

NORTH ALABAMA CONFERENCE Local Church Disaster Response Planning Guide

*Based on recommendations from
THE UNITED METHODIST COMMITTEE ON RELIEF (UMCOR)
and Florida Conference Local Church Disaster Planning Guide*

Love in Action



**NORTH ALABAMA CONFERENCE
DISASTER RESPONSE TEAM**

May 8, 2008

Local Church Disaster Response Planning Guide

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Purpose

Establishing a Disaster Planning, Preparation and Response Team

- Local churches are encouraged to identify a disaster planning, preparation and response team.
- The team will design a plan specific to the needs and desires of the local church, including suggestions for:
 - who should be involved in the physical preparation of the church facilities for disaster;
 - how the church will care for the congregation during disaster;
 - how existing resources in the church can be used during disaster;
 - how the church will serve the community before, during and after a disaster.

Church Support

Establishing a Local Church Disaster Team

- Disaster response is a ministry opportunity for the church. As with all ministries, it is very important to have the agreement and support of the local church leadership in developing this ministry.
- The local church disaster response ministry should support the mission and priorities of the United Methodist Church and the North Alabama Conference.
- The local church disaster response plan should support the protocols established between the United Methodist Committee on Relief and United Methodist Volunteer in Mission as referenced in the North Alabama Conference Disaster Response Plan which is available on the conference website (www.northalabamaumc.org) .
- We encourage you to check the conference website (www.northalabamaumc.org) for updates and suggestions for responding to current and future disasters.

Remember that this is a GUIDE for our church to plan and prepare an appropriate response to disaster in your church, in your community and beyond.

Be selective, be creative and above all, be open to the Holy Spirit so that your church plan is uniquely yours.

Organization

The Local Church Disaster Team (LCDT)

- The pastor may identify a team leader who then recruits a team, or a team may be appointed by church leadership and they select their leader.
- Keeping the local church disaster team (initial planning team) to 6-10 members may facilitate functionality.
- The Local Church Disaster Team (LCDT) should decide how often they will meet during the planning process as well as after the plan is in place.
- The LCDT should educate the rest of the congregation on the "One Great Hour of Sharing" offering and the work of the United Methodist Committee on Relief (UMCOR).
- The LCDT should contact the local fire department and/or Emergency Agency for realistic risk assessment of area.
- Suggested Team positions:
 - Disaster Team Leader
 - Volunteer Coordinator
 - Trustee Representative
 - Finance Representative
 - Administrative Staff Member
 - Maintenance Staff Member
 - Pastor
 - Representatives from other vital areas of the local church
 - Donations manager
 - Secretary/records keeper

Team Leader

- The *Local Church Disaster Team Leader (Team Leaders)* should NOT be the pastor.
- The Team Leader should have access to keys to the facility and an intimate knowledge of the facility layout as well as the local community.
- The Team Leader should be
 - *FLEXIBLE*
 - Detail oriented and self motivated
 - Able to work well with many persons in difficult situations
 - Able to work full time – or nearly full time – during a disaster
- The Team Leader is crucial for
 - Ensuring that the church has a plan for disaster
 - Coordinating activities during disaster
 - Participating in local disaster organizations (VOAD, COAD, LTRO)
 - Helping the church decide their role in the local community during disaster
 - Coordinating disaster training for the church
- The Team Leader will meet with the District Disaster Coordinator and other Local Church Disaster Team leaders to establish roles and responsibilities during disaster.
- The Team Leader is the point person during disaster and will work very closely with the Volunteer Coordinator.

The Volunteer Coordinator

- The Volunteer Coordinator is a key position in disaster planning and response.
- The Volunteer Coordinator will collaborate closely with the District Disaster Coordinator during a disaster.
- The role of the Volunteer Coordinator is to develop a plan for
 - Recruiting
 - Training
 - Supervising
 - Organizing
 - Logging volunteer hours
 - Recognizing volunteers

The Trustee Representative or Maintenance Staff Representative

- The maintenance staff or trustee representative could be assigned supervision of all facility preparation before a known disaster strikes.
- This does not mean that this position will perform all necessary tasks; instead, this person will serve as the lead contact for those types of activities in an emergency.

