#### **COMMON ACRONYMS**

AA- Alcoholics Anonymous

**ABA-** American Bar Association

**ACE-** Automated Construction Estimating

**AD-** Associate Director

ADAMS- Automated Disaster Assistance Management System

**ALE-** Additional Living Expense

**AOA**- Administration on Aging

**ARC-** American Red Cross

**ASCS-** Agricultural Stabilization and Conservation Service

**ASD-** Acute Stress Disorder

**BFC-** Bill for Collection

CBRNE- Chemical, Biological, Radiological, Nuclear and High-Yield Explosives

**CC**- Crisis Counseling

**CCP-** Crisis Counseling Program

**CDC**- Centers for Disease Control

**CERT-** Community Emergency Response Team

**CFR-** Code of Federal Regulations

**CISD-** Critical Incident Stress Debriefing

**CISM-** Critical Incident Stress Management

**CMHC-** Community Mental Health Center

**CMHS-** Center for Mental Health Services

**CPI-** Consumer Price Index

**CSA**- Core Service Agency

**CSAT-** Center for Substance Abuse Treatment

**DAE-** Disaster Assistance Employee

**DARIS-** Disaster Automated Reporting and Information System

**DD-** Damaged Dwelling

**DDC**- Disaster District Chairman

**DEM**- Division of Emergency Management

**DFC-** Disaster Finance Center

**DFO-** Disaster Field Office

**DH-** Disaster Housing

**DHAP-** Disaster Housing Assistance Program

**DHHS-** Department of Health and Human Services

**DLS**- Disaster Legal Services

**DHS-** Department of Homeland Security

**DLSP-** Disaster Legal Services Program

**DMH-** Disaster Mental Health

**DOB-** Duplication of Benefits

**DOL-** Department of Labor

**DPS**- Department of Public Safety

**DPBRO-** Disaster Preparedness and Business Recovery Office

**DRC-** Disaster Recovery Center

**DRM-** Disaster Recovery Manager

**DTAC-** Disaster Technical Assistance Center

**DUA-** Disaster Unemployment Assistance

**DV-** Disaster Victim

### **EA-** Environmental Assessment

**EMHTSSB-** Emergency Mental Health and Traumatic Stress Services Branch

**EMI-** Emergency Management Institute

**EMS-** Emergency Medical Services

**EOC-** Emergency Operations Center

**EOP-** Emergency Operating Procedure

**ERT-** Emergency Response Team

**ESDRB-** Emergency Services and Disaster Relief Branch

**ESF-** Emergency Support Function

**EST-** Emergency Support Team

# **FCO-** Federal Coordinating Officer

FEMA- Federal Emergency Management Agency

FHBM- Flood Hazard Boundary Map

FIRM- Flood Insurance Rate Map

**FMHA-** Farmers Home Administration

FRP- Federal Response Plan

FSR- Final Statistical Report

FY- Fiscal Year

## **GAR-** Governor's Authorized Representative

**GCO-** Grant Coordinating Officer

**HAZMAT-** Hazardous Materials

**HHS-** Health and Human Services

**HR-** Home Repairs

**HS-** Human Services

**HSO-** Human Services Officer

## IA- Individual Assistance

**ICS**- Incident Command System

IFG- Individual and Family Grant Program

**IFMIS-** Integrated Financial Management Information System

**IMS-** Information Management Systems

**IS-** Infrastructure Support

**ISP-** Immediate Services Program

**KAHBH-** Kansas All-Hazards Behavioral Health Program **KDEM-** Kansas Department of Emergency Management (a.k.a., KEMA)

