

# **LES Ready! – The Lower East Side Long Term Recovery Group**

Membership Memorandum of Understanding

## **MISSION STATEMENT**

The Lower East Side Long Term Recovery Group (the LES LTRG) is a coalition of community groups and institutions that will cooperatively coordinate our response, resources, preparedness planning and training in response to Hurricane Sandy and in the event of future disasters. Our work focuses on Manhattan's Community Board 3 area and the immediately adjacent neighborhoods that our groups may serve.

Future disasters may be events that disrupt/dislocate residents; disrupt power, communications, and transportation; cause shortages in basic goods and services; and threaten life and/or the community's built environment.

The LES LTRG is inclusive and open to community groups, organizations, and institutions that wish to be actively involved in preparing for and responding collaboratively to these disasters.

As such, the Coalition will address the following to ensure that even the most vulnerable in the community are prepared to persevere through and recover from disasters:

1. To formulate, coordinate and provide for the dissemination of information related to Disaster Response and Preparedness that serves both residential and institutional use, collectively serving the welfare of the wider community.
2. To formulate, coordinate and provide for long-term recovery and mitigation in response to Sandy or future disasters, which serves both residential and institutional use, collectively serving the welfare of the wider community.
3. To advocate for and thereby assure additional long-term assistance in the wake of Sandy or future disasters to the most vulnerable affected populations who are eligible for basic needs, referrals, and other additional services as necessary.

## Section I – Information

Organizations completing this Memorandum of Understanding acknowledge that this form will be reviewed by the Executive Committee of the LTRG. Upon review and acceptance, the information here-in will be used to support disaster preparedness, response and long term recovery in the Lower East Side communities. Participating organizations agree to collaborate in planning, response and recovery from disasters in accord with the By-laws of the LES LTRG.

Organization Name*					
Primary Location* (number and street name)					
City*		State*		ZIP Code*	
Mailing Address (if different than primary location) (number and street)					
City		State		ZIP Code	
Website					
<b>Executive Leader</b>					
Name*					
Title*					
Office Phone*			Mobile Phone		
Email*					
<b>Primary Point of Contact during an Emergency</b>					
Name*					
Title*					
Office Phone*			Mobile Phone*		
Email*					

Primary Point of Contact for LES Ready! – Organizational Representative			
Name			
Office Phone		Mobile Phone	
Email			
Communications Contact – Staff Member in Communications Department			
Name			
Office Phone		Mobile Phone	
Email			
Type of Organization (Please choose one)*			
<input type="checkbox"/> Nonprofit Service Provider	<input type="checkbox"/> Small Business	<input type="checkbox"/> Religious Congregation	
<input type="checkbox"/> Block Association	<input type="checkbox"/> Tenant Association	<input type="checkbox"/> HDfC	
<input type="checkbox"/> Medical / Health Provider	<input type="checkbox"/> National Organization	<input type="checkbox"/> State Organization	
<input type="checkbox"/> Elected Office	<input type="checkbox"/> Appointed Office	<input type="checkbox"/> NY State Agency	
<input type="checkbox"/> School / Educational Entity	<input type="checkbox"/> Community Association	<input type="checkbox"/> Other	
<input type="checkbox"/> Unincorporated Community Based Organization			
If 'Other,' please specify the type of organization			

## Section II – Resources

Organizations are asked to identify the primary resources they bring to the categories below. Areas indicated below are for assessment and coordination purposes and are not necessarily binding on organizations. Checking items indicates current organizational capacity and ability to provide these services. Please mark those you are most likely able to provide.

### Long Term Recovery\*

<input type="checkbox"/> Housing	<input type="checkbox"/> Muck Out	<input type="checkbox"/> Mold Remediation
<input type="checkbox"/> Rebuilding	<input type="checkbox"/> Re-Location	<input type="checkbox"/> Mortgage Assistance
<input type="checkbox"/> Financial Assistance	<input type="checkbox"/> Free Tax Assistance	<input type="checkbox"/> Legal Services
<input type="checkbox"/> Rental Assistance	<input type="checkbox"/> Case Management	<input type="checkbox"/> Immigrant Services
<input type="checkbox"/> Referral Services	<input type="checkbox"/> Senior Citizen Services	<input type="checkbox"/> Furniture
<input type="checkbox"/> Appliances	<input type="checkbox"/> Advocacy	<input type="checkbox"/> None – N/A
<input type="checkbox"/> Other (Please specify)		

### Planning / Preparedness\*

<input type="checkbox"/> Health and Safety Training	<input type="checkbox"/> Disaster Planning	<input type="checkbox"/> Disaster Preparedness
<input type="checkbox"/> Government Service Org.	<input type="checkbox"/> Elected Official	<input type="checkbox"/> Community Outreach
<input type="checkbox"/> Charting and Mapping	<input type="checkbox"/> Advocacy	<input type="checkbox"/> Communications
<input type="checkbox"/> None – N/A	<input type="checkbox"/> Other (Please specify)	