Other Staff/Team Members

Other responsibilities may be assigned to staff and/or team members according to interest, expertise or current area of church service. These areas of responsibility may include:

- Staffing church phones to answer inquiries
- Communicating with the congregation regarding emergency situations, evacuations, etc.
- Coordinating the protection of archival records and church data
- Coordinating the protection of electronic equipment

General Information and Suggestions

Prior to a Disaster

- Prior to a disaster, the local church should review its potentials and determine if their church properties can serve as disaster operation centers, warehouses, or shelters or provide services like cooking, laundry, and volunteer work. (Churches serving as receiving points for critical supplies should be easy to approach and near major roads or interstates with accessibility for tractor-trailers).
- To open as emergency shelter, the local church should contact the Red Cross to schedule training and evaluate the facility.
- It is important to document activities during the entire disaster planning process since the roles and responsibilities of the team and its member may evolve over time.
- Information should include (but is not limited to) types of activities undertaken, not undertaken, and why.
- It is important to be realistic in planning for and protecting the community, church body and facilities. It is impossible for one church to "do it all" during a disaster.
- The local church should make contact with local authorities to retain a disaster response plan (if one exists) for the community.
- Provide information and copy of the local church disaster plan to the country Emergency Management Agency (EMA) and continue to provide as updated.
- The local church should prepare lists of potential volunteers and the capacities they may serve.

Disaster Response

- It is especially critical to keep a concise record of activities during and after a disaster so that future disaster relief, response and recovery efforts benefit from this experience.
- Specific assistance information about individuals (addresses, names, financial information, services rendered, money given, etc.) should never be publicly disclosed.
- It is equally important to track all volunteer hours served during disaster response and provide reports as needed since volunteer hours have a monetary value (\$18.00 per hour at the time of this document was written) in reciprocal recovery money from the federal government.
- Due to the high stress during disasters, the LCDT members and volunteers may need to rotate out so for this reason, all LCDT positions should have a trained back-up.

Past Church Experience

If your church has experienced previous disasters, it is important to review that experience and apply the lessons learned to this planning and preparation process.

Planning Questions

- *How did the church respond after the disaster?*
- *Was the pastor adequately able to contact church staff after these events?*
- *How long did it take the church to address the needs of the community?*
- *Was the church able to worship together on the Sunday following the event?*
- *List actions taken that facilitated a quick response to the disaster by the church.*
- *List the problems encountered that made it difficult for the church to respond to the community or re-establish church activities.*
- *List outreach activities that the church undertook after the disaster to help the community.*
- *Identify additional activities, training, ways to strengthen response with the community after a disaster.*

Recognize which activities are already taking place at the church, assess their utility, and include them in the formal plan.

Caring for Church Facilities

Planning Questions

- *What does the church currently do to prepare the physical church buildings and contents (including the parsonage) for a disaster?*
- *Who is responsible to initiate the local church disaster plan?*
- *How will the church protect electronic equipment (musical instruments, sound equipment, projectors, computers, copiers, etc.) in the event of a disaster? Don't forget to consider flood and storm waters.*
- *What is the plan for protecting church documents and data? Don't forget to consider flood and storm waters.*
- *What routine facilities maintenance(including the parsonage/s) should be performed to mitigate damage from a disaster?*
- *In the event of damage from a disaster, who is responsible for assessing the damage, contacting appropriate personnel at the district and/or conference and initiating an insurance claim? (Consult the Conference Disaster Plan on the website www.northalabamaumc.org).*
- *Where will the Local Church Disaster Team meet and set up as a central area of decision making if the church is inaccessible after a disaster? Be sure to inform your District Disaster Coordinator, the District Office and the conference office of the church's alternate location.*
- *In the event the church sustains significant damage and must be relocated, where will the church go and how will that be communicated to the congregation, the district and the conference?*
- *What are the plans if a church needs to evacuate during a worship service or other event? How would this be communicated to those present and by whom?*

For the safety of those seeking shelter as well as those offering shelter, UMCOR advises churches NOT to shelter people at the church unless the church is trained and certified as an official RED CROSS SHELTER.