**LAN-** Local Area Network

**LEDRS**- Livestock Emergency Disease Response System

**MOA or MOU-** Memorandum of Agreement OR Memorandum of Understanding **MRAP-** Mortgage and Rental Assistance Program

**NACCT-** National Advisory Committee on Children and Terrorism

**NASMHPD-** National Association of State Mental Health Program Directors

**NEMIS-** National Emergency Management Information System

**NEPA-** National Environmental Policy Act

**NFIP-** National Flood Insurance Program

NFIRA- National Flood Insurance Reform Act of 1994

NGO- Non-Governmental Organization

**NIMS** - National Incident Management System

**NOGA-** Notice of Grant Award

Non-PDD- Non-Presidentially Declared Disasters

NPS- National Pharmaceutical Stockpile

**NPSC-** National Processing Service Center

**NTC-** National Teleregistration Center

**NVOAD-** National Voluntary Organizations Active in Disasters

**OEM-** Office of Emergency Management

**OEP-** Office of Emergency Preparedness

**OFA-** Other Federal Agencies

**OFM-** Office of Financial Management

**OGC-** Office of General Counsel

**OMB-** Office of Management and Budget

**OSD-** Operations Support Division

**OVC-** Office for Victims of Crimes

PA- Public Assistance

**PDA-** Preliminary Damage Assessment

PDD- Presidentially Declared Disaster

**PFT-** Permanent Full Time Employee

**PIO-** Public Information Officer

PO- Project Officer

**PP-** Personal Property

PTSD- Post Traumatic Stress Disorder

**QC-** Quality Control

**RAA-** Request for Allocation Advice

**RAU-** Rapid Assessment Unit

**RD-** Regional Director

**ROC-** Regional Operations Center

**RP-** Real Property

**RSP-** Regular Services Program

**SAMHSA-** Substance Abuse Mental Health Services Administration

**SAP-** State Administration Plan

**SBA-** Small Business Administration

**SCO-** State Coordinating Officer

**SEMC**- State Emergency Management Council

**SERT**- State Emergency Response Team

SFHA- Special Flood Hazard Area

**SMHA-** State Mental Health Authority

**SMP-** Stress Management Program

**SOC**- State Operations Center

**SOP-** Standard Operating Procedure

**SSA-** Social Security Administration

**SSI-** Supplemental Security Income

**UNC-** Unmet Needs Committee

**USDA-** United States Department of Agriculture

**VA-** Veterans Administration

**VOAD-** Voluntary Organizations Active in Disasters

**WHO**- World Health Organization

**WMD-** Weapons of Mass Destruction

#### **DEFINITIONS**

**All-Hazard Emergency Operations Planning -** A step-by-step comprehensive planning approach to emergency management developed and recommended by the Federal Emergency Management Agency (FEMA) to address risk-based, all-hazard emergency operations planning.

**American Red Cross (ARC)** - The American Red Cross is a congressionally chartered, humanitarian organization, led by crisis workers, that provides relief to victims of disasters and helps people prevent, prepare for, and respond to emergencies.

**Acute Stress Disorder (ASD)** – Acute Stress Disorder, or ASD, is a psychological diagnosis used to explain extreme reactions to stress above what is often expected as a normal response to disaster.

**CBRNE** - Acronym for weapons of mass destruction: Chemical, Biological, radiological, Nuclear and high-yield explosives.

Center for Mental Health Services (CMHS) - Division of SAMHSA; a federal agency contained within the Substance Abuse and Mental Health Services Administration and the U.S. Department of Health and Human Services. This organization is mandated to adopt a leadership role in mental health services delivery and policy development. Further, CMHS has a specific interest in Disaster Mental Health and has created a branch specifically for this focus. CMHS disaster mental health programs are conducted by the Emergency Mental Health and Traumatic Stress Services Branch of the Federal Center for Mental Health Services (CMHS). In partnership with the Federal Emergency Management Agency (FEMA), this Branch of CMHS is responsible for assessing, promoting, and enhancing the resilience of Americans in times of crisis. The Branch disseminates mental health information about disasters and traumatic events in print and on the Internet.

**CSAT (Center for Substance Abuse Treatment)** – The Center for Substance Abuse Treatment (CSAT) of the Substance Abuse and Mental Health Services Administration (SAMHSA), U.S. Department of Health and Human Services (DHHS), was congressionally mandated to expand the availability of effective treatment and recovery services for alcohol and drug problems.

Community Emergency Response Team (CERT; pronounced 'sert') – The Community Emergency Response Team (CERT) is collection of individuals who are trained in basic disaster response skills, such as fire safety, search and rescue, team organization, and disaster medical operations. CERT members can assist others in their neighborhood or workplace following an event when professional responders are not immediately available to help.

**Critical Incident Stress Debriefing (CISD)-**Debriefing for emergency responders. CISD is a technique that is specifically designed to assist others in dealing with the physical or psychological symptoms that are generally associated with trauma exposure. Debriefing, ideally conducted near the site of the event, allows those involved with the incident to process the event and reflect on its impact. This is a central component of Critical Incident Stress Management. **See CISM**.

**Critical Incident Stress Management (CISM) -** Includes individual counseling, CISD, education and follow-up. CISM is an intervention protocol, consisting of several elements, which were developed specifically for dealing with traumatic events. This protocol is a formal, highly structured process for helping those involved in a traumatic event to share their experiences, vent emotions, learn about stress reactions and symptoms and receive referrals for further help if required.