### Immediate Disaster Response\*

<input type="checkbox"/> Food	<input type="checkbox"/> Clothing	<input type="checkbox"/> Sheltering
<input type="checkbox"/> Critical Supplies	<input type="checkbox"/> Medical Support	<input type="checkbox"/> Medical Supplies
<input type="checkbox"/> Mental Health Support	<input type="checkbox"/> Communications	<input type="checkbox"/> None – N/A
<input type="checkbox"/> Other (Please specify)		

<b>Volunteer*</b>		
<input type="checkbox"/> Housing	<input type="checkbox"/> Coordination	<input type="checkbox"/> Showers
<input type="checkbox"/> Supplies	<input type="checkbox"/> HUB	<input type="checkbox"/> POD
<input type="checkbox"/> Vehicles	<input type="checkbox"/> Communications	<input type="checkbox"/> Generators
<input type="checkbox"/> None – N/A	<input type="checkbox"/> Other (Please specify)	
<b>Translation*</b>		
<input type="checkbox"/> Spanish	<input type="checkbox"/> Mandarin	<input type="checkbox"/> Cantonese
<input type="checkbox"/> Hebrew	<input type="checkbox"/> Russian	<input type="checkbox"/> French
<input type="checkbox"/> None – N/A	<input type="checkbox"/> Other (Please specify)	

### Section III – Participation

LES READY! members meet once a month during the General Membership meeting.

LES READY! membership consists of voting and non-voting members. A voting member is an entity or organization that: attends at least 8 of the 11 LTRG meetings; has signed an MOU detailing resources available for this effort; and is willing to participate during and after a disaster. Voting members are encouraged to participate in LES READY! Working Groups.

A non-voting member is a government agency, national entity, or an entity/organization with limited capacity that: participates in an advisory capacity; can attend, but not vote at LTRG general and Working Group meetings; has signed an MOU; and may choose to participate during and after a disaster.

#### Membership (Type)\*

Please indicate which membership you are interested in:

Voting

Non-voting

#### Working Group(s) Participation\*

Please indicate which Working Group(s) you are interested in joining:

Disaster Resiliency

Case Management/Unmet Needs

Resources

Events & Fundraising

NY Rising

Communications & Media

Additional Working Groups will be added as needed. Please indicate if there is an area of skills or interest not already covered.

Is someone from your organization able and willing to serve as a co-chair of a committee?\*

Yes

No

If so, please identify person if possible:

Name

Title

Phone

Email

Committee

## Section IV – Organizational Outreach

LES READY! is always looking to expand coalition membership, particularly among faith-based organizations, community cultural centers, and tenant associations. Please utilize the space below to identify any non-member organizations at work in Manhattan Community Board 3 that may assist in our mission.

Organization Name			
Contact Person			
Phone		Email	
Organization Name			
Contact Person			
Phone		Email	
Organization Name			
Contact Person			
Phone		Email	
Organization Name			
Contact Person			
Phone		Email	
Organization Name			
Contact Person			
Phone		Email	
Organization Name			
Contact Person			
Phone		Email	

## Section V – Terms of Agreement / Signature Page

LES READY! member organizations must renew their membership in the LES READY! Coalition every two years. This MOU agreement applies from July 1, 2016 – June 30, 2018.

By signing this MOU, my organization understands that it is seeking to become a partner in the Lower East Side Long Term Recovery Group and support the organized activities for planning response and recovery for the residents and neighborhoods of the Lower East Side. Once reviewed and accepted by the LTRG, my organization will strive to be an active participant in the LTRG and will provide as possible resources to this collaborative effort for effective disaster planning and response. My organization agrees to collaborate in planning, response and recovery from disasters in accord with the By-laws of the LES LTRG. Further my organization understands any materials provided by the Lower East Side LTRG, such as two-way radios and LES Ready vests, will only be used in accordance to the guidelines set forth by the coalition. As a voluntary member of the LTRG, we understand that we can withdraw from participation at any time through a formal notice submitted to the Executive Committee.

The LTRG will provide my organization with information and resources as possible relevant to disaster planning, response activity and long term recovery. It will also be a voice of advocacy in broader forums and with local, state and national governments and organizations.

The members of the LTRG operate in good faith with one another and are committed to transparency as resources and funding opportunities arise. These opportunities will be shared with members as best as possible as they are known to the LTRG and members will strive to dialogue on how each member can secure appropriate resources to sustain their participation.

Organization Name*	
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### Authorized Signer for Organization\*

Full Name*	
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Title*	
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**Upon completion of this MOU please email, mail, or hand deliver a copy of the entire document signed by an authorized representative from your organization.**

Email to:	lesreadyinfo@gmail.com
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Mail to:	Chris Barrett c/o Nazareth Housing, Inc. 519 E 11 <sup>th</sup> St., Storefront New York, NY 10009
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