Caring for the Congregation

Planning Questions

- *How does the church currently care for its people through existing ministries and services (home repair program for senior citizens, Care Teams, other Senior ministries, ministries for disabled people, etc.)*
- *Which of these ministries/services might be useful in disaster response and how?*
- *What are the ways your church can help people prepare for disaster? Be specific.*
- *How will the church communicate with the people before and after disaster?*
- *If you have a day care, pre-school or other ministry that cares for people or children, does the church have procedures in place to communicate about closings and/or evacuations in the event of a disaster?*
- *How will the disaster team distribute general disaster preparation information to the congregation?*
- *How will the disaster team distribute information about the church's disaster plan to the congregation?*
- *Who are the people in your church who might need additional assistance (seniors, disabled, shut-ins, single mothers, etc.) and who would coordinate the assistance?*
- *How will you assist the vulnerable people in your congregation; i.e., people with inadequate financial resources to provide daily necessities in a disaster and/or people with inadequate or no insurance?*
- *After a disaster, how will you manage the good intentions of your church?*
- *How will you track volunteer hours and who will be responsible for reporting these to the appropriate agencies?*
- *How you will respond to those outside your church and/or community offering to donate material goods or send in volunteer teams?*

Monetary donations are best!

Caring for the Community

Planning Questions

- *How does the church currently care for the community?*
- *Will the church distribute general disaster preparation information to the community?*
- *List existing programs that may be useful in disaster response (i.e. a home repair program for senior citizens, Care Teams, other senior ministries, etc.)*
- *List the role(s) of the church during a disaster (is the church a certified Red Cross Shelter, collection site for canned goods, baby needs, flood buckets, health kits? Distribution site for food, water, ice? District depot site?)*
- *What type(s) of community outreach will the church provide after a disaster?*
- *How will the church partner with other churches or faith-based groups in the community?*
- *How will the church partner with government and social service agencies in the community?*
- *How does the church plan fit into the District and county Disaster Plan?*

Share your local church disaster plan with appropriate community groups.

Caring for Others in the Conference and Beyond

Planning Questions

- *How does your plan fit with the Conference Disaster Plan?*
- *Who in the church will communicate with the District Disaster Coordinator in the event of a disaster?*
- *Does your church have trained teams that can assist in other areas of the conference after a disaster through the district disaster coordinator?*
- *How do you educate your church about the disaster ministries of the Conference and the United Methodist Committee on Relief (UMCOR)?*
- *Does your church support "One Great Hour of Sharing"?*
- *Does your church have plans to financially support the North Alabama Conference in the Disaster Relief in the event of a disaster within the conference?*

APPENDIX

Forms and Additional Information

GLOSSARY OF DISASTER-RELATED ACRONYMS AND TERMS

ABC	American Baptist Churches in the USA, which do disaster work through Church World Service (CWS). Not to be confused with the Southern Baptists who do feeding in the emergency phase in some parts of the country.
AMEZ	African Methodist Episcopal Zion church. They are active in disaster response in some areas of the country and through CWS.
ARC or AmRc	American Red Cross
ARRL/ARES	The amateur ('ham') radio network
CDRC	Conference Disaster Response Coordinator
CENTER MANAGER	The person in charge of the Red Cross Service Center. A good person to get to know.
CME	Christian Methodist Church
COB	Church of the Brethren. Assists with clean-up and rebuilding
CORA BROWN FUND	This is the last stop for federal funds for people who haven't qualified for loans or the IFG.
CRWRC	Christian Reform World Relief Committee. Provides advocacy and rebuilding
CWS	Church World Service. The relief arm of the National Council of Churches, also the umbrella for the work of major denominations. Provides trained volunteer consultants to assist in the formation of Interfaith recovery agencies
DFO	Disaster Field Office of the Federal Emergency Management Agency (FEMA). This is where the FEMA field operations take place. Usually the OFO and the DRC are in different locations
DRC	The FEMA coordinated Disaster Recovery Center (formally called the DAC – Disaster Assistance Center) where victims can go in person to make application to various federal/state assistance. These centers have largely been replaced by toll free telephone application centers. Some agencies present are: Social Security Administration, Small Business Administration, Department of Agriculture, and Internal Revenue Service.