**Crisis Counseling (CC)** – CC refers to the short term intervention that is focused upon assisting disaster survivors in understanding their current situation and reactions, mitigating additional stress, assisting survivors in reviewing their options, promoting the use of or development of coping strategies, providing emotional support, and encouraging linkages with other individuals and agencies who may help survivors recover to their pre-disaster level of functioning

Crisis Counseling Assistance and Training Program (CCP) – The Crisis Counseling Training and Assistance Program is funded by the Federal Emergency Management Agency (FEMA) under the authority of the Robert T. Stafford Disaster Relief and Emergency Assistance Act. The purpose of the CCP is to support short term interventions with individuals and groups experiencing psychological sequelae to large scale disasters. The Federal Emergency Management Agency (FEMA) implements the CCP as a supplemental assistance program available to the United States and its Territories. FEMA counseling model used in presidential declared disasters to counsel survivors of the event.

**Department of Public Safety -** Parent organization of DEM (Division of Emergency Management).

**Disaster Cycle -** The disaster life cycle describes the process through which emergency managers *prepare* for emergencies and disasters, *respond* to them when they occur, help people and institutions *recover* from them, *mitigate* their effects, *reduce* the risk of loss, and *prevent* disasters such as fires from occurring.

**Disaster District Chairman -** DPS officer who will lead local response to an incident/disaster.

**Disaster Field Office -** FEMA disaster operations headquarters.

**Disaster Mental Health Services -** Brief stress management and mental health services designed to assist individuals and families return to normal functioning.

**Disaster Preparedness and Business Recovery Committee -** Ensures continuity of operations.

**Disaster Recovery Center -** On-site group of federal and state agencies that provide direct assistance to disaster applicants, established by the Federal Emergency Management Agency after a disaster to provide information and assistance to disaster survivors.

**Division of Emergency Management -** Governor's Division of Emergency Management responsible for mitigation, response and recovery efforts for the state

**Emergency** – As defined by the Stafford Act an "Emergency" means any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

# **Emergency Mental Health and Traumatic Stress Services Branch (EMHTSSB)** within

**SAMHSA/CMHS** - Through an interagency agreement with the Federal Emergency Management Agency (FEMA), the Center for Mental Health Services (CMHS), via the Emergency Mental Health and Traumatic Stress Services Branch (EMHTSSB), supports immediate, short-term crisis counseling, and ongoing support for emotional recovery for the victims of disasters. Natural and terrorist disasters may result in human trauma requiring specialized attention. In the wake of such disasters, the need for crisis counseling is just as important as cleaning up debris and reconstructing property. Qualifying Federal disasters include severe storms, forest fires, and incidents of mass criminal victimization. Support is provided in the form of grants to States for counseling outreach within Federal disaster areas and for the delivery of training to crisis counselors to provide crisis assistance after Federal relief workers return home. The program is known as the Crisis Counseling Assistance and Training Program (CCP) and is funded by (FEMA). On behalf of FEMA, CMHS provides technical assistance, program guidance and oversight. The services most frequently funded by CCP grants are: crisis counseling, education, and referral to appropriate agencies or mental health professionals. After the declaration of a disaster, States determine the need for crisis counseling services by compiling disaster data and conducting a mental health needs assessment of the disaster area. The State Mental Health Authorities (SMHA) must assess key indicators of disaster stress and determine the geographic, social, cultural, ethnic, and vulnerable populations for whom services should be provided. If existing State and local resources cannot meet the needs of those populations, the SMHA may choose to apply for a Crisis Counseling grant. Only a State or Federally-recognized Indian Tribe may apply for a CCP grant. States receiving these grants typically distribute the Federal funds to local mental health providers in order to hire additional staff to perform outreach and education on typical stress reactions and methods of reducing stress. Supplemental funding for crisis counseling grants is available to SMHAs through two grant mechanisms: (1) the Immediate Services Program (ISP) which provides funds for up to sixty days of services immediately following a disaster declaration; and (2) the Regular Services Program (RSP), which provides funds for up to nine months following a disaster declaration. While CMHS provides some technical assistance to Immediate Service Programs, the monitoring and distribution of funds remains the responsibility of FEMA. For the RSP, FEMA has State Mental Health Authorities' Response to Terrorism 69 designated CMHS as the monitoring authority; FEMA transfers funds to CMHS, which transfers the funds to the States. CMHS collaborates with FEMA to train State mental health staff to develop crisis counseling training and preparedness efforts in their States. Through an annual training, CMHS provides updates on the design and implementation of its crisis counseling projects and promotes State-to-State information exchange. CMHS also has developed numerous publications on working with, and supporting, disaster victims. All are available through SAMHSA's National Mental Health Information Center, by calling 1-800-789-2647, (TDD) 1-866-889-2647, For more information contact: EMHTSSB/CMHS/SAMHSA, 5600 Fishers Lane, Parklawn Building, Room 17C-20, Rockville, MD, 20857, 301-443-4735 (p) 301-443-8040 (f) www.mentalhealth.org

