



E0289 State Volunteer and Donations Management

Course Date:

March 7–10, 2022

Travel Dates:

March 6, 2022 and March 11, 2022

Course Length:

This course is 4 days in length.

Location:

Emergency Management Institute (EMI)
National Emergency Training Center (NETC)
Emmitsburg, Maryland

Course Description:

This course supports state, tribal, and territorial governments and their emergency management partners in preparing for, responding to, and recovering from disaster events at the state, tribal, or territorial level. The course is designed to strengthen states' abilities to successfully prepare for and handle volunteer and donations management issues that may arise after a disaster event, including managing the offers of things, people, and money, and matching them according to donor intent and area of greatest need, while being fair and equitable. The course content and activities may also serve as a template for procedures, thereby enhancing uniformity among states in addressing areas of unsolicited donated items, unaffiliated volunteers, and undesignated cash. This training also provides information regarding FEMA's volunteer and donations management responsibilities, which are designed to help build relationships between government and non-government organizations.

Course Goal:

To provide state emergency management personnel and state-level voluntary agency representatives with the knowledge and skills necessary to develop and execute (a) an effective volunteer and donations management program and (b) a state volunteer and donations management annex to the state emergency operations plan. Given these tools, participants will be better equipped to create a program to effectively manage the masses of unaffiliated volunteers, unsolicited goods, and offers of undesignated cash donations, which, if left uncoordinated and unmanaged, could interfere with disaster operations, and even cause a secondary disaster.

Prerequisites:

There are no prerequisites. However, the following courses are recommended before taking this course:

- IS-0288.a: The Role of Voluntary Organizations in Emergency Management
- IS-0700.b: An Introduction to the National Incident Management System (NIMS)
- IS-0100.c: Introduction to the Incident Command System (ICS), ICS-100
- IS-0230.d: Fundamentals of Emergency Management
- IS-0244.b: Developing and Managing Volunteers

Continuing Education Units (CEUs):

EMI awards 2.5 CEUs for completion of this course.

TRAINING OPPORTUNITY

Target Audience:

This course is designed for State-level personnel to include:

- State Volunteer/Donations Coordinator
- Coordinator's Alternate
- Leading stakeholders of statewide voluntary organizations
- State VOAD (Voluntary Organizations Active in Disaster) Chair or Designee
- Public Information Officer or Liaison
- Program Functional Leads (e.g., Warehousing; Phone Bank)
- FEMA Human Services staff (e.g., Voluntary Agency Liaison, Donations Specialist)
- Government-Private Sector Liaison
- Others to include Federal, State, territorial, and Tribal emergency management personnel

EMI Training Point of Contact:

For additional information, contact the Response and Recovery Branch at fema-emi-randr@fema.dhs.gov.

To Apply:

Scan the QR Code, or go to the [National Emergency Training Center Online Admissions Application site](https://training.fema.gov/netc_online_admissions/) (https://training.fema.gov/netc_online_admissions/) for information on how to apply for EMI courses.

**Application Review:**

To be evaluated for admission into this course, please upload required attachments. Please refer to the Target Audience above and indicate how you meet the requirements based upon your position and experience.

Travel and Housing Information:

Upon acceptance into the course, NETC Admissions will **email** out an Acceptance Letter. Scan the QR Code below, or click the link for a PDF copy of the [NETC Welcome Package](https://www.usfa.fema.gov/downloads/pdf/netc_welcome_package.pdf) (https://www.usfa.fema.gov/downloads/pdf/netc_welcome_package.pdf) online:



TRAINING OPPORTUNITY