

LOCAL PARTNERSHIP AGREEMENT TEMPLATE

The purpose of this Local Partnership Agreement is to describe the ways in which the <Red Cross Region/Chapter> and <MRC Unit Name> will cooperate to help their communities prepare for, respond to, and recover from emergencies. The <Red Cross Region/Chapter> and <MRC Unit Name> agree through this partnership agreement to strengthen their relationship and work together on the projects described below and other activities consistent with their shared goals. *<Enter a sentence or two about activities both organizations plan on doing together or other narrative as appropriate.>*

All terms and conditions outlined in the Memorandum of Agreement between the American National Red Cross and the Office of Medical Reserve Corps apply to the local partnership. This local partnership agreement serves to communicate how the terms and conditions will be carried out in accordance with local needs and may include more specific information as needed.

(This section titled 'Areas of Cooperation' should describe specific activities that have been agreed upon by both organizations and how they will be completed. Below are suggestions and examples of activities, all of which may be changed and should be further detailed to include specific roles & responsibilities, training, communication strategy, and activation protocols.)

AREAS OF COOPERATION:

1. **Preparedness Activities**

- a. *The <MRC Unit Name> will support the American Red Cross Home Fire Campaign by supporting efforts to canvass high-risk neighborhoods, install free smoke alarms, replace batteries in existing alarms, provide home fire safety tips, and help families create escape plans.*
 - *Roles & Responsibilities:*
 - *Training:*
 - *Communication Strategy:*
 - *Activation Protocols:*
- b. *The <MRC Unit Name> and <Red Cross Region/Chapter> will coordinate to make community preparedness information and training available to support each organization's efforts to create prepared communities. For example, the two organizations will collaborate to deliver CPR, AED, First Aid, Basic Life Support (BLS), Stop the Bleed, and/or other related trainings to volunteers, community members, and other identified groups.*
 - *Roles & Responsibilities:*
 - *Training:*
 - *Communication Strategy:*
 - *Activation Protocols:*

- c. *The <MRC Unit Name> and <Red Cross Region/Chapter> will actively participate in reviewing state and local emergency operations plans to coordinate participation, maximize timely and comprehensive services to the community and mitigate duplication of effort. The two organizations will also participate on local planning committees, such as local emergency planning committees (LEPCs), to ensure collaboration with other public health and emergency management stakeholders.*
- *Roles & Responsibilities:*
 - *Training:*
 - *Communication Strategy:*
 - *Activation Protocols:*
- d. *The <MRC Unit Name> and <Red Cross Region/Chapter> will participate in joint disaster exercises and drills.*
- *Roles & Responsibilities:*
 - *Training:*
 - *Communication Strategy:*
 - *Activation Protocols:*
- e. *Other community preparedness and disaster readiness efforts as identified at the local level.*

2. Response Activities

- a. *In response to disasters and/or emergencies, the <MRC Unit Name> and <Red Cross Region/Chapter> will partner to address the immediate needs of affected communities, including providing the following support services:*
- i. *Sheltering (e.g., managing shelters, providing health and mental health services)*
 - *Roles & Responsibilities:*
 - *Training:*
 - *Communication Strategy:*
 - *Activation Protocols:*
 - ii. *Feeding (e.g., in shelters, on mobile routes, at fixed sites in the impacted communities)*
 - *Roles & Responsibilities:*
 - *Training:*
 - *Communication Strategy:*
 - *Activation Protocols:*
 - iii. *Supporting Family Assistance Centers (e.g., managing family assistance centers, providing health and mental health services)*
 - *Roles & Responsibilities:*
 - *Training:*
 - *Communication Strategy:*
 - *Activation Protocols:*

- iv. *Supporting Multi-Agency Resource Centers (e.g., serving as ambassadors, providing health and mental health services)*
- *Roles & Responsibilities:*
 - *Training:*
 - *Communication Strategy:*
 - *Activation Protocols:*

3. Recovery Activities

- a. *The <MRC Unit Name> and <Red Cross Region/Chapter> will work together to enhance capability and service delivery in recovery efforts. For example, the two organizations will partner to operate clean-up kit points of distribution (PODs) or other relief supply distribution efforts for affected community members post-disaster.*
- *Roles and Responsibilities:*
 - *Training:*
 - *Communication Strategy:*
 - *Activation Protocols:*
- b. *Other recovery efforts as identified at the community level*

4. Supporting Community Blood Drives

- a. *In those localities where the Red Cross operates a blood center or regularly collects blood, the <MRC Unit Name> will support Red Cross blood drive efforts by distributing educational information about the need for regular blood donations and donor eligibility through established communication channels, assist with active blood donor recruitment, and/or provide volunteer support at established Red Cross blood collection facilities.*
- *Roles and Responsibilities:*
 - *Training:*
 - *Communication Strategy:*
 - *Activation Protocols:*

5. Other Cooperative Actions

- a. *The <MRC Unit Name> and <Red Cross Region/Chapter> will actively seek to identify other areas within their respective organizations where cooperation and support will be mutually beneficial and to amend this partnership agreement accordingly to include such agreements.*
- *Roles and Responsibilities:*
 - *Training:*
 - *Communication Strategy:*
 - *Activation Protocols:*

With respect to the partnership activities described in this MOA, each organization will maintain its own identity, establish its own policies, and finance its own activities. Both organizations will allocate responsibility for any shared expenses in writing in advance of any commitment. Finally, both organizations agree not to use or display any trademarks of the other without first receiving the express written permission to do so.