**EOC (Emergency Operations Center)** – A central location where government at any level can provide interagency coordination and executive decision-making for managing response and recovery. A site designated to lead and control a disaster situation.

**EOP (Emergency Operations Plan)** – A document delineating roles and responsibilities of individuals and organizations for carrying out specific actions at projected times in an emergency situation. It describes lines of authority and organizational relationships and identifies steps to address mitigation concerns during response and recovery activities.

**Federal Coordinating Officer (FCO) -** FEMA officer who is in charge of the disaster field office and federal response/recovery efforts

**Federal Emergency Management Agency (FEMA) -** FEMA is a federal agency affiliated with the Department of Homeland Security (DHS) that reports to the President. FEMA is also the lead federal agency for disaster/emergency management. However, FEMA cannot direct a state or its agencies.

**First Responders -** Traditionally defined as Fire, Police, and Emergency Medical Services (EMS).

**Governor's Authorized Representative (GAR) -** During a disaster will be the State Coordinating Officer who will be working out of the disaster field office

**Hazard** – Any situation with the potential for causing damage to people, property or the environment.

**HAZMAT (Hazardous Materials**) – This refers to substances that are flammable, corrosive, reactive or toxic chemical, infectious biological (etiological) agent, or radioactive material. A hazardous material can be either a material intended for use or a waste intended to be treated or disposed of.

**Hazard Mitigation Services -** Funding for measures designed to reduce future losses to public and private property. In the event of a major disaster declaration, all counties within the declared State are eligible to apply for assistance under the Hazard Mitigation Grant Program. Some declarations will provide only individual assistance or only public assistance. Hazard mitigation opportunities are assessed in most situations.

**Individual Assistance (IA)** - Aid to individuals, families and business owners. The crisis counseling program is provided through this: *State Mental Health Authorities' Response to Terrorism* 68.

Immediate Services Application – The Immediate Services Application is an application for funding for Immediate Services Crisis Counseling Program; this must be submitted within 14 days of the Presidentially Declared Disaster and is eligible for individual assistance.

**Immediate Services Program (ISP) -** A 60-day crisis counseling program funded by FEMA. This is the initial phase of a Crisis Counseling Program, which includes screening

techniques, as well as outreach services such as public information and community networking.

Incident Command System (ICS) – A management and process tool developed in California for use in complex disasters involving more than one jurisdiction, agency or response group. Originally used by First Responders to determine leadership and management structure in complicated disasters. All agencies responding to disasters should be trained in ICS. There is an online tutorial available at <a href="www.fema.gov">www.fema.gov</a> An all-hazards, functional incident management system that establishes common standards in organization, terminology, and procedures and further provides a means (unified command) for the establishment of a common set of incident objectives and strategies during multi-agency /multi-jurisdiction operations while maintaining individual agency/jurisdiction authority, responsibility, and accountability. The ICS is a component of the National Interagency Incident Management System (NIIMS).

**Mass Casualty Event -** More than 1,000 residents residing in all 21 counties in New Jersey died in the World Trade Center attack. There was no local explosion or visible damage. These citizens simply disappeared from their communities, their cars remained at the train stations, they failed to pick up their children from daycare or school and they never walked through the front door of their homes again. They were victims of a *mass casualty* event as the horror unfolded at a specific point in time and the physical destruction ended within a few hours.

**Mass Exposure Event -** Consider the anthrax exposures through the Brentwood Postal Facility in Washington, D.C. and the Hamilton Postal Facility in New Jersey and their impact on the workers and communities are examples of mass exposure events.

