



## K0490: Voluntary Agency Coordination in Disasters

### Course Dates:

November 4–8, 2024  
(10 a.m.–4 p.m. Eastern Time)

June 23–27, 2025  
(10 a.m.–4 p.m. Eastern Time)

### Course Description:

The purpose of this course is to prepare students to coordinate community and voluntary disaster resources; develop and maintain partnerships; establish and maintain communications with partners, the public, and the media; and share information and resources to maximize services to disaster survivors.

### Course Goal:

The purpose of this course is to help participants coordinate community and voluntary disaster resources before, during, and after a disaster.

### Course Objectives:

- Coordinate community and voluntary disaster resources before, during, and after disasters.
- Develop and maintain partnerships.
- Establish and maintain communications with partners, the public, and the media before, during, and after disasters.
- Share information and resources to maximize services to disaster survivors.

### Course Length:

26.25 hours of online instruction. This virtual course will be held over 5 consecutive days (6 hours/day).

### Location:

This course will be delivered as a facilitated, distance learning training event using Adobe Connect sessions

### Prerequisites:

- Required courses:
  - IS0289: Voluntary Agency Liaison (VAL) Overview
- Recommended courses:
  - IS0244.b: Developing and Managing Volunteers
  - IS0029.a: Public Information Officer Awareness
  - IS0201: Forms Used for the Development of the Incident Action Plan
  - E/G0489: Management of Spontaneous Volunteers

### Continuing Education Units (CEUs):

EMI awards 2.6 CEUs for completion of this course.

### Target Audience:

The primary audience for this course includes those who coordinate with voluntary agencies, donors, and private sector partners at the State/Local/Tribal/Territorial (SLTT) level within the National Incident Management System (NIMS) Incident Command structure. These include:

- SLTT Voluntary Agency Liaisons (VALs)
- Mass Care Planners
- Volunteer/Donation Coordinators
- State Service Commissions

Secondary audiences for the course include:

- Private Sector Partners
- SLTT Private Sector Liaisons
- SLTT Social Service/Family Service Agency
- SLTT Preparedness/Resiliency Coordinators
- FEMA VALs

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- Incident Management Teams/Incident Support Teams
- Local Community Organizations Active in a Disaster/Voluntary Organizations Active in a Disaster (VOAD) Members
- Faith-based Organization Representatives
- State Emergency Management Planners
- FEMA and State Exercise Planners
- Emergency Managers (all levels)

Anyone with experience in or professional responsibilities for working with disaster relief response and participating in long-term recovery.

### **To Apply:**

Participants must apply using the National Emergency Training Center (NETC) Online Admissions System to gain access to the course. Before applying through the NETC Online Admissions System, a valid FEMA Student Identification Number (SID) is required.

[Apply for a FEMA SID or find a forgotten FEMA SID.](#)

Access the [NETC Online Admissions System](#).

**Note:** Classes taking place between October 1 and March 31 are considered Semester 1, and classes taking place between April 1 and September 30 are considered Semester 2 in the NETC Online Admissions System.

All EMI applications require an electronic approval from the head of your sponsoring organization.

You will need the name, title, and email address of this person to submit the application. Once your application is submitted, the head of your sponsoring organization that you listed will receive an email from NETC Admissions requesting that they endorse your application. The head of organization will have 14 days to endorse the application.

Non-Federal applicants for EMI courses must use the appropriate [State Training Officer \(STO\)](#) as “Head of Organization.”

### **Application Review:**

To be evaluated for admission into this course, block #16 on the application form must be completed. Please refer to the Target Audience above and indicate how you meet the requirements based upon your position and experience.

**Please Note:** NETC Admissions will notify you of your acceptance into this course via email with an Acceptance Letter/Welcome Package. A separate email will be sent prior to the course outlining additional information to ensure you have a successful experience.

### **Request for Accommodation:**

If you require a reasonable accommodation (sign language interpreters, Braille, CART, etc.), please make the request NLT 15 days prior to the class start date. When making any requests, please provide details on the accommodation; however, DO NOT include medical or other personal information that is protected under the Privacy Act of 1974 or the Health Information Privacy Protection Act (45 CFR Part 160 Subparts A and E of Part 164). Last-minute requests will be accepted; however, they may not be possible to fulfill. Please email these requests to:

[fema-emi-randr@fema.dhs.gov](mailto:fema-emi-randr@fema.dhs.gov).

### **EMI Training Point of Contact:**

For additional information, contact the Response and Recovery Branch at:

[fema-emi-randr@fema.dhs.gov](mailto:fema-emi-randr@fema.dhs.gov).

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