**Minnesota Voluntary Organizations Active in Disaster HSEM/MNVOAD: ASSISTANCE REQUEST**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **SECTION 1: Contact Information** | | | | | | | | | | | | | | | | | | | | | |
| **Nature of Incident** | | | |  | | | | | | | | | | **Urgency** | | | | | [ ] High [ ] Moderate  [ ] Low | | |
| **Date** |  | | | | **Time** | |  | | | ( ) AM  ( ) PM | | **Jurisdiction** | | |  | | | | | | |
| **# of Homes/People Impacted** | | | | | |  | | | | | | | | | | | | | **EOC Activated** | [ ]Yes [ ]No | |
| **Emergency Manager** | | | | |  | | | | | | | | | | | | | | | | |
| **Primary Phone** | |  | | | | | | **Alt Phone** | | |  | | | **Email** | | |  | | | | |
| **Emergency Management Response** | | | | | | | |  | | | | | | | | | | | | | |
| **Requesting Agency/Organization** | | | | | | | |  | | | | | | | | | | | | |
| **Point of Contact** | | |  | | | | |  | **Phone #** | | | |  | | | **E-Mail** | |  | | |

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| **SECTION 2: Services Requested** | | | | | |
|  | Advocacy |  | Donations Management |  | Organizational Mentoring |
|  | Animal Assistance/Shelter/Care |  | Elder Care |  | Power/Pressure Washing |
|  | Blankets |  | Emergency Financial Assistance |  | Rebuilding |
|  | Case Management |  | Emergency Repairs |  | Sandbagging |
|  | Chain Sawing |  | Emergency Supplies |  | Sanitization |
|  | Childcare/Counselling |  | Emotional/Spiritual Care |  | Search and Rescue |
|  | Clean-up |  | Equipment |  | Short-term Econ Development |
|  | Communications |  | Financial Services |  | Shower/Laundry |
|  | Community Outreach |  | Fiscal Agent Long Term Recovery |  | Support for Responders |
|  | Community Unmet Needs Assessment |  | Funeral Service Funds |  | Technical Assistance |
|  | Construction Estimating |  | Gutting |  | Therapy Animals |
|  | Coordination of Services |  | Information |  | Translation Services |
|  | Counselling |  | Listening/Referral |  | Transportation |
|  | Credit Counseling |  | Long Term Recovery |  | Volunteer Services/Coordination |
|  | Critical Incident Stress Debriefing |  | Mass Care |  | Volunteer Reception |
|  | Damage Assessment |  | Mass Feeding (Fixed) |  | Warehousing |
|  | Debris Removal |  | Mass Feeding (Mobile) |  |  |
|  | Distribution of Goods |  | Mass Sheltering |  |  |
|  | Disaster Education & Planning |  | Mental Health Crisis Counseling |  |  |
|  | Disaster Health Services |  | Muck out |  |  |
|  | Disaster Welfare Inquiry |  | Organizational Capacity Planning |  |  |

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| --- | --- | --- | --- |
| **Needed** |  | **Quantity** |  |
| **Needed** |  | **Quantity** |  |

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|  |
| **Information taken by:** **Phone:** **Date/Time:** |
| **Organization:** **Position:** |

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| **SECTION 3: Detailed Description** |
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| **Delivery/Reporting Location** | |  | | | | |
| **Receiving POC** |  | | **Phone #** |  | **E-Mai:** |  |

**SECTION 4: MN VOAD EMERGENCY MEETING/CONFERENCE CALL**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** |  |  | **Time** |  | [ ]AM  [ ]PM | | **Location** | |  |
| **Conference #** | |  | |  | | **Conference ID** | |  | |

**SECTION 5: COORDINATION CALL COMPLETION**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Was Request Filled** | | | [ ]Yes [ ] No | | **If No, why** | |  | | | | | **Date** |  | |
| **Agency/Organization Responding** | | | | | |  | | | | | | | | |
| **Services Provided** | |  | | | | | | | | | | | | |
| **# of Volunteers Mobilized** | | | |  | | | | | **# of Volunteer Hours** | |  | | | |
| **Additional Comments** | | | | | | |  | | | |  | | |  |
|  | | | | | | | | | | | | | | |
| **Completed By** |  | | | | | | | **Date:** | |  |  | **Copies Given:** | | [ ]Yes  [ ]No |

*SUBMIT TO THE STATE DUTY OFFICER \* After completed, copies should be supplied to the requestor, the agency/organization that filled the request, local emergency manager, and the HSEM Volunteer Resources Coordinator. August 11, 2020*