**Mitigation** - Mitigation is the cornerstone of emergency management. It's the ongoing effort to lessen the impact disasters have on people's lives and property through damage prevention and flood insurance. Through measures such as building safely within the floodplain or removing homes altogether; engineering buildings and infrastructures to withstand earthquakes; and creating and enforcing effective building codes to protect property from floods, hurricanes and other natural hazards, the impact on lives and communities is lessened.

**Memorandum of Understanding (MOU)** – Formal written agreements delineating roles and responsibilities between the parties to the agreement.

National Pharmaceutical Stockpile (NPS) Program - Part of the Strategic National Stockpile

(SNS). The mission of CDC's National Pharmaceutical Stockpile (NPS) Program is to ensure the availability of life-saving pharmaceuticals, antidotes and other medical supplies and equipment necessary to counter the effects of nerve agents, biological pathogens and chemical agents. The NPS Program stands ready for immediate deployment to any U.S. location in the event of a terrorist attack using a biological, toxin, or chemical agent directed against a civilian population. The NPS is comprised of pharmaceuticals, vaccines, medical supplies, and medical equipment that exist to augment depleted state and local re-sources for responding to terrorist attacks and other emergencies. These packages are stored in strategic locations around the U.S. to ensure rapid delivery anywhere in the country. Following the federal decision to deploy, the NPS will typically arrive by air or ground in two phases. The first phase shipment is

called a 12-hour Push Package. "12" because it will arrive in 12-hours or less, "push" because a state need only ask for help—not for specific items, and *State Mental Health Authorities' Response to Terrorism* 70 "package" because the Program will ship a complete package of medical material—to include nearly everything a state will need to respond to a broad range of threats. Also available are inventory supplies known as Vendor Managed Inventory, or VMI packages. VMI packages can be tailored to provide pharmaceuticals, vaccines, medical supplies and/or medical products specific to the suspected or confirmed agent or combination of agents. A CDC team of five or six technical advisors will also deploy at the same time as the first shipment. Known as a Technical Advisory Response Unit (TARU), this team is comprised of pharmacists, emergency responders, and logistics experts that will advise local authorities on receiving, distributing, dispensing, replenishing, and recovering NPS materiel. For more information about the National Pharmaceutical Stockpile, contact the NPS Program at 404-639-0459.

**Non-Presidentially Declared Disasters (Non-PDD)** – A Non-PDD is a disaster or emergency of any magnitude, which does not receive a proclamation of Presidentially Declared Disaster.

Post Traumatic Stress Disorder (PTSD) - A psychiatric disorder caused by experiencing or witnessing a life threatening event that results in prolonged emotional distress. Posttraumatic Stress Disorder, or PTSD, is a psychological disorder that can occur following the experience or witnessing of life-threatening events such as military combat, natural disasters, terrorist incidents, serious accidents, or violent personal assaults like rape. People who suffer from PTSD often relive the experience through nightmares and flashbacks, have difficulty sleeping, and feel detached or estranged, and these symptoms can be severe enough and last long enough to significantly impair the person's daily life.

**Public Assistance -** Aid to public (and certain private non-profit) entities for certain emergency services and the repair or replacement of disaster-damaged public facilities.

**Preparedness** - Preparedness ensures that if disaster occurs, people are ready to get through it safely, and respond to it effectively. Whether you're an individual citizen, a crisis worker group or a government agency, preparedness means figuring out what you'll do if essential services break down, developing a plan for contingencies, and practicing the plan.

**Presidentially Declared Disaster (PDD)** – A PDD is any natural catastrophe (including any hurricane, tornado, storm, flood, high water, wind driven water, tidal wave, tsunami, volcanic eruption, landslide, mudslide, snowstorm, or drought) or, regardless of cause, any fire, flood, or explosion, which in the determination of the President, causes damage of sufficient severity and magnitude to warrant major disaster assistance under the Federal Disaster Relief Act. The PDD grant is intended to supplement the efforts and available resources of states, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering.

**Prevention -** Not all emergencies and disasters can be prevented. But there are some that can. For example, most chemical explosions and hazardous materials spills can be prevented. Many fires are also preventable, and fire prevention is an important objective of the United States Fire Administration (USFA). USFA engages in many activities to

encourage fire prevention. Examples of its most important prevention activities are to educate the public on what to do to prevent fires ("install smoke detectors," "use space heaters safely") and help the fire and emergency medical services (EMS) providers conduct their own public education efforts.

**OEM** - Office of Emergency Management

**OEP -** Office of Emergency Preparedness

**Rapid Assessment Unit (RAU) -** A unit of the DEM that performs initial damage assessments following a disaster or emergency.