DWI	Disaster Welfare Inquiry. A service of the Red Cross, often in cooperation with the ARAL/ARES in locating persons in the area of disaster.
ESA	Employment Security Administration
FEMA	Federal Emergency Management Agency. FEMA coordinates the Federal Response Plan of the various federal agencies that have responsibility in disaster assistance. Most assistance is directed to the repair of infrastructure, i.e., bridges and roads. Individual Assistance is largely in the form of low interest disaster loans administered by the Small Business Administration. Some grant money is awarded through the Individual and Family Grant program, coordinated between federal and state agencies. FEMA can only come to a state's aid at the invitation of the governor and approval of the President in the form of a disaster declaration.
FCO	Federal Coordinating Officer. This is the 'boss' on site of the federal response
INTERFAITH	A local non-profit recovery agency made up of representatives of local faith groups and largely funded by their denominations.
LDR	Lutheran Disaster Response which provides case management and funds for Recovery
LDS	Church of Jesus Christ of Latter Day Saints. Have a strong emergency relief program, especially where their congregations are located
LONG-TERM RECOVERY COMMITTEE	Formerly called the Unmet Needs Committee. This is a gathering of the case supervisors of the various recovery agencies on site to resources and avoid duplication. The FEMA VOLAG will often call this group together.
MASS CARE	A sheltering service for a large number of persons displaced by the disaster provided by the American Red Cross. Mass care involves mass feeding. Often in a large scale disaster, food is prepared and transported to shelters or distributed by mobile feeding vans. The Salvation Army, Seventh Day Adventists and Southern Baptists also do feeding. United Methodists should not open their own shelter. Red Cross approved shelter includes liability and damage insurance. Local churches that open shelters without this approval will be responsible for any risk or damage to the facility or its residents.
MDS	Mennonite Disaster Service, through which 30 Mennonite and Amish groups cooperate in clean-up and rebuilding for those who cannot do it alone

MITIGATION	"Reducing the hazard." Any attempt to reduce future damage and harm such as relocating or elevating homes, building infrastructure to reduce flooding, etc. FEMA's Project Impact" is an effort to build disaster-resistant communities to help reduce the high cost of recovery.
MOBILE	Panel trucks that agencies bring to disaster sites to feed workers and victims
FEEDING VANS	during the emergency and relief phases. Red Cross, Salvation Army, Seventh Day Adventists and Southern Baptists are the major organizations who operate these.
NVOAD	National Voluntary Organizations Active in Disaster, which, for some reason, some transpose letters and call it NOVAD. This is the umbrella group for all the recognized non-profit agencies that have a national presence in disaster response. It is not an operational entity, but a coordinating, communicating, educational coalition. NVOAD is linked by agreement to the state VOADS and to FEMA.
PIO	Public Information Office, the group responsible for media relations.
PRESBYTERIAN DISASTER RESPONSE	An emerging program operated by the Presbyterian USA denomination similar in scope to that of UMCOR.
REACT	Radio Emergency Associated Communications Team. These are the Citizen Band folks interested in assisting with disaster
SALVATION ARMY	This international agency's disaster arm is noted for its feeding, casework, warehouse management and other relief efforts. What most people don't know is that the Salvation Army is a church denomination and very much a part of our Wesleyan heritage.
SBA	Small Business Administration, an arm of the federal government charged with administering low interest disaster loans to businesses and homeowners. Most governmental disaster assistance to individuals and families is in the form of loans. Applicants must be turned down for a loan before they are eligible for the IFG program.
SDA	Seventh Day Adventist Church. Best known for its work in the emergency and relief stages for operation of distribution of water and pre-cleaned, packaged and sized clothing. Their volunteers are excellent when it come to handling donated goods.

SERVICE CENTER	Operated by the Red Cross and separate from the FEMA Disaster Recovery Center (DRC). Victims must register with FEMA and the Red Cross to get full assistance. Red Cross disbursement orders are written to the family and merchant of their choice to cover the cost of basic immediate needs for clothing and furniture, etc.
UCC	United Church of Christ which works primarily through Church World Service, but in some places is developing its own program.
UMCOR	United Methodist Committee on Relief, the avenue through which United Methodists work in refugee resettlement, world hunger and disaster response in over 90 countries.
UNMET NEEDS	See Resource Coordinating Committee. Also known as Long-term Recovery
UMVIM or VIM	United Methodist Volunteers in Mission. A program of the church that Links volunteers with projects worldwide. UMVIM and UMCOR have developed a partnership for disaster response.
VOAD	Voluntary Organizations Active in Disaster. For the state or regional group of NVOAD, sometimes you'll hear the postal abbreviation of the state linked to the VOAD acronym, i.e. LAVOAD, for Louisiana; COVOAD, for Colorado.
VAL	Voluntary Agency liaison. Each FEMA region has a VAL whose job it is to interface between the governmental response and the voluntary sector. Red Cross will also appoint a VAL to provide a link between that agency and the other volunteer groups on site.
VOLAG	Voluntary Organization Liaison Agent

