



## 2.1 Identify Your Stakeholders

Use this inventory to identify the stakeholders who will bring skills and knowledge about disaster response and homeless services to a collaborative disaster planning process.

### At a minimum . . .

You should include people who understand disaster planning and people who understand the needs of and services available to homeless and other vulnerable people in your community.

Critical participants include:

✓	Stakeholder	Notes
	Continuum of Care (CoC) members	In most communities, the members of the CoC represent the full spectrum of stakeholders in the homeless assistance, prevention, and service delivery system. The participation of these members is critical to ensuring that the plan reflects a clear understanding of both the populations needing services and the capacity of providers to assist with disaster response. The CoC may already have a disaster planning committee in place.
	Local disaster preparedness/emergency response office representative(s)	Some communities may already have a designated office for disaster preparedness. In the absence of such an office, involve the appropriate executive(s) in the jurisdiction. These may be from the homeland security office, the City Manager, a County Executive, or the Chief of Police.
	Community development and/or housing office	This may include the Administrator of HUD Community Development Block Grant funds, including those with responsibility for data and mapping.
	State and local law enforcement	Identify who in law enforcement is responsible for preparedness training and emergency response.
	First responders	These include medical rescue units, fire departments, and any others with responsibilities related to emergency response, as defined in the disaster response plan.
	People who have experienced or are experiencing homelessness	People who have first-hand experience of homelessness can contribute insights and solutions that may otherwise be overlooked. Use the CoC as a resource to identify individuals who can help with this effort.



## For a more inclusive planning effort . . .

Other stakeholders—including local public officials, the preparedness community, and service provider community—can offer additional insights, contacts, and resources. Additionally, for smaller communities or those that have already engaged in region-wide planning, stakeholders should include individuals from regional and state levels, specifically state and regional disaster preparedness and emergency response officers.

✓ Stakeholder	Notes
Local elected officials	Include those who participate in any community preparedness activities. Absent that, involve jurisdiction leadership such as the Mayor, City/County Manager, or Town or City Council members.
Federal Emergency Management Agency (FEMA) representative	This contact is available from the state or local disaster preparedness office or see: <a href="http://www.fema.gov/regional-contact-information">http://www.fema.gov/regional-contact-information</a> .
Operators of emergency shelters	Identify all agencies that are not members of the CoC.
Operators of transitional housing and permanent supportive housing	Identify all agencies that are not members of the CoC.
Street outreach and feeding programs	Identify all agencies that are not members of the CoC.
Faith-based institutions that provide services to persons who are or are at-risk of experiencing homelessness	Identify all agencies that are not members of the CoC. Include faith-based institutions that provide social services in the form of case management and assisting clients with finding temporary or permanent housing.
Health care providers for the homeless or near-homeless	Identify all agencies that are not members of the CoC.
Mental health service providers	Include those who provide support to homeless persons with mental health issues.
Medical service providers, including hospitals and health care facilities	Include hospitals, public health clinics and facilities, and any individual medical professionals that are willing to volunteer assistance. Medical personnel are needed to treat injuries and prescribe medications for the general public, as well as the homeless population.
Substance use disorders programs	List those who provide support to homeless persons with substance use disorders. They are needed to assist persons suffering from withdrawal or other side effects related to their substance use during a disaster.
Public health officials	Include local and state health departments
Public Housing Authority (PHA) representative and other low-income housing providers	Residents of low-income housing represent a potential vulnerable population; PHAs and others may be able to provide housing resources.
HUD Field Office representative	The HUD Field Office can provide guidance, perspective, and/or access to technical assistance.



## Other stakeholders to consider . . .

There are others in the community you should consider consulting as needed during the planning effort. It is imperative for large jurisdictions to have a basic knowledge of how to contact these individuals, even if they have not previously done so during their planning process.

✓ Stakeholder	Notes
Nonprofit leaders (non-CoC)	Include jurisdiction-wide nonprofits with the networks to reach large numbers of social service agencies and at-risk residents, such as the United Way, NAACP, Salvation Army, LULAC, and Urban League.
National Guard	It often assists with first responder duties and may provide transportation.
American Red Cross	First responders; able to provide a variety of emergency needs: food, shelter, clothing, and medical supplies.
Local Emergency Food and Shelter Program (EFSP) Board	Members include Catholic Charities, Jewish Social Services, and the Salvation Army.
National Voluntary Organizations Active in Disaster (VOAD)	Member organizations represent a diverse group of highly-competent organizations that provide a wide range of skills in service. For information on national and local members, see: <a href="http://www.nvoad.org/">http://www.nvoad.org/</a> .
Humane Society, other local animal rescue groups, and private veterinarians	A comprehensive emergency response addresses the care of service animals and family pets to ease anxiety and facilitate evacuations.
Local business community representatives	This may include Chambers of Commerce and other business associations.
Utilities	Municipal authorities and commissions that provide one or more of the major utilities: gas, electric, water sanitation, telephone, and internet.