**Regular Services Program (RSP)** - A nine month crisis counseling program that is federally funded through CMHS. A Regular Services Program is a continuing portion of a Crisis Counseling Program designed to provide crisis counseling, community outreach, and consultation and education services to people affected by the disaster for the purpose of relieving continued emotional problems caused by the disaster. Funding is available for a period of 9 months beyond the 60 days of an Immediate Service Program for purposes of providing disaster crisis counseling services.

**Recovery** - The task of rebuilding after a disaster can take months, even years. Not only services and infrastructure, not only the facilities and operations, but the lives and livelihoods of many thousands of people may be affected. Federal loans and grants can help. Funds are used to rebuild homes, businesses and public facilities, to clear debris and repair roads and bridges, and to restore water, sewer, and other essential services. Research shows that psychological interventions may be needed from three to five years following the impact.

**Response -** Begins as soon as a disaster is detected or threatens. It involves mobilizing and positioning emergency equipment; getting people out of danger; providing needed food, water, shelter and medical services; and bringing damaged services and systems back on line. Local responders, government agencies, and private organizations take action. Sometimes the destruction goes beyond local and state capabilities. That's when federal help is needed as well.

**Risk Reduction -** Viewed broadly, risk reduction is the goal of all mitigation efforts. FEMA reduces the cost and damage of flood disasters through the Federal Insurance Administration (FIA). The FIA partners with national insurance companies to provide affordable flood insurance, available nationwide. Communities become eligible for such insurance by enforcing floodplain management practices. As communities require individuals and businesses to comply with these guidelines, the risk of damage and injury is reduced.

Robert T. Stafford Disaster Relief and Emergency Assistance Act – Public Law 93-288, as amended (P.L. 100-707); an act intended to provide an orderly and continuing means of assistance by the federal government to state and local government in carrying out their responsibilities to alleviate the suffering and damage which results from disaster/emergencies.

**State Coordinator -** DEM employee who is federal counterpart at the disaster field office and in charge of the State's response.

**State Emergency Management Council -** Comprised of 33 state agencies that prepare for and respond to state declared emergencies.

**State Emergency Response Team (SERT) -** Team comprised of state agency representatives that are responsible for rapid deployment and immediate response to disasters and emergencies for the state

**State Operations Center (SOC) -** Emergency operations center for the state. Located at Department of Public Safety.

**Substance Abuse and Mental Health Services Administration (SAMHSA) -** Division of the US Department of Health and Human Services responsible for the Emergency Services and Disaster Relief Branch; created to focus attention, programs, and funding on improving the lives of people with or at risk for mental and substance abuse disorders.

**Terrorism** – As defined by the FBI, terrorism is the unlawful use of force against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in the furtherance of political or social objectives." This definition includes three elements: terrorist activities are illegal and involve the use of force, the actions are intended to intimidate or coerce, and the actions are committed in support of political or social objectives.

The Disaster Declaration Process: The Stafford Act (§401 and 501) requires that: "All requests for a declaration by the President that a major disaster or emergency exists shall be made by the Governor [chief executive] of the affected State." A State also includes the District of Columbia, Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, Federated States of Micronesia, and the Republic of the Marshall Islands. The Governor's request is made through the regional FEMA office. State, local, and Federal officials conduct a preliminary damage assessment (PDA) to estimate the extent of the disaster and its impact on individuals and public facilities. The information gathered during the PDA documents the severity and magnitude of the event and is included in the Governor's request. Normally, the PDA is completed prior to the submission of the Governor's request. However, when an obviously severe or catastrophic event occurs, the Governor's request may be submitted prior to the PDA. Nonetheless, the Governor must still make the request and damage assessments are still conducted. Based on the Governor's request, the President may declare that a major disaster or emergency exists, thus activating an array of Federal programs to assist in the response and recovery effort. The determination of which programs are activated is based on the needs found during the joint preliminary damage assessment and any subsequent information that may be discovered. Federal disaster assistance available under a major disaster declaration falls into three general categories. However, not all programs are activated for every disaster.

VOAD (pronounced 'voh-ad'; Voluntary Organizations Active in Disasters) or

**NVOAD (National Voluntary Organizations Active in Disasters)** – This is a nation-wide coalition that is compromised of individual member organizations that typically specialize in an aspect of disaster response. Different organizations often have different specialty areas, so that by working in concert, they are able to provide a range of services with little duplication.

**WMD** - Weapons of Mass Destruction.