Church Plan Information

This plan is prepared for

Church Name:

Location of church (please include the physical address as well as nearby landmarks):

Church Phone Number(s):

Church Fax Number:

Church Web site:

Church email:

Parsonage Location (please list physical address and nearby landmarks):

Parsonage Phone Number:

Date Plan was Prepared:

Local Church Disaster Team Leader:

Home number:

Cell number:

Email:

Other:

Members of the Disaster Planning Team

Team Leader	Finance Representative
Name:	Name:
Address:	Address:
Work number:	Work number:
Home number:	Home number:
Cell number:	Cell number:
Email:	Email:
Volunteer Coordinator	Maintenance Staff Representative
Name:	Name:
Address:	Address:
Work number:	Work number:
Home number:	Home number:
Cell number:	Cell number;
Email:	Email:
Trustee Representative	Pastor
Name:	Name:
Address:	Address:
Work number:	Work number:
Home number:	Home number:
Cell number:	Cell number:
Email:	Email:
Administrative Staff Representative	Additional Team Members:
Role:	Role:
Name:	Name:
Address:	Address:
Work number:	Work number:
Home number:	Home number:
Cell number:	Cell number:
Email:	Email:
Role:	Role:
Name:	Name:
Address:	Address:
Work number:	Work number:
Cell number:	Cell number:
Email:	Email:

Emergency Telephone List

Pastor	Home	
	Pager	
	Cell	
Associate	Home	
	Pager	
	Cell	
Church Disaster Team Leader	Home	
	Office	
	Cell	
District Disaster Coordinator-Clergy	Home	
	Cell	
District Disaster Coordinator-Laity	Home	
	Cell	
District Office		
District Superintendent	Home	
	Cell	
Conference Disaster Coordinator	Home	
	Cell	
Conference Office		
Insurance Agent		
Fire Department		
Police Department		
Sheriff Department		
County EMA		
Nearby Shelters		
Other		

Preparing and Planning with Individuals with Special Needs

Tips for those who help:

Disability/Special Need	Additional Steps
Visually impaired	May be extremely reluctant to leave familiar surroundings when the request for evacuation comes from a stranger. A guide dog could become confused or disoriented in a disaster. People who are blind or partially sighted may have to depend on others to lead them, as well as their dog, to safety during a disaster.
Hearing impaired	May need to make special arrangements to receive warnings.
Mobility impaired	May need special assistance to get to a shelter.
Single working parent	May need help to plan for disasters and emergencies.
Non-English speaking persons	May need assistance planning for and responding to emergencies. Community and cultural groups may be able to help keep people informed.
People without vehicles	May need to make arrangements for transportation.
People with special dietary needs	Should take special precautions to have an adequate emergency food supply.
People with medical conditions	Should know the location and availability of more than one facility if dependent on a dialysis machine or other life-sustaining equipment or treatment.
People with mental retardation	May need help responding to emergencies and getting to a shelter.
People with dementia	Should be registered in the Alzheimer's Association Safe Return Program

The chart above and additional information may be found at www.fema.gov

Individual Needs Survey

Name: _____ Spouse: _____

Address: _____ Phone: _____

Alternate Contact (person or phone)

List names and ages of additional members in household:

Do you only speak a foreign language? No Yes Language _____

Residence Type: Single Family Mobile Home Apt. _____Floor

Name of Residential Complex: _____

Medical Disability: _____

Are you Legally Blind Deaf Mute Aphasic

Are you homebound? No Yes

Do you use a wheelchair? Always Most of the time Sometimes

Do you use a walker/cane? Always Most of the time Sometimes

Do you require a special diet? No Yes Type: _____

Special Medical Needs (eg: homeless, severe cardiac, diabetic on insulin)

Do you rely on electricity for home medical treatments? No Yes

Have you registered with the County Emergency Management Department for help in an evacuation? No Yes

Family Physician: _____ Phone: _____

Emergency Contact: _____ Phone: _____
(Not living with you)

Do you have any dogs? Yes How many? _____ cats? Yes How many? _____
(Pets are NOT allowed in all shelters. Make evacuation-shelter arrangements for them BEFORE a disaster.)

