to get a final proposal score. The proposal receiving the highest score will be awarded the grant. Each applicant will be notified thereafter. Notice of the grant award will be given to each applicant and will be posted for a period of 5 days at [www.CaliforniaVolunteers.ca.gov](http://www.CaliforniaVolunteers.ca.gov).

The following rating sheet will be used to score applications:

**RATING SHEET**

Control # \_\_\_\_\_  
 Rater # \_\_\_\_\_  
 Applicant \_\_\_\_\_  
 Funds Requested: \_\_\_\_\_

<u>CATEGORY</u>	<u>TOTAL POINTS POSSIBLE</u>
1. PROJECT DESIGN / APPROACH	40
2. QUALIFICATIONS	30
3. COMMUNICATIONS STYLE	10
4. PROJECT MANAGEMENT	10
5. COST	10
<b>TOTAL</b>	<b>100</b>

Each of the above categories contain questions assigned a point value. The point scale is divided into five columns labeled **I, II, III, IV, and V**. The Applicant's response to each question is evaluated on the following criteria:

- I. ABSENT:** The response does not address the specific question or a response was not provided.
- II. UNSATISFACTORY:** The response does not completely address the question. The information presented does not provide a good understanding of Applicant's intent, does not give the detailed information requested by the RFP, and/or does not adequately support the proposal or the intent of the Program.
- III. SATISFACTORY:** The response addresses the question and provides a good understanding of the Applicant's intent. The response adequately supports the proposal and the intent of the Program.
- IV. ABOVE AVERAGE:** The response is above average and provides a clear and detailed understanding of the Applicant's intent. The response presents a persuasive argument that supports the proposal and the intent of the Program.
- V. EXCELLENT:** The response is outstanding, with clear, detailed and relevant information. The response presents a compelling argument that supports the proposal and the intent of the Program.

	I	II	III	IV	V
<b>Project Design / Approach</b> (Maximum 40 Points) How well does the Proposal:	<b>0</b>	<b>10</b>	<b>20</b>	<b>30</b>	<b>40</b>
Detail the project scope including how the grant funding will be allocated					
<b>Qualifications</b> (Maximum 30 Points) How well does the proposal:	<b>0</b>	<b>7.5</b>	<b>15</b>	<b>22.5</b>	<b>30</b>
Detail the qualifications of the Applicant to perform the duties outlined in your application.					
<b>Communications Style</b> (Maximum 10 Points) How well does the proposal:	<b>0</b>	<b>2.5</b>	<b>5</b>	<b>7.5</b>	<b>10</b>
Demonstrate the ability to effectively describe projects and how grant deliverables will be executed.					
<b>Project Management</b> (Maximum 10 Points) How well does the proposal:	<b>0</b>	<b>2.5</b>	<b>5</b>	<b>7.5</b>	<b>10</b>
Demonstrate the staffing and oversight support needed to effectively execute the grant and deliverables.					
<b>Cost</b> (Maximum 10 Points) How well does the proposal effectively break down how the grant funds will be allocated?	<b>0</b>	<b>2.5</b>	<b>5</b>	<b>7.5</b>	<b>10</b>

**SUBMISSION PROCESS**

Please remember to follow the submission requirements for the proposal, as outlined earlier in this RFP – length no longer than 15 double-spaced pages, 12 point font, with four hardcopies. Please include a title page that identifies the following:

- *Title – California For All CERT/LISTOS Target County Support RFP*
- *RFP number – EP18-005*

**DEPARTMENT CONTACT**

The project Representatives during the term of this agreement will be:

State Agency: California Volunteers	Grantee:
Name: Project Lead: Suu-Va Tai	Name:
Phone: 916.524.3964	Phone:
Email: suu-va.tai@cv.ca.gov	Email:

Direct all inquiries to:

State Agency: California Volunteers	Grantee:
Section/Unit: Finance & Administration	Section/Unit:
Attention: Kaitlin Meyer	Attention:
Address: 1400 10th Street, 2ND Floor, Sacramento, CA 95814	Address:
Phone: 916.323.7646	Phone:
Fax: 916.558.3185	Fax:

## Attachment A - CERT Program Registration and Sponsoring Agency Overview

### CERT Program Registration

CERT programs must meet the following requirements to be registered on the National FEMA website at: <https://www.ready.gov/community-emergency-response-team>:

- Must have a valid Sponsoring Agency
- Must conduct at least one CERT Basic Training per year
- Must use the FEMA CERT Curriculum and PowerPoint slides (slight modifications are OK; general rule is you can add but you cannot remove content)
- The CERT Basic Course manager and/or the Lead instructor for the class must have taken the CERT Train-the-Trainer class
- Must update the CERT program information on the FEMA website at least once per year

### CERT Sponsoring Agency

CERT programs must have a sponsoring agency. FEMA requires that the sponsoring agency must be a local government organization. Programs must be sponsored by a local government organization.

The following organizations can provide sponsorship for a CERT program:

- State, regional, local, or tribal government-operated public safety agencies, including those responsible for law enforcement, fire suppression, and emergency medical services;
- State, regional, local, or tribal emergency management agencies;
- Departments under the authority of local, municipal, or tribal government, including health departments, fire protection districts, regional planning districts, and city councils.

FEMA allows exceptions in the following instances (approved by the State Administrator on a case-by-case basis):

- Workplace CERTs - Must be approved by company management. Federal, state, and local government officials generally expect Workplace CERT programs to limit their activities, especially response activities, to workplace property. While there is no requirement for sponsorship by an outside agency, affiliation with emergency response organizations is beneficial and allows for additional opportunities for training and response. In California, Workplace CERTs are required to have a working relationship with their local government.
- Campus CERTs - The department responsible for campus safety should take the lead (or be a major partner) in developing and activating a Campus CERT program. The department should also alert Campus CERT volunteers and direct their activities. The name of that department may differ depending on the college (e.g., Campus Emergency Management, Campus Police, Campus Security, and Public Safety).

### Attachment B – California For All CERT Helmet and Vest Info Sheet

To ensure that CERT are properly equipped for disaster response activities, the California For All CERT and LISTOS Target County Support Grant will allow CERT programs to purchase personal protective equipment (the CERT helmet and vest) for their CERT volunteers.

\*CERT programs can purchase additional helmets and vests for their CERT Volunteers beyond the number supported by this grant.

#### CALIFORNIA FOR ALL CERT Vests & Hard Hats

Standard CERT Vest and Helmet For The CALIFORNIA FOR ALL  
Emergency Preparedness Campaign CERT Grants



Standard Hard Hat and Vest ensures safety, usability and standardization for CERT in California.



“CALIFORNIA FOR ALL”  
Safety Vest



#### Vest Specifications

- 2” reflective stripes on the front and back for high visibility
- Handy Velcro closure can be secured while wearing gloves
- Features 5-Point-Breakaway for added safety
- Includes 2 side pockets, radio pocket and Velcro strip on chest for attachments
- One-size-fits-most

“CALIFORNIA FOR ALL”  
Hard Hat



Hard hat is CERT green, standard suspension meets ANSI Z89, 1-1997, Type1, Class E & G.

**CALIFORNIA**  
**VOLUNTEERS**

Document PRO-556 4/1/19

### **Attachment C – California For All CERT Grant Background Check Requirements**

The purpose of these guidelines is to ensure that CERT Volunteers supported by the California for All Emergency Preparedness Grant Funding have no identifiable criminal background that may make them inappropriate for their volunteer mission. Not conducting a criminal background review of volunteers may place the people or property that they have volunteered to protect and serve at risk of harm and it may subject other volunteers to unnecessary risk. Consistent vetting of volunteers is also important to ensure that during mutual aid missions that jurisdictions receiving volunteers from other jurisdictions or the State have a common understanding of the background of the human resources they are receiving.

**These guidelines shall not be used to preclude people who are otherwise qualified to perform their desired volunteer activities in violation of any state or federal civil laws.**

All CERT Volunteers supported by this grant funding and whom the Applicant intends to deploy for disaster response activities are required to have California Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) background checks in compliance with the California For All Background Check Requirements.

