

Building Community Readiness and Resiliency Program
Proposed Work plan

The Building Community Readiness and Resiliency (BCRR) Program is an ambitious effort to engage, outreach and train between 120-500 community participants in three of the most underserved, vulnerable communities in Oakland. In collaboration with partner organizations, such as American Red Cross, CARD, and UC Berkeley, we hope to work with community organizations, stakeholder groups and individuals to increase disaster readiness. The overall goal of the program is to demonstrate the effectiveness of long-term participatory and engagement strategies and processes which build disaster resiliency.

The proposed work plan is designed to be conducted in five phases, with dynamic and integrated tasks, actions and activities that are tailored to the pilot communities and stakeholder who will sustain the project. Since the program is being designed as a pilot program, we would like to ensure that our Community BCRR model captures both qualitative and quantitative data in our collection, analysis and presentation methodologies. Phases 2-4 were previously presented and approved by the UASI Approval Authority in the FY2010 Grant Proposal, the deliverables and tasks are provided (in a different format).

A Project Flow Diagram is provided at the end of this document as a visual illustration of the many parts and elements of the proposed program.

Phase I: Advisory Team Formation, Kick-Off, and Evaluation

Program Foundation		
Proposed Timeline: March-April 2012		
<u>Component Task</u>	<u>Action/Activities</u>	<u>Associated Timeline</u>
Task 1: Program Kick-Off and Advisory Group Formation	<ul style="list-style-type: none"> Community contact with governmental, NGO, FBO, and private stakeholders to form Community BCRR Advisory Group 	2 weeks
Task 2: Program Baseline and Evaluation	<ul style="list-style-type: none"> Solidify agreement with UASI Steering Committee and Dr.[x] for program evaluation and pilot objective scope of work 	1 week
Task 3: Community Leader/Facility Identification and Invitational	<ul style="list-style-type: none"> Conduct community leadership invitational workshop for kick-off purposes 	~1 week
Task 4: Hire Program Support Staff	<ul style="list-style-type: none"> Position Support Staff 	TBD

Phase I Deliverables	<ul style="list-style-type: none"> • Advisory Group Listing • Community Partnership Commitment Agreement • Program Evaluation Scope of Work • Community Leadership Listing • Community Facilities Listing • Youth Engagement Organization Listings 	
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Phase II: Community Capability Assessment

Community Capability Assessment		
Proposed Timeline: May-June 2012		
<u>Component Task</u>	<u>Action/Activities</u>	<u>Associated Timelines</u>
Task 1: Community Stakeholder Contact	<ul style="list-style-type: none"> • Conduct Interviews • Conduct Engagement Workshops 	1-2 weeks
Task 2: Community Facility Inventory	<ul style="list-style-type: none"> • Conduct Agency Record Search, • Community Asset Inventory • Community Walk-through 	2-3 weeks
Task 3: Community and Youth Engagement	<ul style="list-style-type: none"> • Community Outreach Data: Surveys, Questionnaires, People Polling 	2 weeks
Task 4: Focus Group Formation	<ul style="list-style-type: none"> • Focus Group Assessment Training Curriculum Design • Program Material Design Context 	TBD
Phase II Deliverables	<ul style="list-style-type: none"> • Community Program Kick-off/Preparedness Fair/Workshop • Community Leadership Pool-(5-10 individual/community) • Community Organization Pool-(5-10 organization/community) • Community Facility Pool-(5-10 organization/community) 	

Phase III: Educational Outreach

Educational Outreach		
Proposed Timeline: June-September 2012		
<u>Component Task</u>	<u>Action/Activities</u>	<u>Associated Timelines</u>
Task 1: Outreach Material Design and Development	<ul style="list-style-type: none"> • Develop outreach material based on design contest • Map existing community engagement activities for outreach • Social media tool development 	1 month
Task 2: Training Material Design and Development	<ul style="list-style-type: none"> • Explore Picture-Based Curriculum Development • Develop Training Material Prototypes/Modules • Conduct Train-the-Trainer 	1 month
Task 3*: Training Material Focus Group Test	<ul style="list-style-type: none"> • Test training materials for effectiveness • Develop video curriculum 	1-2 weeks
Task 4: Community Organization Workshops	<ul style="list-style-type: none"> • Engage with CBOs, FBOs for recruitment of facilities & potential trainers • Conduct CBO,FBO,NGO preparedness workshop • Obtain site-usage agreements 	2- 3 weeks
Task 5: Outreach Material Production and Distribution	<ul style="list-style-type: none"> • Develop marketing strategy • Produce and distribute outreach materials 	~2 weeks
Phase III Deliverables	<ul style="list-style-type: none"> • Instructional Guides & Material Development • Training Module Curriculum Development • BCRR Training Guides- Participant Handbook • Outreach Material Production 	
*Task Completed in conjunction with Phase IV		

Phase IV: Transformative Training

Transformative Training		
Proposed Timeline: August 2012-January 2013		
<u>Component Task</u>	<u>Action/Activities</u>	<u>Associated Timeline</u>
Task 1: Training Material Development	<ul style="list-style-type: none"> • Development of training material based focus group assessment 	2-3 weeks
Task 2: Stakeholder Workshops	<ul style="list-style-type: none"> • Conduct Training Sessions • Identify Community-based Trainers (<i>5 individual/ community</i>) • Conduct Train-the-Trainer Session 	5 months
Task 3: Training Material Production and Distribution	<ul style="list-style-type: none"> • Develop training program schedule • Produce and distribute training materials 	2-3 weeks
Phase IV Deliverables	<ul style="list-style-type: none"> • Training Material Production • Training Module Development • Community BCRR Training Guides- Participant Handbook 	

Phase V: Project Sustainability

Project Sustainability		
Proposed Timeline: December 2012-March 2013		
<u>Component Task</u>	<u>Action/Activities</u>	<u>Associated Timelines</u>
Task 1: Resiliency Committee Formation	<ul style="list-style-type: none"> • Expand Community-based Resilience Committees for long-term community engagement • Sustain partnerships with Advisory Group for outreach/training material production and distribution • Maintain community listing of sites for disaster response and recovery purposes. 	1 month

Task 2: Project Lifecycle	<ul style="list-style-type: none"> • Conduct evaluation of program components and outcomes • Compile and analyze program data for presentation to Advisory Group • Develop program model format that is producible and transferable across bay area • Present results of program 	1-2 months
Phase V Deliverables	<ul style="list-style-type: none"> • Community Resiliency Committee Listing • Committee Bylaws • Committee Activities Calendar • Project Lifecycle Data Sets • Project Evaluation Results • Program Model Document/ Disaster Justice Whitepaper Finalization 	

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