Signatures

Medical Reserve Corps

American Red Cross

By: _____
(Signature)

Name: _____

Title: _____

Date: _____

By: _____
(Signature)

Name: _____

Title: _____

Date: _____

Points of Contact

<MRC Unit Name>

<American Red Cross Region/Chapter
Name>

Contact	
Title	
Address	
Phone	
e-mail	

Contact	
Title	
Address	
Phone	
e-mail	

Local and National Engagement Opportunities for MRC Units and Volunteers (Medical and Behavioral Health) at Red Cross Service Delivery Sites

The American Red Cross Disaster Services program and the Medical Reserve Corps share a common mission; both are volunteer-driven organizations committed to making their communities safer, healthier, and more resilient, particularly in the aftermath of disasters and other public health emergencies. This matrix outlines opportunities and provides operational guidance for MRC units and volunteers who wish to support disaster health services and disaster mental health at Red Cross service delivery sites (e.g., shelters, family assistance centers). Implementation of the below guidance must be discussed, documented in a local partnership agreement, and carried out at the local/regional level.

Opportunities & Guidance	Partner Affiliate – Local Disaster Relief	Partner Affiliate – National Disaster Relief
Engagement	Engagement as an MRC unit in support of local or regional Red Cross preparedness and disaster response. Service delivery activities would adhere to Red Cross doctrine and protocols and include Disaster Health and Disaster Mental Health services in support of Red Cross workforce. Note: If the MRC unit is providing health and/or mental health services, they must be activated through their standard activation procedures (e.g., by the local or state Emergency Operations Center or MRC Housing Agency) to ensure adequate liability and volunteer protections exist, if applicable.	Deployment as an individual MRC volunteer in support of a national Red Cross Disaster Relief Operation. Service delivery would adhere to Red Cross doctrine and protocols and include Disaster Health and Disaster Mental Health services in support of Red Cross workforce. Pre-registration is required through the American Red Cross' volunteer management system, called <i>Volunteer Connection</i>. An activation request must come through American Red Cross National Headquarters.
Background Check	An MRC unit background check is acceptable if it meets or exceeds Red Cross background check standards. Red Cross can provide background checks in lieu of an MRC unit background check, if necessary.	Red Cross conducts background check as part of the registration process.

Opportunities & Guidance	Partner Affiliate – Local Disaster Relief	Partner Affiliate – National Disaster Relief
Liability and Insurance	The local MRC unit provides professional liability protection, as applicable. May be provided by Red Cross, if necessary.	Red Cross provides professional liability protection, as applicable.
Travel and Other Expenses	The local MRC unit manages travel and other expenses, if applicable.	Red Cross manages travel and other expenses (e.g., housing, meals).
Uniforms/Branding	As a recognized partner affiliate, MRC volunteers may wear MRC-branded uniforms while serving in a Red Cross service delivery site.	As a recognized partner affiliate who is registered in the Volunteer Connection system, MRC volunteers may wear MRC-branded uniforms while serving in a Red Cross service delivery site.
Required Training – Expedited Red Cross Service Associate Training	Total Training: DHS ~2.75 hrs. / DMH ~4.75 hrs. - Disaster Cycle Services: An Overview (25 min) - Concept of Operations (18 min) - DHS Fundamentals (2 hours) or DMH Fundamentals (4 hours) - DHS only: Maintain certification in Red Cross Basic Life Support or CPR/AED for the Professional Rescuer (American Heart Association)	Total Training: DHS ~3.5 hrs. / DMH ~5.5 hrs. - Disaster Cycle Services: An Overview (25 min) - Concept of Operations (18 min) - DHS Fundamentals (2 hours) or DMH Fundamentals (4 hours) - Additional Deployment Training (45 mins) - DHS only: Maintain certification in Red Cross Basic Life Support or CPR/AED for the Professional Rescuer (American Heart Association)

Professional Licensure Requirements (dependent on Red Cross activity)

- Disaster Health Services*:**
Licensed Advanced Practice Nurse, Registered Nurse, Licensed Practical Nurse, Medical Doctor, Doctor of Osteopathic Medicine, Physician Assistant, Paramedic, Certified EMT

- **Disaster Mental Health*:**

Psychiatrist, Psychologist, School Psychologist, Master's Degree & Licensed Social Worker, Professional Counselor, Marriage and Family Therapist, School Counselor

*Individual responders must have an active, unencumbered license or certification that allows them to provide services in the state where the client/worker is located; or a governmental act, waiver, or provision in place to allow out of state licensed or certified individuals or volunteers to provide professional services in the state where the client/worker is located.

Primary DHS and DMH Activities

- **Act:** Ensure immediate response to clients requiring emergency health or mental health services.

Assess: Client's level of health and mental health risk in a shelter environment or other service delivery site. Assess and monitor clients with complex health and mental health needs. Determine need for shelter modifications or other access and functional needs accommodations.

- **Provide:** Standard hands-on care for minor injury or illness. Triage and document other health or mental health needs. Assist with replacement of lost or damaged medications and medical supplies/devices (i.e., dentures, eyeglasses, or ostomy supplies). Provide general health education and disaster-related health risk education (mold, poor air quality, toxic fumes, cold, heat, etc.). Provide short-term support to individuals and families struggling with mental health needs by providing psychoeducation on trauma, grief, and expected reactions to extreme stress. Facilitate referrals to community resources.
- **Report:** Adhere to mandatory reporting requirements (e.g., known, or suspected domestic violence, child, elder & dependent adult abuse, sexual assault, human trafficking; immediate risk to self or others; infectious/communicable diseases) and when warranted, facilitate contact with the appropriate local or state entity to report other disaster-related safety issues (mold, poor air quality, toxic fumes, cold, heat, etc.).