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Upcoming Conferences and Training

Emergency Preparedness and Response Conference (for People with Disabilities, the Elderly, Pediatrics and Animals). December 13-14, 2006 in Washington, D.C. Sponsored by the Homeland Defense Journal and the National Organization on Disability. For more information, visit http://www.homelanddefensejournal.com/hdl/conf_emergencypreparedness.htm.

28th Annual International Disaster Management Conference. February 8-11, 2007 in Orlando, FL. Sponsored by the Emergency Medicine Learning and Resource Center (EMLRC). For more information, visit www.emlrc.org/disaster2007.htm.

9th World Conference on Stress, Trauma, and Coping. February 14-18, 2007 in Baltimore, MD. Sponsored by the International Critical Incident Stress Foundation (ICISF). Visit www.9thworldcongress.org/ for more information.

National Emergency Management Summit. March 4-6, 2007 in New Orleans, LA. Sponsored by *Health Affairs*, the *Harvard Health Policy Review* and the Louisiana Hospital Association. For more information, visit www.emergencymanagementsummit.com/.

6th UCLA Conference on Public Health and Disasters. May 6-9, 2007 in Torrance, CA. Sponsored by the UCLA Center for Public Health and Disasters. For more information, visit www.cphd.ucla.edu/.

MRC-NACCHO Capacity-Building Grants Available

The National Association of County and City Health Officials (NACCHO), with support from the MRC program, is pleased to announce the availability of capacity-building funding for local MRC units. The purpose of this funding is to support the development of MRC units and to promote the integration of MRC units into their local public health and emergency response systems.

Funding is available in the amount of \$10,000 per eligible MRC unit. In order to be eligible for funding, MRC units must:

- Be registered with the MRC program, or have submitted an application for registration on the MRC website by November 15, 2006 (potential units that have submitted a registration application prior to November 15th will have their reviews expedited. Only units that have had processing completed and are approved by the date of the proposal review will be considered eligible).
- Be housed in an organization capable of accepting funding (i.e. with acceptable tax ID) through NACCHO contract mechanism.
- Have updated their profile on the MRC website (www.medicalreservecorps.gov) during the period August 15-November 15, 2006 (not applicable to units in process of registration).

- Be working towards NIMS compliance (see http://www.fema.gov/pdf/emergency/nims/nims_tribal_local_compliance_activities.pdf for more information).
- Agree to update their online profile at least once every three months.
- Agree to participate in future MRC unit Technical Assistance assessments.

The following application forms and documents can be found at:

<http://www.naccho.org/topics/emergency/MRC.cfm> or <http://www.medicalreservecorps.gov/NACCHOMRC Awards>

- Request for proposals (which outlines eligibility and application criteria as well as the time line for funding).
- Application form, including a cover sheet with checklist.
- Template for letter of support from partner organizations.

Applications are due to NACCHO no later than December 15, 2006.

You may submit application materials by e-mail, fax or mail. Applications should be sent to:

NACCHO
c/o Mary Ann Carr
1100 17th Street NW
Second Floor
Washington, DC 20036
E-mail: MCarr@naccho.org
Fax: (202) 318-8099

If you have any questions about the application, please contact Emily Cohen at (202) 783-5550 ext. 269 or ecohen@naccho.org.

Guidance on Providing Mass Medical Care Available

The U.S. Department of Health and Human Services' Agency for Healthcare Research and Quality (AHRQ) has developed guidance to assist communities and organizations at all levels of government with planning for and responding to a mass casualty event (MCE).

This guide was written by experts in six areas related to mass casualty care: pre-hospital care; hospital and acute care; alternative care sites; palliative care; ethical issues; and legal considerations. The guide provides information on:

- The circumstances that communities are likely to face in an MCE.
- Key constructs, principles, and structures to be incorporated into the planning for an MCE.
- Approaches and strategies that could be used to provide the most appropriate standards of care possible under the circumstances.
- Examples of tools and resources to help states and communities in their planning process.
- Examples of how specific health systems, communities, or states have approached various issues in their MCE-related planning efforts.

This guide may be downloaded as a PDF file by clicking on the following link: *Providing Mass Medical Care with Scarce Resources: A Community Planning Guide* ([PDF File](#), 1 MB).

MRC-NACCHO Capacity Building Awards FAQs

MRC Registration

I'm thinking about starting an MRC unit. Do I have time to register in order to receive the NACCHO funding?

As the RFP states, consideration will be given to potential MRC units that have submitted an application for registration on the MRC Web site by November 15, 2006. Note that you must receive approval to become an MRC unit from the Office of the Surgeon General by the time your funding application is reviewed. The sooner you submit an application (see <http://www.medicalreservecorps.gov/StartMRC> for instructions on registering a new unit), the more time it will have for review. You must submit a registration application to the MRC Program Office before you submit a funding application to NACCHO. Funding applications are due to NACCHO by December 15, 2006.

My MRC is registered as a regional MRC that includes multiple counties. Are we eligible for multiple awards from NACCHO?