**Disqualification: A person is disqualified if they are unwilling to submit to a background check, or if they were convicted of any of the following:**

1. **All sex offenses**, regardless of the amount of time since the offense (e.g., child molestation, rape, sexual assault, sexual battery, prostitution, solicitation, indecent exposure, etc.)
2. **All offenses involving abuse, neglect, or exploitation of a child, elder, or dependent adult** regardless of the amount of time since the offense
3. **All felony violence**, regardless of the amount of time since the offense (e.g., murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated burglary)
4. **All felony offenses other than violence or sex within the past 10 years** (e.g., drug offenses, theft, embezzlement, fraud)
5. **All misdemeanor violence offenses within the past 7 years** (e.g., simple assault, battery, domestic violence, etc.)
6. **All misdemeanor drug and alcohol offenses within the past 5 years or multiple offenses in the past 10 years** (e.g., driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.)
7. **Any other misdemeanor within the past 5 years that would be considered a potential danger to children, elders, or dependent adults** or is directly related to the functions of that volunteer (e.g., contributing to the delinquency of a minor, providing alcohol to a minor, theft, etc.)

**Attachment D – CERT Liability Coverage Guidance for California For All Preparedness  
CERT / LISTOS Target County Support Grant**

As part of the California For All Emergency Preparedness Campaign, Local Offices of Emergency Services in Fresno, Lake, Riverside, San Bernardino, Shasta, and Tulare Counties are eligible to request grant funding to support their CERT program. CERT programs may use their CERT volunteers to engage their local community in preparedness activities. To ensure that these CERT volunteers are covered in case they are injured during the preparedness activities, the grant requires that these CERT volunteers have medical liability coverage for preparedness activities.

The liability coverage must:

- Cover the CERT volunteers who are performing preparedness activities
- The level of coverage must, at minimum, cover medical costs if the volunteer is injured

Disaster Response

- If Applicant intends to deploy CERT volunteers for disaster response activities, Applicant must also provide medical liability coverage for these volunteers.

This liability coverage is important even if Local OES are using the State Disaster Service Worker Volunteer Program as that program does not cover preparedness events.

\*For programs that are unable to utilize the Disaster Service Worker Volunteer Program to cover their CERT volunteers for training and disaster response activities, they may opt to use part of their grant funding for this purpose.



## Attachment E - California For all CERT and LISTOS Capacity Grant Community Member Preparedness Engagement Requirements

One of the goals of the California for All CERT and LISTOS Program and County grants is to utilize CERT and LISTOS members to engage and prepare Californians for Emergency and Disaster situations.

Preparedness engagements can vary depending on the grant, organization, and audience. Programs and counties are encouraged to list different engagement activities into their RFA applications for approval. A running list of approved engagements will also be posted on the California Volunteers website at <https://californiavolunteers.ca.gov>.

Examples of preparedness engagements include:

- Providing California For All Preparedness training and or Activities (this will be available on the <https://californiavolunteers.ca.gov> website Fall, 2019)
- Providing classroom-based training such as CERT, You Are the Help Until Help Arrives, Stop the Bleed, etc.
- Providing LISTOS training to community members
- Holding a neighborhood event where participants receive preparedness information and/or training
- Providing a preparedness presentation or training to a community group, faith group, or school
- Holding an exercise or drill for CERT/LISTOS members and/or community members

Preparedness Engagements are to be tracked by performing the following:

- Activities will be tracked using a free online and mobile platform that will be provided by California Volunteers, including the number of people engaged in these activities (training webinars will be available after the grants are awarded)
- Community members engaged will need to be tracked on a California For All Preparedness Engagement Activity Sign-in Form that will be provided by California Volunteers

Attachment F – California For All Engagement Activity Sign-in Form



California For All  
Engagement Activity Sign-in Form

Organization Name:	Date:
Event Type:	Program #:
Event Name:	

Participant Name		Participant Name	
1		17	
2		18	
3		19	
4		20	
5		21	
6		22	
7		23	
8		24	
9		25	
10		26	
11		27	
12		28	
13		29	
14		30	
15		31	
16		32	