Do you have transportation in an emergency? No Yes Maybe

Would you need transportation in an emergency? No Yes Maybe

If yes, what type? Standard vehicle Wheelchair access Ambulance

Any other pertinent information:

Facilities – Church Buildings and Parsonages

Maintenance Checklist --Routine

- _____ Check roof and foundation of building annually. If roof is leaking, or foundation has problems, schedule for repair.
- _____ Monitor use of candles and open flames. Assign someone to be in charge of knowing when these will be used.
- _____ Test smoke detectors annually. If the alarms are battery operated, replace batteries.
- _____ Inspect HVAC equipment annually. If HVAC needs maintenance, schedule for repair.
- _____ Have an electrician inspect the wiring, power connection, and circuit boxes annually.
- _____ Inspect water heaters annually.
- _____ Provide backups and surge protection for all power sources.
- _____ Clean out gutters and drains annually or as needed.
- _____ Maintain grounds and fences.
- _____ Trim all trees away from the rooflines annually.
- _____ Check the security of canopies and covered walks on a regular basis.
- _____ Check emergency supplies. Exchange food and water supplies every 6 months.
- _____ Ensure vehicles have updated preventative maintenance.
- _____ Ensure jumper cables are on hand.

Facilities – Church Buildings and Parsonages

Maintenance Checklist – Severe Weather Warnings Issued

- _____ Close blinds and curtains to minimize damage from broken windows.
- _____ If possible, position computers and other electronic equipment away from windows.
- _____ File and secure all papers, books, and archival materials.
- _____ Cover computers and furniture with heavy plastic to prevent wind and rain damage from broken windows. Elevate computer towers off floor if computers are located on ground floor.
- _____ If high winds are anticipated, board vulnerable windows.
- _____ If high winds are anticipated, remove outside furniture and store inside.
- _____ If high winds are anticipated, remove satellite rooftop dishes.
- _____ Check the integrity of storage sheds; close and lock the doors.
- _____ Check the security of all doors.
- _____ Check attic spaces and windows for leaking after every storm.

Local Church Emergency Supplies List

Equipment for Facility Preparation and Clean-up

- Copy of Disaster Plan
- Plastic garbage bags
- Sealable plastic bags
- Waterproof boxes
- Flashlight/extra flashlight batteries
- Plastic sheetings/tarps
- 2-way radios/extra batteries
- Plywood (for boarding windows)
- Ladders
- Hammer and nails
- Extension cords/50', 3 wire grounded
- Disinfectant/cleaning compounds
- Bleach (at least 3 gallons)
- Small dehumidifiers/portable fans
- Portable incandescent lamps/extra bulbs
- Cameras (standard, digital, or video)
- Battery operated radio/weather radio
- Rubber boots
- Rubber gloves
- Work gloves
- Mask
- Duct tape
- Wet Vac
- Power saws/hand saws
- Shovels
- Crowbar
- Wheelbarrow/cart
- Jumper cables
- Portable gas/electric stove
- Ice chests
- Mops
- Buckets
- Broom