No. Each registered MRC unit is eligible to receive the same amount of funding, regardless of how many counties it represents.

Letters of Support

If my MRC is housed in the public health department or emergency management agency, would a letter from someone in the department/office count as a letter of recommendation (such as from the director or the BT coordinator)?

Yes, one letter could be from a leader within the housing organization.

Can the MRC unit leader write the recommendation letter?

No, the unit leader may not write a letter of recommendation for his or her own unit.

Can other MRC units count as partner organizations to write letters of support?

Yes, as long as there is a close partnership. However, letters from other local partner organizations are preferred.

Can I submit more than two letters?

Yes, but it is not required, nor will it add any "extra points" in the review process.

If a letter is not from an acceptable entity, will it be sent back and another one requested?

Yes, but only if it is received before December 15, 2006. The replacement letter must be received before December 15, 2006 to be included in the application.

Do I have to use the exact verbiage that is given in the template letter?

No, you don't have to use the template at all. It is given only as an example.

Can existing letters of support be used?

The letter of support should be written in response to the RFP and should not be for another purpose.

NIMS Compliance

The application only has check boxes to verify NIMS compliance. Will you require further justification?

No, we will not require further justification.

Is it sufficient to say that my housing organization is NIMS compliant?

No, the MRC unit itself should be working towards NIMS compliance as well. MRC leaders and volunteers should be working towards completion of the recommended NIMS courses, and the unit operational plans should follow NIMS and ICS guidelines.

Do ALL volunteers need to take the recommended NIMS training courses?

Yes, you should be working towards having all volunteers meet the minimum NIMS recommendations.

Is it sufficient to be working towards all leadership taking the courses and following those principles?

No, MRC leaders AND volunteers should be working towards completion of the recommended NIMS courses, and the unit operational plans should be established to follow NIMS and ICS guidelines.

Technical Assistance Assessments

What do you mean by "agree to participate in future MRC unit technical assistance assessments?"

The MRC program office is developing a review mechanism, to be conducted periodically by the MRC regional coordinators, to assess the local MRC units' successes, challenges and needs. This will allow them to gather information and provide improved technical assistance. More information will be coming out about this in the next few months.

Current Activities

What is "current?" How far back should I go?

There is no limit on how far back you should go. Enough information should be given for a reviewer to become familiar with the unit and the type of activities that it is working on.

How much information should I provide?

There is no minimum or maximum. Enough information should be given to allow the reviewer to get an idea of what the unit does. A bulleted list is sufficient. You can always add more detailed information on the online unit profile.

Use of Funding**How much information should I provide?**

Again, there is no maximum or minimum amount of information. Give enough information for a reviewer to understand what the unit will be using the funding for.

What are some examples of ways for the funding to be used?

The following are some areas in which the funds might be used (this is not a comprehensive list):

- Compensation for the MRC coordinator
- Office space and equipment
- Apparel (e.g., polo shirts, etc.)
- Equipment (e.g., go-kits, etc.) for volunteers
- Advertising costs associated with recruitment
- Background checks
- Software for volunteer management
- Training materials
- Identification (ID) badges
- Travel

May funding be used for the MRC unit coordinator's salary?

Yes, funding may be used for coordinator salary.

May funding be used for travel costs?

Yes, funding may be used for travel costs. Please note that each unit will also be eligible to receive additional funds (not part of this RFP) for travel to regional and national MRC meetings.

May funding be used for translation of materials into Spanish or other languages?

Yes, funding may be used for translation of materials.

Can the sponsoring entity (e.g., county health department) charge overhead for administering the funding?

The funding is not intended to provide infrastructure development or overhead for the housing organization, but rather to provide resources for MRC units.

Tax ID Guidance**Does my MRC unit need to become a non-profit organization in order to be eligible for this funding?**

The MRC unit itself does not need to become a non-profit organization; rather, it should be sponsored/housed in an organization with a tax ID (note that "organization with a tax ID" also does not necessarily have to be a non-profit).

Time Line**When will the funding be distributed?**

Funds will be distributed in March 2007.

By when must the funding be used?

Funds are for one year; therefore, they should be used by March 2008.

Will I have to send financial reports to NACCHO?

NACCHO will not require financial reporting. However, you will be required to participate in MRC technical assistance reviews and update your profile on the MRC web site at least once every three months. See <http://www.medicalreservecorps.gov/MemberResources/UpdateUnitInformation> for information on updating your online profile.

Statewide MRC Meeting to Be Held in Michigan

Michigan's MRC units will be participating in a statewide MRC meeting on December 11, 2006 from 10:00 a.m. to 2:00 p.m. The meeting will be held at Montcalm EMS, 659 North State Road, Stanton, MI, which is located on M-66, on the north end of Stanton, and in the same building as the Montcalm Sheriff's Department.

Meeting topics will include state updates; training and conferences; regional issues; and resources.

For more information or register for the meeting, contact Denise Hubbard, United Way & Volunteer Connections of Montcalm, at dhubbard@mcvolunteerconnections.org or (616) 225-1082.