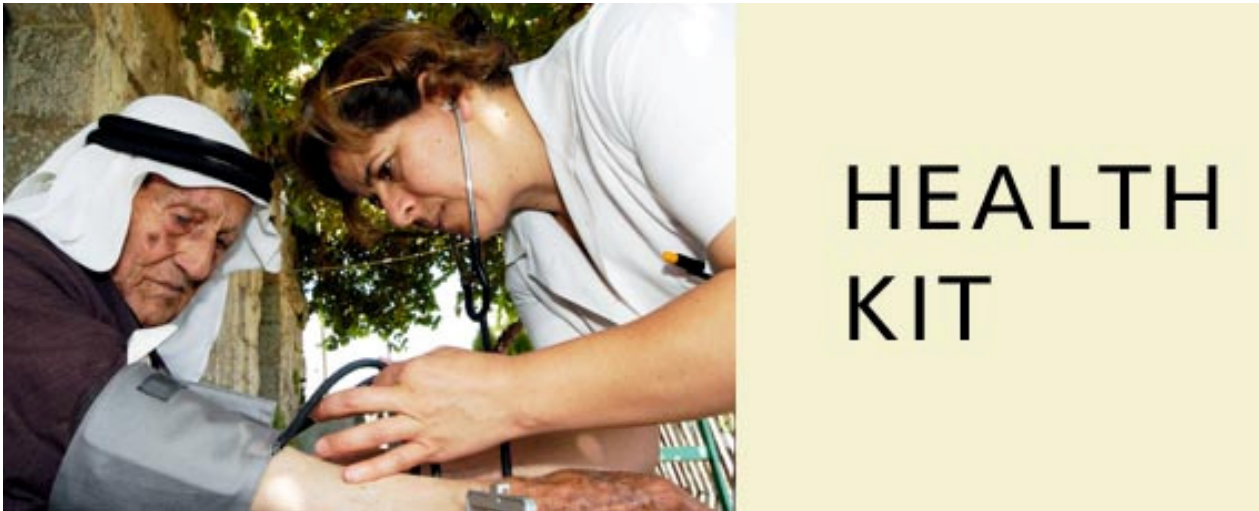
Disaster Supplies for Persons Onsite

- Blankets/sleeping bags
- First aid kits
- CPR kits
- Paper, plates, cups, plastic utensils
- Sun screen
- Water
- Canned goods
- Insect repellent

Other Resources

Alabama Be Prepared
UMCOR
Red Cross
Alabama EMA

**Assembling kits before a disaster for distribution to the community during a disaster is a great activity that the entire church and get involved in.
Below are examples:**



Health Kits

Health kits provide basic necessities to people who have been forced to leave their homes because of human conflict or natural disaster. Health kits are also used as learning tools in personal hygiene, literacy, nutrition and cooking classes. When people gain the knowledge and materials to maintain personal hygiene, their overall health improves.

Health Kit Items Value - \$12 per kit

Place these items inside a sealed one-gallon plastic bag:

- 1 hand towel (15" x 25" up to 17" x 27", No kitchen towels)
- 1 washcloth
- 1 comb (large and sturdy, not pocket-sized)
- 1 nail file or fingernail clippers (no emery boards or toenail clippers)
- 1 bath-size bar of soap (3 oz. and up)
- 1 toothbrush (single brushes only in original wrapper, No child-size brushes)
- 1 large tube of toothpaste (expiration date must be 1 year or longer in advance of the date of shipment to UMCOR Sager Brown or send \$1 donation to purchase)
- adhesive plastic strip sterile bandages

Important Kit Assembly Information

- All items included in kits must be NEW items.
- All emergency kits are carefully planned to make them usable in the greatest number of situations. Since strict rules often govern product entry into international countries, it is important that kits contain only the requested items—nothing more.
- Do NOT include any personal notes, money or additional materials in the kits. These things must be painstakingly removed and will delay the shipment.



FLOOD BUCKET

Flood Buckets

These supplies enable people to begin the overwhelming job of cleaning up after a flood or hurricane.

Flood Bucket Kit Items Value: \$55 per bucket

Note: *If the requested item size is not available, go down to the next available size. If nothing is available in the requested or smaller size, put masking tape on the outside of the bucket saying, "This bucket contains no _____."*

- 5-gallon bucket with re-sealable lid
- Bleach (two 1-quart of one 82 oz. bottle. Do not include bleach if you are shipping the bucket through the US postal Service, UPS or FedEx)
- 5 Sourcing pads
- 7 Sponges
- 1 Scrub brush
- 18 Cleaning towels (reusable wipes)
- Liquid laundry detergent (two 25 oz. or one 50 oz. bottle)
- 1 Household cleaner (twelve 16 oz. bottle)
- Disinfectant dish soap (sixteen 28 oz. bottle)
- 50 Clothes pins
- Clothes line (two 50 ft. or one 100 ft)
- Dust masks
- 2 Pair latex gloves
- 1 Pair work gloves
- 24 bag roll of heavy-duty trash bags, 33-45 gallon (remove roll from box before placing in bucket)
- 1 Insect repellent spray (6-14 oz. – If aerosol, cans must have protective caps.)
- 1 Air freshener (8-9 oz. – If aerosol, cans must have protective caps.)

Important Kit Assembly Information

All items included in kits must be **NEW** items.